

Henderson County Schools Transportation Department

5675 Airlane Road

Henderson, Ky 42420

Phone: (270) 831-5120

Fax: (270) 831-5122

Mailing Address:

ATTN: Transportation

1805 Second St.

Henderson, Ky 42420



Overnight and Out of District School Bus Trip Guidelines

During overnight school bus trips and out of district bus trips, all adults have to understand the seriousness of their responsibilities and the legal liabilities in supervision. The adults must have knowledge of where students are at all times and must be in close proximity to the students.

- All KHSAA guidelines and board policies should be adhered to.
- All sponsors and head coaches should ride on the bus with the team/students.
- Student:Adult ratios should be followed: Elementary 10:1 Secondary 15:1
- Sponsors and coaches shall be trained annually to administer medication

Checklist:

Sponsor/Coach Name: JERMAINE POYNTER Cell Number: 270-454-9276

Date of Departure: 2-26-2025 Time of Departure: 12:00 PM

Date of Return: 3-2-2025 Expected Time of Return: 1:00 PM

Adequate Supervision (meets ratio criteria)

****Please List Names of Chaperones****

Obtain parent/guardian permission forms

****Athletic teams/clubs do not need to get a separate permission form for every trip. One at the beginning of the season/year from each student is sufficient****

Notify school cafeteria manager of any lunch needs

Follow all Transportation Department guidelines for bus trips

****All requests must be in the trip system at least five days prior to the date of departure****

Understand any student's medication needs and/or medical conditions

****Coaches must carry all player's physicals on any away and overnight trips****

Attach a trip list of students to the principal/designee and a rider's list to the bus driver

****Rider's list must contain all rider's names and an emergency contact name and number****

Attach and itinerary

Other specific needs: _____

Signature of Person submitting form

Signature of Principal/Designee

This form must be submitted 10 days prior to the date of the trip to the principal or designee.

The Following wrestlers will be participating in the KHSAA Boys & Girls State Tournament at Alltech Arena located in Lexington, KY Feb 27th-Mar 1st and we will be leaving the day before on Feb 26th to get up there, have practice at a local school, check weight, eat supper and get some rest before start of the tournament on Thursday.

Varsity Boys:

Asher Daily 106
Mason Adams 113
Wyatt Payne 120
Mattix Sohne 126
Lane Corpe 132
Kilynn Taylor 138
Angel Martinez 144
Vinson Embry 150
Wyatt Holland 157
Brock Crook 165
Ethan Peckenpaugh 175
Rayden Pruiett 190
Jaxson Wallace 215
Latravion Johnson 285

(Boys State Roster will be finalized 2-22-25 pending results of the Regional Tournament)

Varsity Girls:

Sydney Chambers
Kennedy Sohne 114
Charleigh Olmsted 132
Kailyn Franks 138
Serenity Rivera 145
Kaizley Dunn 165
Jasmin Beckham 185
Evie Estes 235

Coaches Attending:

Jermaine Poynter
Brandon Cole
Scotty Hogan
Eddie Payne
Jason Henshaw
Weston Melton

Robert Dunn
Jackson Hogg
Josh Bell

All Wrestlers have been given permission from their parents or guardians to travel with the team.

Travel Agenda:

Feb 26th 2025

- Depart on 2-26-2025 @ 12:00pm (CST)- Requesting to be dismissed early
- Arrive at Hotel @ 5:00pm (Est)
- 6:00pm to 7:30pm (EST) Practice at local school
- 8:00pm-9:30pm obtain supper for athletes
- 10:00p All wrestlers in their rooms or with parents

Feb 27th 2025

- Depart hotel on 2-27-25 @ 7am to head to the tournament and return to hotel upon conclusion of the tournament.
- 7p-9p obtain supper for athletes
- 10p All wrestlers in their rooms or with parents

Feb 28th 2025

- Depart hotel on 2-28-25 @ 7am to head to the tournament and return to hotel upon conclusion of the tournament.
- 7p-9p obtain supper for athletes
- 10p All wrestlers in their rooms or with parents

Mar 1st 2025

- Depart hotel on 3-1-25 @ 7am to head to the tournament and return to hotel upon conclusion of the tournament.
- 7p-9p obtain supper for athletes
- 10p All wrestlers in their rooms or with parents

Mar 2nd 2025

- Check out of rooms at 9:00am and travel back to Henderson
- Estimated arrival to HCHS by 2:00pm

Henderson County Schools Transportation Department

5675 Airline Road
Henderson, KY
Phone: (270) 831-5120
Fax: (270) 831-5122

Mailing Address:
ATTN: Transportation
1805 Second St.
Henderson, KY 42420



Overnight & Out of District School Bus Trip Guidelines

During overnight school bus trips and out of district bus trips, all adults have to understand the seriousness of their responsibilities and the legal liabilities in supervision. The adults must have knowledge of where students are at all times and must be in close proximity to the students.

- All KHSAA guidelines and board policies should be adhered to.
- All sponsors and head coaches should ride on the bus with the team/students
- Sponsors and coaches shall be trained annually to administer medication.

Checklist:

- Sponsor/Coach Name: Payton Allison Cell Number: 270-293-8416
- Date of Departure: 3/13/25 Time of Departure: 10:00AM Crown Plaza
- Date of Return: 3/15/25 Expected Time of Return: 1:30PM Louisville, KY
- Adequate Supervision (Meets Ratio Criteria)
Please List Names of Chaperones Payton Allison, Mitchell Melton
- Obtain Parent/Guardian Permission Forms
Athletic Teams/Clubs Do Not Need to get a Separate Permission Form for Every Trip. One at the Beginning of the Season/Year from each Student is Sufficient
- Notify School Cafeteria Manager of Any Lunch Needs
- Follow All Transportation Department Guidelines for Bus Trips
All Request Must be in the Trip System at Least FIVE days prior to the date of departure
- Understand Any Student's Medication Needs and/or Medical Conditions
Coaches Must Carry All Player's Physicals on Any Away and Overnight Trips
- Attach a Trip List of Students to the Principal/Designee and a Rider's List to the Bus Driver
Rider's List Must Contain All Rider's Names and an Emergency Contact Name and Number
- Attach an Itinerary
- Other Specific Needs: _____

Payton Allison

Signature of Person Submitting Form

Andrew Thomas

Signature of Principal/Designee

2/15/25

This Form Must be Submitted 10 Days Prior to the Date of the Trip to the Principal/Designee

The mission of Henderson County Schools is to provide extraordinary educational opportunities for every student.
Equal Educational and Employment Institution

KENTUCKY YMCA YOUTH ASSOCIATION HIGH SCHOOL SAMPLE KUNA AGENDA

ALL SCHEDULED EVENTS ARE MANDATORY

WEDNESDAY, MARCH 6TH

Buses unload at the West Entrance (Ballroom Entrance)

2:30-3:30 PM	<p>Arrival time and registration -When each school arrives, the advisor should head to registration to check-in and collect any available keys. -After the advisor completes registration, students should do the following: -Take their luggage to their sleeping room (if keys are available) and remain there until meetings begin at 3:55 PM. -World Expo Tables can be setup when you arrive at your designated time.</p>	Russell/Shelby
2:00 PM	<p>Ramadan Prayer Room (open 2 PM – 11 PM)</p>	Grant
4:00-4:30 PM	<p>KUNA Ambassador Meeting -For all ambassadors that are not in special program meetings.</p>	Crowne A
3:55-4:30 PM	<p>International Court of Justice Meeting Media Corps Meeting Security Council Meeting Secretariat & NGO Meeting Candidate Meeting</p>	Perry Madison Elliott Taylor Knox
4:00-4:30 PM	<p>Advisor Meeting</p>	Russell/Shelby
<p>**At 4:40 ONLY Flag Bearers and Country Sign Bearers will leave to report outside of the A.**</p>		
4:40 PM	<p>All Students and Adults to head to the Crowne A for Opening Session</p>	
4:45 PM	<p>Opening Session-**Everyone present** -Call to Order -Parade of Nations -Secretary General's Opening Address -Introduction of Presiding Officers -Introduction of Candidates -Announcements</p>	Crowne A
5:30-6:30 PM	<p>World Expo (Group A)</p>	Crowne B
<p>** There should always be at least one student at each World Expo table. Please rotate positions to make sure everyone has time to eat.**</p>		
5:30-6:30 PM	<p>Security Council</p>	Elliott

WEDNESDAY, MARCH 6TH (CONTINUED)

5:30-6:30 PM	Secretariat & NGO Meeting	Taylor
5:30-6:30 PM	Media Corps Assembles	Madison
5:30-6:30 PM	Group B & ICJ Dismissed to Dinner (Hotel offers a la carte items) -Schools will be dismissed individually to purchase meals. -Students may also grab items from their hotel rooms at this time, when dismissed by schools but external meals may not be eaten in public spaces -Students should eat the Exhibit Hall or in their sleeping room. -Hotel roaming is not allowed during this time. -Students cannot order any food from outside of the hotel.	Exhibit Hall
6:30-7:30 PM	International Court of Justice Assembles	Perry/Franklin/Oldham
6:30-7:30 PM	Group A & All Other Specialized Programs Dismissed to Dinner (Hotel offers a la carte items) -Schools will be dismissed individually to purchase meals. -Students may also grab items from their hotel rooms at this time, when dismissed by schools but external meals may not be eaten in public spaces -Students should eat the Exhibit Hall or in their sleeping room. -Hotel roaming is not allowed during this time. -Students cannot order any food from outside of the hotel.	Exhibit Hall
6:30-7:30 PM	World Expo (Group B)	Crowne B
<p>** There should always be at least one student at each World Expo table. Please rotate positions to make sure everyone has time to eat.**</p>		
7:40-8:00 PM	International Stage	Crowne A
8:00-8:45 PM	General Assembly -Human Rights Simulation -Announcements	Crowne A
8:45-9:30 PM	Chair & Doorkeeper Meeting Secretariat/NGO Meeting Media Corps Meeting Delegation meetings in assigned rooms	Knox Taylor Madison
9:30 PM	Curfew begins.	

All World Expo Items Must Be Taken Down by curfew (All materials should go back with you and not left at the hotel). Any materials left will result in that school losing Premier Delegation Status.

THURSDAY, MARCH 7TH

****Business Attire Recommended****

6:00 AM	Ramadan Prayer Room (open from 6 AM – 11 PM)	Grant
7:00 AM	Quiet Room	Hancock
7:15 AM	Room curfew ends.	
7:30-8:00 AM	Breakfast (Hotel offers a la carte items to purchase)	Exhibit Hall
7:45 AM	Committee Chair & Doorkeeper Meeting - Chairs & DKs must be present to serve in their Committees	Y-Desk
8:05 AM	General Assembly -Mingling Activity -President of the United Nations General Assembly: Call to Debate	Crowne A
8:25 AM	General Assembly Adjourns	
8:35-10:00 AM	Committees Convene (Don't forget to bring your resolution book!) Ranking Committee A Ranking Committee B Ranking Committee C Ranking Committee D Security Council International Court of Justice Media Room	Russell/Shelby Crowne C Whitley Trimble Elliott Perry/Franklin/Oldham Madison
10:00 AM	Committees Recess -One person from every country in each Committee MUST submit a ranking form during this recess!	
10:10-11:30 AM	Committees Reconvene Ranking Committee A Ranking Committee B Ranking Committee C Ranking Committee D Security Council International Court of Justice Media Room	Russell/Shelby Crowne C Whitley Trimble Elliott Perry/Franklin/Oldham Madison
11:30 AM	Committees Adjourn	
11:35 AM	General Assembly -Delegation Caucus: 1 st Schools' Choice Resolution Vote -Vice Presidents Announced -Candidate Speeches	Crowne A
12:00-1:30 PM	Lunch for all Students (<i>Provided by the Y</i>)	Exhibit Hall

THURSDAY, MARCH 7TH (CONTINUED)

1:15 PM	Vice Presidents & Voting Committee Doorkeepers Meeting	Y-Desk
1:30-2:45 PM	1 st Committee Meetings (Don't forget to bring your resolution book!) Voting Committee 1 Voting Committee 2 Voting Committee 3 Voting Committee 4 Security Council International Court of Justice Secretariat & NGO Room Media Room Office of Secretary General Opens	Russell/Shelby Crowne C Whitley Trimble Elliott Perry/Franklin/Oldham Taylor Madison Knox
2:50 PM	General Assembly -Delegation Caucus: 2 nd Schools' Choice Resolution Vote -Debate: 1 st Schools' Choice Resolution -Specialized Program Report Out	Crowne A
3:30 PM	Adjourn General Assembly and go to 2 nd Voting Committees	
3:30-4:40 PM	2 nd Voting Committee Meetings (Don't forget to bring your resolution book!) Voting Committee 1 Voting Committee 2 Voting Committee 3 Voting Committee 4 Security Council International Court of Justice Secretariat & NGO Room Media Room Office of Secretary General	Russell/Shelby Crowne C Whitley Trimble Elliott Perry/Franklin/Oldham Taylor Madison Knox
4:40 PM	Voting Committees adjourn, everyone heads to General Assembly.	
4:50 PM	General Assembly -Debate: 2 nd Schools' Choice Resolution -Student Y Announcements -WaterStep Shoe Announcement	Crowne A
5:00 PM	Awards Nomination Forms opens, find it at kymca.org/programs/kuna/awards -Awards must be submitted to be eligible for Premier Delegation.	

End of business day, students may change into casual clothes within the dress code

THURSDAY, MARCH 7TH (CONTINUED)

5:45-7:30 PM Dinner for all Students (*Provided by the Y*) **Crowne B/C**
-Students can eat in Crowne B, Crowne C, or Exhibit Hall.

7:30-8:00 PM Mandatory Delegation Caucus **Crowne A**
-Lead Advisors turn in award nomination forms to Y-Staff
-Voting Overview
-Fun Time Announcements

Lead Advisor must confirm 100% attendance with Y-Staff to be eligible for Premier Delegation

8:00-9:30 PM FUN Time **Crowne A**
-Silent Disco **Crowne C**
-Talent Stage **Crowne B**
-Game Room **Coronet B**
-Chill Room **Coronet A**
-Movie Room **Elliott**
-GaGa Room **Knox**
-International Affairs Special Session (Presiding Officers ONLY) **Hancock**
-Quiet Room

9:30-10:00 PM Closing Program **Crowne A**
-Secretary General's Choice Resolution Announced
-Final Candidates Announced
-Closing Thoughts

10:00-10:30 PM Delegation Meetings in assigned rooms **Elliott**
Security Council Meeting **Taylor**
Secretariat & NGO Meeting **Perry**
Media Corps Meeting **Knox**
Conference Life Committee Meeting

10:30 PM Curfew begins.

Students should head straight to their assigned sleeping rooms once out of meetings, curfew begins immediately

FRIDAY, MARCH 8th

6:00 AM	Ramadan Prayer Room (open from 6 AM – 11 PM)	Grant
7:00 AM	Quiet Room	Hancock
7:30 AM	Room Curfew Ends	
7:30-8:15 AM	ICJ Showcase Round	Russell/Shelby
7:30-8:30 AM	All Students Breakfast (<i>Provided by the Y</i>)	Exhibit Hall
7:30-8:30 AM	Advisor Breakfast (<i>Provided by the Y</i>)	Whitley
8:30-10:30 AM	Closing Session -Final look at Candidates -Voting -Secretary General's Agenda and Summary of Action -Security Council Report -Final General Assembly Debate: Secretary General's Choice Resolution -Awards and Recognitions -Secretary General's Closing Address -Election results	Crowne A
11:00 AM	2024 Secretary General Adjourns Conference 2025 New Presiding Officer Meeting	Knox

Have a Safe Trip Home!

.....

We hope to see you June 8-11 at Lindsey Wilson for the
Leadership Training Conference | LTC
(Check it out on our website www.kyymca.org/ltc)

KUNA 2025 Official Roster

If your name is not on this roster, that means you have not turned in a permission form, a deposit, and/or info form on the Y's website. You have until today at 2PM to turn these items in if you wish to attend KUNA.

If you are missing the info form it is important that you turn this in by 2PM or you will not be able to attend KUNA as well.

Name:	Permission Form	Deposit	Info Form
Abbigail Christian	Submitted	Submitted	Submitted
Tobin Schneider	Submitted	Submitted	Submitted
Lizzy Cleavenger	Submitted	Submitted	Submitted
Miles Gugel	Submitted	Submitted	Submitted
Allie Keller	Submitted	Submitted	Submitted
Abby Davis	Submitted	Submitted	Submitted
Zach Rust	Submitted	Submitted	Submitted
Cole Lucas	Submitted	Submitted	Submitted
Kennedi Carter	Submitted	Submitted	Submitted
Cy Payne	Submitted	Submitted	Submitted
Nate Gold	Submitted	Submitted	Submitted
Asher Daily	Submitted	Submitted	Submitted
Ryan Perkins	Submitted	Missing	Submitted
Duncan Vaughn	Submitted	Submitted	Submitted
Cadyn Conrad	Submitted	Submitted	Submitted

Henderson County Schools

1805 Second Street, Henderson, Kentucky 42420
(270) 831-5000 Fax: (270) 831-5009
<http://www.hendersonschools.net>



Overnight and Out of District Bus Trip Guidelines

During overnight bus trips and out of district bus trips all adults have to understand the seriousness of their responsibilities and the legal liabilities in supervision. The adults must have knowledge of where students are at all times and must be in close proximity to the students.

- All KHSAA guidelines and board policies should be adhered to.
- All sponsors and head coaches should ride on the bus with the team/students.
- Student:Adult ratios Secondary 15:1 Elementary 10:1
- Sponsors and coaches shall be trained annually to administer medication.

Checklist:

- Sponsor/Coach Name Brian Sullivan Cell number 812-449-7476
- Date of trip 3/13-17/25 expected departure time 8:30am return time 6:00pm
- Adequate Supervision (meets ratio criteria) Brian Sullivan, Ed Clause, Alex Chandler
* Please List Names of Chaperones* Laura Williams, Sarah Hardy
- Obtain parent/guardian permission forms
Athletic teams/clubs do not need to get a separate permission form for every trip. One at the beginning of the season/year from each student is sufficient.
- Notify school cafeteria manager of any lunch needs
- Follow all Transportation Department guidelines for bus request.
- Understand any students' medication needs and/or medical conditions
Coaches must carry all players' physicals on any away and overnight trips.
- Attach a trip list of students to principal/designee
- Attach an itinerary
- ____ Other specific needs:
- Brian Sullivan
Signature of Person submitting form
- Auber Thomas
Signature of Principal/Designee

This form must be submitted 3 days prior to the date of the trip to the principal or designee.

HCHS Academic Team
Governor's Cup State Championship
(March 13-17, 2025 @ The Galt House Hotel)

Students:

1. Andrew Harrison
2. Kyen Jiang
3. Ramsey Watson
4. Will Salisbury
5. Zoe Mills
6. Libby Townsend
7. Cadence Moore
8. Brett Haley
9. Ava Zigler
10. Sydney Siebe
11. Deacon Kitchens
12. Garrison McCord

Itinerary:

Thursday, March 13th

Leave HCHS at 8:30am for Louisville.
Arrive at study location at 10:00am.
Leave study location for Galt House at 2:00pm.
Arrive at hotel by 3:00pm.

Monday, March 17th

Leave Galt House for HCHS at 4:00 pm.
Arrive at HCHS by 6:00pm

February 26, 2025

To Whom It May Concern:


It is time again for the Kentucky State SKILLS USA, Skills and State Leadership Conference. The conference will be held in Louisville, KY at the Crowne Plaza Hotel. The students will be leaving on Monday, March 24 at 11:00 AM and returning on Thursday, March 27, around 8:30 AM.

Overnight accommodations have been made at the Crowne Plaza Hotel for Monday through Wednesday nights. A tentative itinerary is included with this letter.


This conference is for SKILLS USA members only. There are 37 students interested in attending, along with myself and 4 SKILLS USA advisors.

Thank you for considering our overnight school trip. The SKILLS USA students at HCHS pride themselves on participating in the SKILLS USA State Leadership Conference every year.

Sincerely,



Charlie Marsh
Machine Tool Instructor and SKILLS USA Advisor
Henderson County High School



Amanda Lacer
Principal, CTE Department
Henderson County High School

Skills USA State Leadership Conference Itinerary (Tentative)

March 24, 2025

- *11:00 am (central time): Depart from HCHS.
- *3:00 pm (eastern time): Arrive at the Crowne Plaza Hotel in Louisville, Ky --check into room and receive room assignments.
- *3:00 pm -5:00 pm Advisors register students and receive materials (name badges, tshirts, agenda, etc....). Students will attend the opening session at the Crowne Plaza, supervised by KY SKILLS USA leaders and advisors.
- *7:00-9:30 SKILLS USA team meeting.
- *10:00 pm curfew—students in their rooms

March 25, 2025

- *SKILLS USA Competitive Events as scheduled by Skills USA
- *Attend exhibitions at the exhibit area
- *10:00 pm curfew—students in their rooms

March 26, 2025

- *SKILLS USA Competitive Events as scheduled by Skills USA
- *5:00-8:00 SKILLS USA banquet
- *10:00 pm curfew—students in their rooms

March 27, 2025

- *8:30 am (eastern time) awards ceremony
- *11:00 pm (eastern time) Depart Louisville
- *1:00 pm (central time) arrive at HCHS

Barnett, Landon	M
Bender, Caleb	M
Burnette, Lydia	F
Butler, Quinn	M
Cater, Kennedi	F
Cleavenger, Elizabeth	F
Dejarnett, Davion	M
Evans Alford, Lily	F
Francke, Alexis	F
Francke, Brady	F
Garrison, Amelia	F
Haley, Brett	M
Hargis, Addie	F
Harrison, Andrew	M
Hendricks, Andrew	M
Henshaw, camden	M
Hibbs, Owen	M
Jenkins, Caden	M
Jiang, Kyen	M
Johnston, Alexander	M
Jones, Brianna	F
Jones, Lillian	F
Kahre, Addison	F
Langley, Jonathan	M
Mason, Nazaria	F
McCombs, Tyreese	M
Mills, Zoe	F
Peckenpaugh, Ethan	M
Ramirez, Myles	M
Reed, Ally	F
Siebe, Sydney	F
Siewert, Carter	M
Townsend, Jasmine	F
Troxel, Carson	M
Turley, Peyton	M
Watson, Ramsey	F
Zigler, Ava	F

Henderson County Schools Transportation Department

5675 Airline Road

Henderson, Ky 42420

Phone: (270) 831-5120

Fax: (270) 831-5122

Mailing Address:

ATTN: Transportation

1805 Second St.

Henderson, Ky 42420



Overnight and Out of District School Bus Trip Guidelines

During overnight school bus trips and out of district bus trips, all adults have to understand the seriousness of their responsibilities and the legal liabilities in supervision. The adults must have knowledge of where students are at all times and must be in close proximity to the students.

- All KHSAA guidelines and board policies should be adhered to.
• All sponsors and head coaches should ride on the bus with the team/students.
• Student:Adult ratios should be followed: Elementary 10:1 Secondary 15:1
• Sponsors and coaches shall be trained annually to administer medication

Checklist:

✓ Sponsor/Coach Name: S. Troutman Cell Number: 270 860-7162

✓ Date of Departure: MAY 9 Time of Departure: 1:30 pm

✓ Date of Return: MAY 10 Expected Time of Return: 6:00 pm

✓ Adequate Supervision (meets ratio criteria) COACH TROUTMAN, COACH PARKER, COACH KEMP, COACH WES.
Please List Names of Chaperones

___ Obtain parent/guardian permission forms

Athletic teams/clubs do not need to get a separate permission form for every trip. One at the beginning of the season/year from each student is sufficient

___ Notify school cafeteria manager of any lunch needs

___ Follow all Transportation Department guidelines for bus trips

All requests must be in the trip system at least five days prior to the date of departure

___ Understand any student's medication needs and/or medical conditions

Coaches must carry all player's physicals on any away and overnight trips

___ Attach a trip list of students to the principal/designee and a rider's list to the bus driver

Rider's list must contain all rider's names and an emergency contact name and number

___ Attach and itinerary

___ Other specific needs:

Signature of Person submitting form

Signature of Principal/Designee

This form must be submitted 10 days prior to the date of the trip to the principal or designee.

Itinerary and student list for Bowling Green Tourney: 2025

Players:

Anna Kemp, Ayden Bennett, Maggie Grogan, Addison Duncan, Braylin Risley, Lauren Nordhaus, Mackenzie Burczyk, Ava Eblen, Ann Michael Utley, Azayah Hall, Sarah Mackey, Saniyah Shields, Ja'Nyla Locher, Jersey Gardner, Raylee Stanley, Jillian Rich, Lilly Bennett, and Pacey Parker

Coaches: Shannon Troutman, Kris Kemp, Trevor Parker, Wes Bennett

Itinerary:

- Leave May 9th at 1:30 pm from North Field.
- Arrive in Bowling Green at 3:30 pm and check in hotel.
- Go to ballpark at 5:30 pm and come back to hotel at 8:30 pm.
- Leave hotel at 8:30 am for softball complex.
- Leave softball complex at approximately 5:00 pm after games and come back to Henderson.

Henderson County Schools Transportation Department

5675 Airline Road
Henderson, KY
Phone: (270) 831-5120
Fax: (270) 831-5122

Mailing Address:
ATTN: Transportation
1805 Second St.
Henderson, KY 42420



Overnight & Out of District School Bus Trip Guidelines

During overnight school bus trips and out of district bus trips, all adults have to understand the seriousness of their responsibilities and the legal liabilities in supervision. The adults must have knowledge of where students are at all times and must be in close proximity to the students.

- All KHSAA guidelines and board policies should be adhered to.
- All sponsors and head coaches should ride on the bus with the team/students
- Sponsors and coaches shall be trained annually to administer medication.

Checklist:

- Sponsor/Coach Name: Jessica Grace Cell Number: 270-577-0337
- Date of Departure: 4/8/26 Time of Departure: _____
- Date of Return: 4/12/26 Expected Time of Return: _____
- Adequate Supervision (Meets Ratio Criteria)
Please List Names of Chaperones
- Obtain Parent/Guardian Permission Forms
Athletic Teams/Clubs Do Not Need to get a Separate Permission Form for Every Trip. One at the Beginning of the Season/Year from each Student is Sufficient
- Notify School Cafeteria Manager of Any Lunch Needs
- Follow All Transportation Department Guidelines for Bus Trips
All Request Must be in the Trip System at Least FIVE days prior to the date of departure
- Understand Any Student's Medication Needs and/or Medical Conditions
Coaches Must Carry All Player's Physicals on Any Away and Overnight Trips
- Attach a Tip List of Students to the Principal/Designee and a Rider's List to the Bus Driver
Rider's List Must Contain All Rider's Names and an Emergency Contact Name and Number
- Attach an Itinerary 2026 Spring Break Step Trip through EF: Explore America.
- Other Specific Needs: _____

Jessica Grace
Signature of Person Submitting Form

Andrew Thomas 3/16/25
Signature of Principal/Designee

This Form Must be Submitted 10 Days Prior to the Date of the Trip to the Principal/Designee

The mission of Henderson County Schools is to provide extraordinary educational opportunities for every student.
Equal Educational and Employment Institution

2026 SPRING BREAK STEP TRIP
Washington D.C. and New York City
April 8-12, 2026

This trip will be organized and managed by EF: Explore America. The group leader will be Jessica Grace, Business Teacher at Henderson County High School. Any students who will be in the 9-12th grade during the 2025-26 school year will be eligible to participate as well as parents/family (as long as they go through the volunteer paperwork process.)

We will leave from the Louisville Airport on April 8, 2026 and fly to Washington D.C and then return from New York City on April 12, 2026 back to Louisville. Each participant will work out payment for the trip through EF. The trip can be broken down into monthly payments, making it more manageable for families. It includes all airfare, transportation, hotel, breakfast, dinner, a tour guide that stays with us the entire trip, overnight security guards at hotels, tips, and entrances into any sights on the trip. Below is a copy of the itinerary for the trip. The link for information about this trip is <https://www.efexploreamerica.com/tour-website/2863068HW>

Day 1: Washington, D.C.

Meet your Tour Director at your destination

Explore Washington, D.C. highlights:

- Photo stop at the White House
- Lafayette Square and Black Lives Matter Plaza
- Photo stop at the Washington Monument
- WWII Memorial

Visit the Smithsonian museum of your choice, which may include:

- National Museum of Natural History
- National Museum of African Art
- National Museum of American History
- National Museum of the American Indian

Day 2: Washington, D.C.

See the U.S. Capitol and Visitor Center

Make a photo stop at the Library of Congress and the U.S. Supreme Court

Explore the Tidal Basin

- FDR Memorial
- Martin Luther King, Jr. National Memorial
- Jefferson Memorial

Visit Mount Vernon

- Estate, museum, and education center
- Mansion (*subject to availability*)
- George Washington's tomb
- The Slave Memorial

Enjoy an evening activity

Day 3: Washington, D.C. • New York City

Visit Arlington National Cemetery

- Changing of the Guard at the Tomb of the Unknown Soldier
- Kennedy gravesites
- Women In Military Service For America Memorial

Make a photo stop at the Marine Corps War Memorial

Travel to New York City

Enjoy views of New York City from one its iconic skyscrapers, like:

- Edge at Hudson Yards
- Empire State Building Observatory
- One World Observatory

Day 4: New York City

Cruise around New York Harbor and marvel at the Statue of Liberty, Ellis & Liberty Islands, Hudson Yards, and One World Trade Center

Take a walking tour of the Financial District

- Bowling Green Park
- Wall Street and Charging Bull sculpture
- Federal Hall
- Trinity Church
- National September 11 Memorial

Visit Times Square

Attend a Broadway show (based on a select list of current shows)

Day 5: New York City

Take a guided tour of Midtown

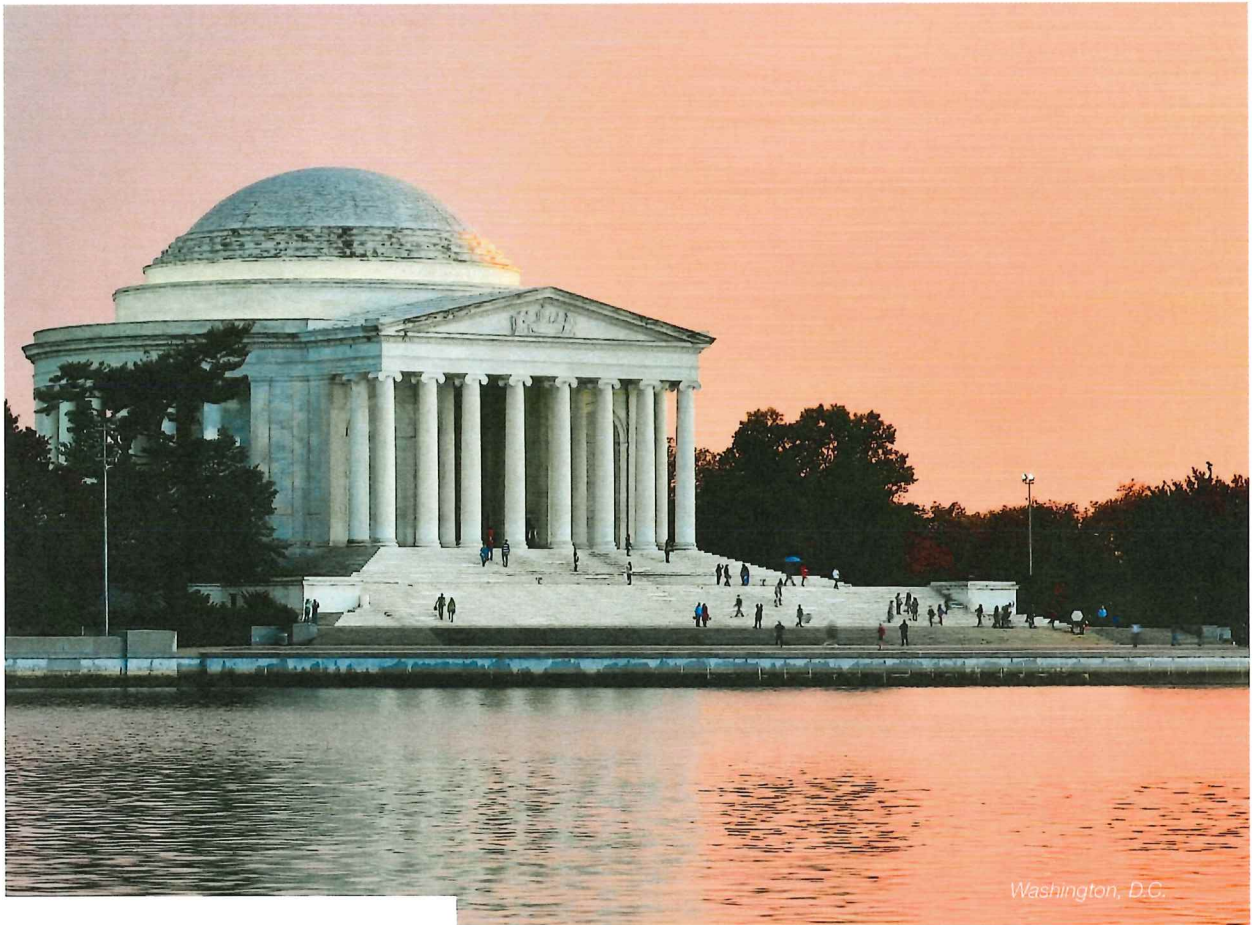
- United Nations Headquarters
- Chrysler Building
- Grand Central Terminal
- Bryant Park
- Rockefeller Center
- St. Patrick's Cathedral
- Fifth Avenue

Make a photo stop in Central Park

Depart for home

WASHINGTON, D.C. & NEW YORK

5 or 6 days | Washington, D.C. | New York City



Day 1: Washington, D.C.

- Arrive in Washington, D.C.
- Photo stops at the White House, Lafayette Square and Black Lives Matter Plaza, Washington Monument, and WWII Memorial
- Smithsonian museums, may include: National Museum of Natural History, National Museum of American History
- [Smithsonian National Air and Space Museum](#)
- Night tour of Washington, D.C.: Lincoln Memorial, Korean War Veterans Memorial, Vietnam Veterans Memorial

Day 2: Washington, D.C. • Mount Vernon

- U.S. Capitol and Visitor Center Tour (subject to availability)
- Photo stop at the U.S. Supreme Court and the Library of Congress
- Explore the Tidal Basin: FDR Memorial, Martin Luther King, Jr. National Memorial, Jefferson Memorial
- Visit Mount Vernon: Mansion (pending availability) and grounds, museum and education center, The Slave Memorial, George Washington's tomb
- [The Enslaved People of Mount Vernon Tour](#)
- Evening activity

THE PEOPLE'S HOUSE

Since it was first built, the White House has always remained open to the people. These days, of course, not just anybody can walk right through the front door, but in centuries past it was quite a different story. President Jackson used to leave a block of cheese out for people to come by and grab a bite if they were in the neighborhood, and during the Civil War, Abraham Lincoln housed Union soldiers on the ground floor.





A TORCH WITH A VIEW

It took them 10 years to raise the money to complete the Statue of Liberty. One way they did it was to build the statue's head and set it down in the middle of Paris, where they charged people money to go up to the top and look out over the whole city. Then they sent the armpit and the torch to America, set it up in Madison Square Park, and charged people money to go up and look out over all of New York. At the time, it was the tallest point in the city.

– Mitch B., Tour Director

Day 3: Washington, D.C. • New York City

- Visit Arlington National Cemetery: Changing of the Guard at the Tomb of the Unknown Soldier, Kennedy Gravesites, Women in Military Service for America Memorial
- Photo stop at the Marine Corps War Memorial
- Travel to New York City
- View the New York City skyline by night from atop one of the city's towering observation decks

Day 4: New York City

- Statue of Liberty and Ellis Island
- Guided tour of the Financial District: Bowling Green park, National Museum

of the American Indian, Charging Bull Sculpture, Wall Street, the New York Stock Exchange, Federal Hall, Trinity Church, St. Paul's Chapel of Trinity Church, 9/11 Memorial

• Survivor-led tour of the 9/11 Memorial & Tribute Museum

- Times Square
- Broadway show

Day 5: New York City • Return home

- Guided sightseeing tour of Midtown: United Nations Headquarters, Chrysler Building, Grand Central Station, Bryant Park, Rockefeller Center, St. Patrick's Cathedral, Fifth Avenue
- Central Park
- Depart for home

• 6-DAY TOUR

Day 5: New York City

- Guided sightseeing tour of Midtown: United Nations Headquarters, Chrysler Building, Grand Central Station, Bryant Park, Rockefeller Center, St. Patrick's Cathedral, Fifth Avenue
- Central Park
- Metropolitan Museum of Art
- Broadway show

Day 6: New York City • Return home

- Tour of Madison Square Garden or Radio City Music Hall
- Depart for home

Itinerary subject to change. For complete financial and registration details, please refer to the Booking Conditions.

METROPOLITAN MUSEUM OF ART

The Met may have the word “art” in its name, but it houses much more than that. As the largest museum in the Western Hemisphere, it features objects, artifacts, and crafts from all over the globe. You can see everything from Egyptian mummies and sarcophagi to a reconstructed Greek temple and medieval weapons. And, of course, it houses one of the world's greatest art collections—including everything from the European masters to stunning examples of Islamic and African art.



Your experience includes

- Round-trip and on-tour transportation
- 4 nights hotel accommodations (5 nights on 6-day tour)
- Full-time Tour Director
- Breakfast and dinner daily
- Comprehensive sightseeing tours

- Visits to special attractions
- 1 Standard Broadway show
- Overnight security at your hotel
- Illness and Accident Coverage
- Travel ID Badges and backpacks
- All gratuities

Options

- Downtown hotel (private groups only)
- Extended stay
- Lunches
- Guided tour at the Metropolitan Museum of Art
- Earned credit for Group Leaders and students