Field Trip Planning Form

			11-12 - 15 - 15 - 15 - 15 - 15 - 15 - 15			
		en students take any trip off campus for s	school purposes.			
School: C	onner Middle	Grade(s): 7 Class/Activity Group/Team: 7th Grade (optional)				
Teacher/Sponsor/Coach: Kate Crum Cell Phone Number: 8588161549						
Person tra	ined with current medication adm	inistration training CPR/FA/AED creden	tial Kate Crum			
Destinatio	n Venue, Location and State: Chic	cago, Illinois (see sample itinerary for ver	nues)			
	tion Contact Person: Lori Hesse	Phone Number: (888)				
	9 9	# Chaperones: TBD (17) Ac	* . ** 25			
	Date(s) & Times	Cost	Transportation			
Departu	re Date: 4/24/2026	Total Cost: \$ 1042.00	☐ District Bus/Van			
1		Funding Source:	☐ Charter Bus:			
Time: 5	:30 AM AM/PM	self	- loss of security and the far			
Return I	Date: 4/26/2026	Fee to be assessed to students:	Approved Bid – Company			
Time: 8	:00 PM AM/PM	§0 - no additional fees	Name			
	7 111/1 111	Attach Student Activity Cost Form 09.15	☐Other:			
e .	*	AP.23	much a copy of Charlet Bus Comract.			
~	At school prior to departure	Student Packed Locati	on where packed lunches will be			
Meals			imed:			
	Student Purchase Restaurant	Name & Location: meals are part of trip package				
	(Name and location of each stop)	Name & Location: varies -see itinerary				
0	Date: 4/24/26	Lodging: TBD - itinerary will be updated				
Over Night		. 211				
	Date: 4/25/26	Lodging: TBD - itinerary will be updated				
Trip Purpose and Core Content/learning targets: Optional 7th grade trip - History and Science standards						
	tudent Circumstances: Review rong, other: n/a	osters for students who require handic	apped accessibility, students not			
	1 .	permission form, someone must be ide	aticad and taking to a later			
		to see who is permitted to give routine				
the state(s) where the trip is planned. This f	form may not be submitted to Central Of	fice for Board consideration until			
you have 1	isted who will be administering all	medications and the nurse has ensured the	at they are trained and authorized.			
Name of trained administrator(s) of routine and emergency medications: Kate Crum						
School Nurse Initials: for verification that medications administrator listed above received training.						
Due Date: 4/3/2026 to turn in Roster and completed Parent Permission Slips for nurse's final review.						
The following items have been completed or are in process. (Teacher/Sponsor/Coach <u>must initial below</u>)						
N/A I have viewed the field trip video for teachers/sponsors/coaches found on the district website.						
I have attached an anticipated Trip Itinerary. I have avaluated the trip site for notantial hazards/anguisl requirements						
I have evaluated the trip site for potential hazards/special requirements. I have an event-specific emergency action plan for the trip site and will distribute to all personnel attending						
the event in an official capacity.						
N/A Funds have been secured for indigent students.						
If needed, background checks for chaperone approval have been initiated.						
Plans have been made for students who currently have medication orders on file at the school, to receive routing medications (trained employee for KY trips and states where approved, nurse, or parent attending):						
Teacher/Sponsor/Coach Signature: Date: 8 12 25						
Date:						

School-Related Student Trip Request Form

EVENT SPECIFIC EMERGENCY ACTION PLAN (EAP) FOR ATHLETIC AND NONATHLETIC EVENT HELD OFF-CAMPUS Chicago, Illinois (see sample itinorary for voryos)

Destination/Venue: Chicago, Illinois (see sample itinerary for venues)
Venue Address: varies - see itinerary
Person or email contacted at venue to discuss EAP: Lori Hess: LoriH@WorldStrides.com
Position/Title of person contacted: account manager
Date (s) of contact: 5/72/25, 7/30/25
Is there an Automatic External Defibrillator (AED) on site \square yes \square no? Is it regularly maintained? \square yes \square no? yes, where is it located? will carry school AED and first aid kit
Does venue have an emergency response team (ERT) ■ yes □ no?
Process to request AED and/or ERT if needed at the scene: self carry AED and first aid kit
Will a portable AED be taken from school on this trip ■ yes □ no? If yes, who will be responsible for oversight an location of AED? Kate Crum
Is any other assigned emergency equipment available on field trip? 🗏 yes 🗆 no
If so, list location of equipment with Kate Crum
The school personnel or volunteer attending in an official capacity who is in charge of the student is responsible for the main components of the EAP.
The main components of this Cardiac Emergency Action Plan that need to be communicated include:
• Location of AEDs.
• If possible, how to gain access.
• Steps that must be taken quickly to initiate the chain of survival.
 Recognition of a sudden cardiac arrest event (assume cardiac arrest in anyone who is collapsed an unresponsive and not breathing).
o Call 911 using cell phone or other means of communication.
o Begin Hands-Only CPR (push hard and fast in center of chest about 100 times/minute).
o Retrieve and use the nearest AED.
o Continuing supporting the victim until the local EMS arrives and takes over care; and
o Direct EMS to the scene.
APPROVAL SIGNATURES REQUIRED
O CHECK ALL BOXES BELOW THAT APPLY TO THIS TRIP REQUEST AND SECURE ALL REQUIRED SIGNATURE
o Principal:
○ □ Required for all trips
o Superintendent/Designee: Date:
○ □ Overnight Trips
o Board of Education: Meeting Date:
 Submit forms to Superintendent/Designee for review and submission to the Board for approval. Travel outside the Tri-State area of KY, OH, IN
O Common Carrier contract including cost
o M. Common Carrier Transportation. Reason for using a Charter Bus/Plane: Who State
 All field trip forms requiring Board approval must be completed and submitted by Deadline for next Boar meeting.



Educational Travel & Experiences

WorldAssistÚ by WorldStrides

For 24/7/365 assistance call: 800-999-4542

LKH

Conner Middle School Trip ID: 224519 HICG Group Number: 39202-31-L Kate Crum [0S+0A+0TC=0]

Sightseeing Information (DRAFT)

Total Count: 0S + 0A + 0TC = 0 PRT: 07/30/25

WorldStrides reserves the right to revise this itinerary due to unforeseen circumstances such as traffic, road closures, site closures, weather or any restrictions related to public health and safety matters. Your Course Leader will consult with the Program Leader and Bus Driver(s) on any changes.

In keeping with WorldStridesÊ commitment to safety and security, all of our itineraries are compliant with Department of Transportation rules and regulations and giving drivers at least 9 hours off each night and a maximum of 14 hours on duty, not to exceed 10 hours of driving during any 24 hour period. This includes time for drivers to follow any necessary health and safety cleaning protocols.

REAL ID requirements go into effect May 7, 2025. Travelers 18 and older will need a REAL ID or valid passport to board flights or enter certain federal buildings.

(DRAFT)Friday, April 24, 2026

Group is using JASSBY cards for some or all allotments on this tour

5:30A Coach REPORT Conner Middle School (ET)

5:30A Group GATHER at Conner Middle School

Bags on Coach 6:00A Coach DEPART for Chicago (ET)

11:00A MEET Course Leaders at Rock and Roll McDonalds - 600 N. Clark St, Chicago IL, 60610 - Course Leaders will remain with group for duration of the progam (CT)

\$15 Lunch Allotment - Group eat lunch at Portillos

1:00P ***** Art Institute of Chicago - 111 S Michigan Ave Chicago, IL 60603 - (312) 443-3600

(Pending) - (40 ppl)

3:30P 360 Chicago Obsedrvatory, 875 N. Michigan Avenue, 94th Floor, Chicago, IL 60611

888-875-8439 - (40 ppl)

5:30P Giordanos Pizzeria - 223 W Jackson Boulevard, Chicago IL 60606 312-583-9400. Entrance to

restaurant is now located on Franklin. - Conf#-Dinner confirmed for 4/24 at 5:30pm

7:30P Coach DROP group at hotel for check-in

(DRAFT)Saturday, April 25, 2026

7:00A Hotel Breakfast

Coach DEPART 8:00A

9:00A

1:00P

***** Wrigley Field Tour - 1060 West Addison Street, Chicago, IL 60613 - (773) 388-8270 Bus Drivers drop group off at the corner of Clark Street and Addison Street underneath the Red Marquee. The Driver can then proceed on Clark to Irving park Road take a right then can idle on Irving park Road,

Group check in with your guides at the Gallagher Way Gate. (Pending) - (40 ppl)

\$15 Lunch Allotment

Museum of Science and Industry with Omnimax - 5700 S. Lake Shore Drive Chicago, IL (enter through the Front Door Entrance) - (773) 684-1414 - (40 ppl)

Buckingham Fountain (picture stop)

Millennium Park (picture stop) "The Bean"

6:30P Medieval Times Chicago - 2001 N. Roselle Road, Schaumburg, IL - (847) 843-3900 - (40 ppl)

10:00P Coach DROP at hotel 12:30P

2:00P

2:30P

9:00P

Confidential and proprietary information of WorldStrides .

Course Leaders DISMISSED

DINNER ON OWN

3333 (Pending)

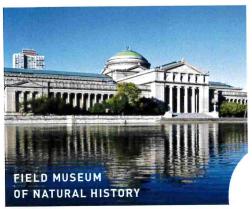
Coach DEPART for Conner Middle School (CT)

Approximate ARRIVAL at Conner Middle School (ET)

*******Shedd Aquarium Meal Vouchers - 1200 S Lake Shore Drive, Chicago IL 60605 312-692-

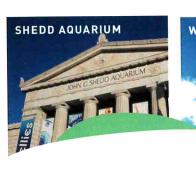
Itinerary View Copies: 1 Status: Meals Submitted

Conner Middle School IS COINC TO Chicago AND YOU'RE ALL INVITED!





















Space is still available for our trip. We want as many students as possible to have this once-in-a-lifetime opportunity to travel with their classmates!

Sign Up By: Monday, 06/30/2025



SCAN

to see more information on our trip including dates, the price and itinerary.



225 Charles A. Liddle Drive, Suite 110 Lawrenceburg, IN 47025

Phone:

812-577-0219

Fax:

812-577-0362 866-276-0581

Toll Free Website:

www.crowncharter.net

Email:

Crown1@crowncharter.ne

Charter Confirmation

Confirmed:

07/30/25

Charter No.:

11471

Emily Senn WorldStrides

218 W. Water Street

Suite 400

Charlottesville, VA 22902

Phone:

434-982-8746

Fax:

434-982-8755

Order Date

07/30/25

SalesRep:

Justin Moore

Thank you for selecting Crown Charter for your upcoming trip. We are committed to providing you with the service possible. This Confirmation serves as your contract for your transportation needs shown below. We m your signed and dated copy of this confirmation by the due dates shown below. Please review the following in confirm our understanding of the services we will provide.

Group Name: Conner MS

Coaches:

1

Group Leader: Emily Senn

Equipment:

55 pax

Destination:

Chicago IL

Leave Date:

Friday, April 24, 2026

Return Date:

Sunday, April 26, 20

Spot Time:

5:30 am

Leave Time:

6:00 am

Conner MS

Pickup Location:

Hebron KY

Retn\Drop Time: 9:00 pm

Destination

Chicago IL

Details:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 09/04/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on

th	is certificate does not confer rights t	o the	cert						
0.000	DUCER			CO	CONTACT WTW Certificate Center				
	is Towers Watson Southeast, Inc. 26 Century Blvd			PI	PHONE (A/C, No, Ext): 1-877-945-7378 (A/C, No): 1-888-467-2378				
	Box 305191			l è	E-MAIL ADDRESS: certificates@wtwco.com				
Nasl	ville, TN 372305191 USA						DING COVERAGE		NAIC#
				IN		nsurance Co			11150
INSU				IN	ISURER B : HDI GL	obal Specia	ilty SE		в0783
	dStrides E Water Street, Suite 200			IN	SURER C: Transp	ortation Ir	surance Company		20494
	lottesville, VA 229025062			IN	SURER D: Texas	Insurance (Company		16543
				IN	ISURER E :				
					ISURER F :				
CO	/ERAGES CER	TIFIC	CATE	NUMBER: W40184238			REVISION NUMBER:		
E)	IIS IS TO CERTIFY THAT THE POLICIES DICATED. NOTWITHSTANDING ANY RE ERTIFICATE MAY BE ISSUED OR MAY I ICLUSIONS AND CONDITIONS OF SUCH	QUIF PERT POLIC	REME AIN, CIES.	NT, TERM OR CONDITION OF THE INSURANCE AFFORDED LIMITS SHOWN MAY HAVE BE	ANY CONTRACT BY THE POLICIE EN REDUCED BY	OR OTHER I S DESCRIBEI PAID CLAIMS.	OCUMENT WITH RESPE	CT TO V	NHICH THIS
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMI	rs	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	\$	10,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	1,000,000
A							MED EXP (Any one person)	\$	10,000
		Y		TAP0196147-03	09/30/2024	09/30/2025	PERSONAL & ADV INJURY	\$	10,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:				,		GENERAL AGGREGATE	\$	10,000,000
	X POLICY PRO- JECT LOC						PRODUCTS - COMP/OP AGG	\$	10,000,000
	OTHER:							\$	
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$	10,000,000
	ANY AUTO						BODILY INJURY (Per person)	\$	
A	OWNED SCHEDULED AUTOS			TAP0196147-03	09/30/2024	09/30/2025	BODILY INJURY (Per accident)	\$	
	X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$	
							,,	\$	
В	UMBRELLA LIAB X OCCUR						EACH OCCURRENCE	s	5,000,000
	X EXCESS LIAB CLAIMS-MADE			18EX4142	09/30/2024	09/30/2025	AGGREGATE	\$	5,000,000
	DED RETENTION\$							\$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						X PER OTH-		
C ANYPROPRIETOR/PARTNER/EXECUTIVE V/N N/A		7040225396	00/00/000	00/20/0005	E.L. EACH ACCIDENT	\$	1,000,000		
	(Mandatory in NH)			7040225396	09/30/2024	09/30/2025	E.L. DISEASE - EA EMPLOYEE	\$	1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	\$	1,000,000
A	Professional Liability			TAP0196147-03	09/30/2024	09/30/2025	Each Negligent Act or	\$10,00	00,000
							Negligent Omission		
	Abusive Acts						Each Occ/Agg	\$2,000	,000
	RIPTION OF OPERATIONS / LOCATIONS / VEHICL								
	of the effective date noted ab								
the operations of the Named Insured in connection with the travel and/or tour services provided, as required by									
written contract and per the terms and conditions of the policy. SEE ATTACHED									
OLL	ATTACHED								
CERTIFICATE HOLDER CANCELLATION									
THI					SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.				
Conner Middle School				AL	AUTHORIZED REPRESENTATIVE				
Attn: Kate Crum 3300 Cougar Path					COSTA CARL SIA SEMENTAL SEARCH MANAGEMENT CONTROL CONT				
Hebron, KY 41048					John Ben-				

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AGENCY CUSTOMER ID: _	
LOC #1	



ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY		NAMED INSURED				
Willis Towers Watson Southeast, Inc	3.	WorldStrides 701 E Water Street, Suite 200				
POLICY NUMBER		Charlottesville, VA 229025062				
See Page 1			The second secon			
CARRIER		NAIC CODE				
See Page 1		See Page 1	EFFECTIVE DATE: See Page 1			
ADDITIONAL REMARKS						
THIS ADDITIONAL REMARKS FORM IS A	SCHEDULE TO ACO	RD FORM,				
FORM NUMBER:25 FORM TITL	E: Certificate of	Liability :	Insurance			
Trip Dates: April 24-26,2026						
INSURER AFFORDING COVERAGE: Texas	=			NAIC#: 16543		
POLICY NUMBER: BESGLXTVA011401_17	70557_01 EFF	DATE: 09/3	0/2024 EXP DATE: 09/30/2025			
TYPE OF INSURANCE:	LIMIT DESCRIPTION		LIMIT AMOUNT:			
Excess Liability	LIMIT DESCRIPTION	1:	LIMIT AMOUNT: See Excess			
Excess Himility			Program Attached			
			rrogram Accaened			
INSURER AFFORDING COVERAGE: Transportation Insurance Company NAIC#: 20494						
POLICY NUMBER: 7040225401						
	LIMIT DESCRIPTION		LIMIT AMOUNT:			
-	E.L.Each Incident		\$1,000,000			
	E.L. Disea Pol Li		\$1,000,000			
Per Statute	E.L Each employ	ee	\$1,000,000			

Excess Program Structure

Effective Date	Carrier	Policy Number	Limit	Layer
9/30/24 to 9/30/25	HDI Global Specialty SE	18EX4142	\$5,000,000	\$5M Primary
9/30/24 to 9/30/25	Texas Insurance Company	BESGLXTVA011401_1 70557_01	\$5,000,000	\$5M x \$5M
9/30/24 to 9/30/25	Westchester Surplus Lines Insurance Company	G72597734 003	\$10,000,000	\$10M x \$10M
9/30/24 to 9/30/25	Everest National Insurance Company	XC3EX00425-241	\$5,000,000	\$5M x \$20M
9/30/24 to 9/30/25	Navigators Insurance Company	GA24EXRZ0CGBUIV	\$5,000,000	\$5M x \$25M
9/30/24 to 9/30/25	HDI Global Specialty SE	HDHX003701361	\$5,000,000	\$5M x \$30M
9/30/24 to 9/30/25	Allianz Global Corporate & Specialty SE	RMHX004900128	\$5,000,000	\$5M x \$35M

Total Limits	\$40,000,000

Underlying schedule of insuring agreements included under Excess tower (subject to policy limits, deductibles, terms, conditions, and applicable statutes and regulations):

- General Liability
- Employee Benefits Liability
- Automobile Liability
- Employer's Liability
- Foreign General Liability
- Foreign Contingent Automobile Liability
- Foreign Employer's Liability

Named Insured Matrix

This intends to outline the main named insureds and DBAs currently affiliated with Lakeland Tours, LLC DBA WorldStrides.

- Lakeland Tours, LLC dba WorldStrides
- Christian Discoveries
- Capstone Programs
- Accent Travel Group
- Travel MBA
- New Century Tours
- American High School Theatre Festival
- Worldpass Travel Group
- USA Student Travel
- Music America
- GET TRAVEL
- Adventures America
- Lakeland Holdings, LLC
- Lakeland Finance, LLC
- Lakeland TOPCO Holdings, LLC
- Heritage Education and Festivals, LLC
- Americas Travel Centre
- Bowl Games of America
- Skys The Limit
- Classic Festivals
- Field Studies Center of New York
- Field Studies International
- Backstage Theatre Tickets
- WorldStrides International, LLC
- National Educational Travel Council, LLC
- NETC
- International Discovery Programs
- Casterbridge Tours, Ltd
- Lakeland Seller Finance, LLC
- WorldStrides Holdings, LLC
- WH Blocker, Inc.
- WS Purchaser, Inc.
- WS Holdings Acquisition, Inc.
- WS Holdings, Inc.
- WorldStrides Travel Information Consulting (Shanghai) Co., Ltd.
- WorldStrides PTY LTD
- Snowman Property Management PTY LTD
- Tinogra PTY LTD
- Trekset Travel
- Group Travel
- Get Sports
- Excel International Sports

- Excel Group
- Excel Sports
- Oxbridge Academic Resources LLC
- Oxbridge Academic Programs
- CBL International Management, Ltd
- CBL International Academic Education, Ltd
- · Global Education Group Holdings, Ltd.
- CBL International Oxbridge Programmes, Ltd.
- International Studies Abroad, LLC and subsidiaries
- E.L.E. Asesores Lingüísticos, S.L
- Explorica, LLC and subsidiaries
- Explorica Travel, LLC
- Explorica S. de R.L. de C.V.
- Explorica Merida Holdings, LLC
- The Education Abroad Network (TEAN)
- Leadership Platform Acquisition, LLC dba Envision EMI LLC
- WorldStrides Camp (Shanghai) Education Technology Co., Ltd.
- WorldStrides Global Camps
- Worldstrides Pte. Ltd.
- Brightspark Travel, LLC
- Travel Turf, LLC dba World Class Vacations
- WorldStrides Canada, Inc. and all registered trade names (to be provided)
- Les Tours Jumpstreet Tours Inc.
- G.E.T Educational Tours Pty Ltd
- WorldStrides Custom Programs