

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: IX C DATE: September 12, 2018

TOPIC/TITLE: Travel Requests

PRESENTER: Scott Hawkins

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
☐ ACTION REQUESTED AT THIS MEETING
☒ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
☐ BOARD REVIEW REQUIRED BY

- ☐ STATE OR FEDERAL LAW OR REGULATION
☒ BOARD OF EDUCATION POLICY
☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☐ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
☐ ACTION:

BACKGROUND INFORMATION:

As per Board policy the attached travel requests must be approved by the Board.

SUMMARY OF MAJOR ELEMENTS:

Attached: Woodford County Staff from Central Office, Huntertown, Northside, Simmons, Southside & WCMS (Smekens Writing Remix Conference, Indianapolis, IN); Director of Special Education and WCHS Special Education Teacher (Council for Exceptional Children Special Education Convention & Expo, Indianapolis, IN); Northside Teachers (Great Minds Professional Development Institute, Columbus, OH); WCHS Culinary Students/Staff (Walt Disney World's Cook Around the World Culinary Experience and Competition, Orlando, FL); WCHS Students and Staff (Washington, DC); WCHS Academic Team (Hoover Invitational Tournament, Hoover, AL; 2018 Vanderbilt University Scholastic Performance of Outstanding Knowledgeable Youths, Nashville, TN); WCHS Art, Design, Voice, AP Literature Students/Staff (Cincinnati Art Museum, Cincinnati, OH); WCHS Boys Baseball (Baseball Games, Clearwater, FL); WCHS Journalism/Media Students/Staff (NSPA Convention, Chicago, IL).

IMPACT ON RESOURCES: Please see attached documentation.

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: 1 X C DATE: September 10, 2018

TOPIC/TITLE: Travel Request/Team of 17 Educators/Smekens Writing Remix/Indianapolis, Indiana/
October 29-30, 2018 (travel date October 28)

PRESENTER: Jimmy Brehm 

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☒ ACTION REQUESTED AT THIS MEETING
- ☒ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
- ☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
- ☒ BOARD REVIEW REQUIRED BY

- ☐ STATE OR FEDERAL LAW OR REGULATION
- ☒ BOARD OF EDUCATION POLICY
- ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☒ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
- ☐ ACTION:

BACKGROUND INFORMATION:

Per Board policy - prior approval for overnight and out of state travel and collection of student fees.

SUMMARY OF MAJOR ELEMENTS:

Request Board approval for the Woodford County educators listed below to attend the Smekens Writing Remix Conference to be held in Indianapolis, Indiana, on October 29-30, 2018, per the attached request.

Central Office - Jimmy Brehm & Misty Higgins
Huntertown - Julie Dowdell, Becky Hewlett, & Amanda Nugents
Northside - Ryan Asher, Michelle Praria, & Amy Gordon
Simmons - Nick Schuerman, Debbie Baker, & Laryssa Oldham
Southside - Jason McAllister, Sherri Ping, & Lindsey Phelps
WCMS - Tracy Bruno, Callie Ethington, & Brittany Harris

IMPACT ON RESOURCES: Per attached request

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended

☐ Not Recommended



**WOODFORD COUNTY SCHOOLS
OUT OF STATE OR OVERNIGHT
TRAVEL REQUEST**

INDIVIDUAL/STAFF REQUESTING TRIP:	Central Office - Jimmy Brehm Misty Higgins Huntertown - Julie Dowdell Becky Hewlett Amanda Nugents Northside - Ryan Asher Michelle Praria Amy Gordon Simmons - Nick Schuerman Debbie Baker Laryssa Oldham Southside - Jason McAllister Sherri Ping Lindsey Phelps WCMS - Tracy Bruno Callie Ethington Brittany Harris
DATES OF TRIP:	October 28-30, 2018
TRIP TO:	Indianapolis, Indiana
METHOD OF TRANSPORTATION:	Ground
ACCOMMODATIONS:	Hilton Garden Inn Indianapolis/Carmel
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	To attend Smekens Writing Remix Conference on October 29-30, 2018
CONFERENCE AGENDA: SEE ATTACHMENT	Attached

NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	17 as listed above
TOTAL ESTIMATED COST:	\$17,974
COST INCLUDES:	Mileage, registration, hotel, and meals
FUNDING SOURCE:	Title I, Title II, and PD funds
FUND MANAGER RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

Writing REMIX!

A TWO-DAY "BEST-OF-SMEKENS" WRITING CONFERENCE

30 Dynamic Sessions to Help You Teach
**Writing Lessons
That Get Results**



Featuring: Kristina Smekens,
Courtney Gordon & Kristi McCullough



FOUR MIDWEST LOCATIONS • FALL 2018
Indianapolis, IN – Lawrenceburg, IN – Columbus, OH – Chicago, IL

Choose from 30 SESSIONS

Meet the PRESENTERS

KRISTINA SMEKENS

A dynamic teacher and presenter, Kristina has built a reputation for using enthusiasm, humor, and common sense to equip K-12 educators with practical, demystifying strategies for teaching reading and writing.



As president and lead consultant for Smekens Education, Kristina is constantly developing new strategies to help teachers meet the demands of today's College and Career-Ready Standards. She shares those strategies with teachers across the United States and beyond through on-site school trainings, regional seminars, and an always-growing pool of print, digital, and video resources.

Well known for offering innovative ideas, Kristina has authored more than 50 "Smekens Originals," which consist of books, guides, and other classroom tools. Among the most popular of these resources are her best-selling books, *Launching the Writer's Workshop: Grades K-2* (3rd Edition), and *Launching the Writer's Workshop: Grades 3-12* (3rd Edition).



COURTNEY GORDON

Known both for her enthusiasm and expertise, Courtney is a dynamic presenter whose practical strategies for teaching reading and writing resonate with teachers across the K-12 spectrum.



Courtney taps into her own classroom experience as a middle school language arts teacher as she guides K-12 teachers toward effective literacy instruction throughout the curriculum. Teachers, administrators, and students all look forward to watching Courtney demonstrate best-practice mini-lesson strategies in actual classrooms. She has presented to schools and districts throughout the Midwest and Canada.

KRISTI MCCULLOUGH

Teachers love the authentic, "from-the-trenches" insight that Kristi McCullough offers during her professional development sessions with teachers. Her own experience as an elementary teacher and literacy coach provides the perfect backdrop for Kristi to share practical ways to deliver research-based best practices.



Kristi has worked with thousands of teachers across the United States delivering regional seminars and customized on-site school trainings that focus on teaching reading and writing.

She is passionate about helping teachers implement a balanced literacy approach focused on real-life, purposeful literacy activities that result in improved student achievement.

Phone: (888)376-0448 • Fax: (888) 376-0489 • Online: www.WritingRemix.com

What teachers say about WRITING REMIX:

"I loved the diversity amongst topics. I felt I could get something out of each session."
Anneke Van Wyngaarden • teacher at Fred J. Huns Elementary School, Mishawaka, IN

"It has changed the way I'm going to attack writing in my classes. More collaboration. More frequency. Fewer drafts. Fewer grades."
Libby Shogren • teacher at Wauconda Community High School, Wauconda, IL



Continuing EDUCATION

Writing Remix attendees will receive a completion certificate at the conclusion of the event to provide evidence of participation in 11 hours of professional development (5.5 hours per day).

FOR ILLINOIS TEACHERS: Thanks to a partnership with the Regional Office of Education #19, all Illinois teachers attending our November 13-14 session in Chicago are eligible to earn state-approved continuing education credit for 11 hours of training. Smekens Education is an approved subcontractor for ROE #19.

Graduate CREDIT

For an additional fee of \$375, educators who attend both days of the Writing Remix may secure three hours of nationally-accredited graduate credit from the Midwest Teachers Institute. These non-degree credits are designed for professional certification renewals and salary step increases. Additional coursework is required. *(Check with your district for approval prior to making a commitment.)*

Bonus Items

- Receive a binder containing full-color handouts from all 30 sessions.
- Gain lifetime access to the conference "secret site." This password-protected website features hundreds of digital resources, including lessons, videos, photos, whiteboard documents, and more. (All 30 sessions are included)
- Enjoy complimentary breakfast & lunch each day.
- Earn up to 11 hours of continuing education, plus the opportunity to earn 3 hours of graduate-level credit.

Something for EVERYONE

For SmeKens veterans:

- Re-energize your writing instruction with a refresher on specific topics.
- Pick a mix of sessions that will "fill in the gaps" of your writing training.
- Learn classroom-tested strategies that are targeted for your specific grade range.

For teachers new to SmeKens strategies:

- Learn the SmeKens strategies that have helped thousands of teachers transform their writing instruction from good to great.
- Attend multiple sessions from the same topic strand to build a strong foundation on a single facet of writing.
- Choose sessions that address your greatest challenges in teaching writing.

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INDIANAPOLIS, IN October 29-30 ★ 502 East Event Centre

Located on the north edge of Indianapolis, the 502 East Event Centre is easy to access and situated just three miles from the Hilton Garden Inn.

CONFERENCE HOTEL:
Hilton Garden Inn, Camel
WORKSHOP RATE:
Sunday & Monday nights
Double: \$119/night
State and local taxes (currently 12%) are additional.
Published rates valid until September 30, 2018.
TO RESERVE YOUR ROOM:
Call (317) 581-9400.
Provide the group name "SmeKens Education."



LAWRENCEBURG, IN November 1-2 ★ DoubleTree Hilton

Boasting a natural setting and splendid views of the Ohio River, this contemporary hotel is nestled in the heart of downtown Lawrenceburg.

CONFERENCE HOTEL:
DoubleTree Hilton
WORKSHOP RATE:
Wednesday & Thursday nights
Double rooms: \$104/night
State and local taxes (currently 12%) are additional.
Published rates valid until October 17, 2018.
TO RESERVE YOUR ROOM:
Call (812) 535-8886.
Provide the group name "SED."



Columbus, OH November 6-7 ★ Nationwide Hotel & Conference Center

Set on a 40-acre park with cobblestone walkways, this modern conference hotel in a Georgian-style building is 16 miles from downtown Columbus.

CONFERENCE HOTEL:
Nationwide Hotel & Conference Center
WORKSHOP RATE:
Monday & Tuesday nights
Single or Double: \$139/night
Triple: \$149/night | Quad: \$159/night
State and local taxes (currently 16%) are additional.
Published rates valid until November 5, 2018.
TO RESERVE YOUR ROOM:
Call (614) 880-4300 or www.nationwideconferencecenter.com.
Provide the group name "SmeKens Education."



Chicago, IL November 13-14 ★ Drury Lane Conference Center

Located in Chicago's western suburbs, the Drury Lane Conference Center is just a few steps from the conference hotel, the Hilton Chicago/Oak Brook Suites.

CONFERENCE HOTEL:
Hilton Chicago/Oak Brook Suites
WORKSHOP RATE:
Monday & Tuesday nights
Single or Double: \$159/night
Triple: \$169/night | Quad: \$179/night
State and local taxes (currently 20%) are additional.
Published rates valid until October 21, 2018.
TO RESERVE YOUR ROOM:
Call (630) 941-0100.
Provide the group name "SmeKens Education."



Day 1 PICK YOUR MIX

STRAND	SESSION TOPICS				
	SESSION 1 8:00-9:15	SESSION 2 9:30-10:35	SESSION 3 10:50-11:55	SESSION 4 1:05-2:10	SESSION 5 2:25-3:30
Six Traits	Recognize the 6 Traits within K-12 Student Writing Kristina SmeKens Grades K-12, ELL All Levels	Introduce the 6 Traits to Students Kristi McCullough Grades K-12, ELL All Levels	Effectively Apply Mentor Text within a Mini-Lesson Courtney Gordon Grades K-12, ELL All Levels	Create Writing Rubrics in the Primary Grades Kristi McCullough Grades K-2, ELL Levels 1-2	Assess Writing with a 6-Traits Rubric Courtney Gordon Grades 2-12, ELL Levels 3-5
	Teach Grammar Skills One Mini-Lesson at a Time Courtney Gordon Grades K-12, ELL All Levels	Align Conventions within Writing Units Kristina SmeKens Grades K-12, ELL All Levels	Target the Same Grammar Skill Across Multiple Days Kristina SmeKens Grades K-12, ELL All Levels	Assess Mastery of Grammar and Mechanics Kristina SmeKens Grades 3-12, ELL Levels 3-5	Improve Basic Sentence Conventions Kristi McCullough Grades K-2, ELL Levels 1-2
Grammar & Conventions					
Content Area	Integrate Frequent Writing Experiences in the Content Areas Kristi McCullough Grades 3-12, ELL Levels 3-5	Generate Short & Powerful Content-Area Writing Courtney Gordon Grades 3-12, ELL Levels 3-5	Write After-Reading Summaries in the Subject Areas Kristi McCullough Grades 2-12, ELL Levels 3-5	Deepen Content Understanding with Nonfiction Notebooks Courtney Gordon Grades K-12, ELL All Levels	Improve Math Talk, Science Talk, and Social Studies Talk Kristina SmeKens Grades 3-12, ELL Levels 3-5

Who attends WRITING REMIX?

K-6 General Education Teachers
K-12 Special Education Teachers
Literacy Coaches & Coordinators
6-12 Language Arts Teachers
ELL Teachers
Title I Teachers
Gifted and Talented Teachers
Principals & Assistant Principals
MS & HS Content-Area Teachers

On-site BOOKSTORE!

Teachers always look forward to browsing the selection of professional books, picture books, and other resources available on site from The Literacy Store. As always, attendees will enjoy a 15% discount. For an advance look at what The Literacy Store has to offer, visit www.TheLiteracyStore.com.



What others HAVE TO SAY:

"Huge bonus was providing participants with ALL the resources. This took the stress out of choosing the 'right' sessions because you could pre-look and still learn even if you didn't attend the session."

Angie Garber • teacher at Wilson Elementary School, Cincinnati, Ohio

"The binder is AMAZING! I love getting all the handouts. Length of sessions is perfect. No 'filler' in sessions. I can't wait to share these writing techniques with other content-area teachers in my building."

Trad Ehrlich • teacher at Franklin Local School District, Duncan Falls, OH

Day 1 Sessions



"This kind of conference is genius. I can get the information I need to help me be the best teacher I can be without wasting my time on things I've already gotten before or in another PD."
Amanda Robinson • teacher at Lake Ridge New Tech Middle School, Gary, IN

SIX TRAITS

Recognize the 6 Traits within K-12 Student Writing
 This is a great first session for those needing a crash course or a quick refresher on the writing traits, as they will be referenced frequently throughout all Writing Remix sessions. The 6-Traits language is a fabulous tool to support writing instruction and assessment. Participants will walk away with a strong understanding of what each trait looks like in a variety of grade levels and writing genres.

K-12, ELL All Levels | PRESENTER: Kristina Snelkens

GRAMMAR & CONVENTIONS

Teach Grammar Skills One Mini-Lesson at a Time
 Conventions instruction must go beyond memorizing rules. Rather, focus on the purpose, function, and impact the grammar skill has on a sentence's overall message. When students know why a reader needs a convention and when a writer wants a particular convention, they then realize the importance of accurate convention application. This session outlines several ways to make your initial grammar lessons more powerful, more visual, and more memorable.

K-12, ELL All Levels | PRESENTER: Courtney Gordon

CONTENT AREA

Integrate Frequent Writing Experiences in the Content Areas
 In order to write well in math, science, and social studies, the standards require explicit instruction be taught in every subject area. This session will show attendees how they can punctuate students' subject-area learning with short and powerful writing experiences. This includes providing discipline-specific writing instruction, assigning relevant writing tasks, and assessing content accuracy and basic writing skills.

3-12, ELL Levels 3-5 | PRESENTER: Kristi McCullough

SIX TRAITS

Introduce the 6 Traits to Students
 This session reveals several ways to introduce the trait language to your students using mentor text, song lyrics, and visual icons. It answers questions like: *How long do you spend on each trait? In what order should you introduce them? What do you do after reading a related picture book?* Leave this session with a clear vision for how you could introduce the traits to your own students.

K-12, ELL All Levels | PRESENTER: Kristi McCullough

GRAMMAR & CONVENTIONS

Align Writing Units within Writing Units
 Many students who can correct sentences in workbooks and pass online quizzes cannot apply appropriate conventions within their own writing. The secret to skill transfer is to avoid isolating grammar in a separate facet of language arts instruction. In this session, attendees learn how to weave the most relevant grammar skills into various writing units all year long.

K-12, ELL All Levels | PRESENTER: Kristina Snelkens

CONTENT AREA

Generate Short & Powerful Content-Area Writing
 It's expected that students go beyond simply summarizing and regurgitating content-area knowledge. They must apply what they know about a concept in writing. This session outlines a wide variety of short and powerful writing formats that generate informative and argumentative responses across all grade levels and content areas.

3-12, ELL Levels 3-5 | PRESENTER: Courtney Gordon

Day 1 Sessions

SIX TRAITS

Effectively Apply Mentor Text within a Mini-Lesson
 The power of mentor text is that students read and analyze the qualities of strong writing before they are expected to apply them within their own writing. Mentor text can include picture books, exemplar papers, and real-world texts. This session reveals the do's and don'ts of incorporating mentor text into your mini-lessons and how to choose which texts to utilize for which writing skills.

K-12, ELL All Levels | PRESENTER: Courtney Gordon

GRAMMAR & CONVENTIONS

Target the Same Grammar Skill Across Multiple Days
 A grammar skill is not mastered in a single 15-minute lesson. There is a developmental progression that occurs across a multi-day mini-lesson series. Participants will study several mini-lesson outlines and learn how to support students as they learn new skills. This includes noticing the grammar skill within mentor text, then trying it within previous drafts, and ultimately applying the skill in a new piece.

K-12, ELL All Levels | PRESENTER: Kristina Snelkens

CONTENT AREA

Write After-Reading Summaries in the Subject Areas
 Support students as they attempt to write strong, complete, and cohesive summaries that utilize content-area vocabulary. This session will include 10 different strategies including the *Key-Word Summary*, the *Shrinking Summary*, *Information Pyramids*, *20-Word Gists*, *Framed Writings*, and more. Try out several strategies during this session and see authentic student examples executed in various content areas and grade levels.

2-12, ELL Levels 3-5 | PRESENTER: Kristi McCullough

SIX TRAITS

Create Writing Rubrics in the Primary Grades
 Students need a tool that defines "good" writing and identifies what the teacher wants. Rubrics accomplish this. However, they must be kid-friendly. Five-year-olds and/or ELLs have to be able to "read" it. This session will reveal strategies to create and grow a rubric that is visual and includes simple language that our youngest writers understand.

K-2, ELL Levels 1-2 | PRESENTER: Kristi McCullough

GRAMMAR & CONVENTIONS

Assess Mastery of Grammar and Mechanics
 Students need abundant practice with a new grammar skill. This may include a variety of bell-ringer activities, peer-editing exercises, customized self-editing checklists, and more. However, mastery is demonstrated when students can accurately apply the grammar skill within a new first draft. This session reveals how and when to assess students' growing understanding of new skills while also expecting evidence of skills previously taught.

3-12, ELL 3-5 | PRESENTER: Kristina Snelkens

CONTENT AREA

Deepen Content Understanding with Nonfiction Notebooks
 More than just a landing spot to copy notes from the board, nonfiction notebooks are a place for students to reflect on key concepts and deepen their thinking in writing. Participants will first see various options for setting up, organizing, and integrating this classroom resource in any content area. Then the presenter will reveal numerous notebook-entry writing topics and ideas.

K-12, ELL All Levels | PRESENTER: Courtney Gordon

SIX TRAITS

Introduce the 6 Traits to Students
 This session reveals several ways to introduce the trait language to your students using mentor text, song lyrics, and visual icons. It answers questions like: *How long do you spend on each trait? In what order should you introduce them? What do you do after reading a related picture book?* Leave this session with a clear vision for how you could introduce the traits to your own students.

K-12, ELL All Levels | PRESENTER: Kristi McCullough

GRAMMAR & CONVENTIONS

Align Writing Units within Writing Units
 Many students who can correct sentences in workbooks and pass online quizzes cannot apply appropriate conventions within their own writing. The secret to skill transfer is to avoid isolating grammar in a separate facet of language arts instruction. In this session, attendees learn how to weave the most relevant grammar skills into various writing units all year long.

K-12, ELL All Levels | PRESENTER: Kristina Snelkens

CONTENT AREA

Generate Short & Powerful Content-Area Writing
 It's expected that students go beyond simply summarizing and regurgitating content-area knowledge. They must apply what they know about a concept in writing. This session outlines a wide variety of short and powerful writing formats that generate informative and argumentative responses across all grade levels and content areas.

3-12, ELL Levels 3-5 | PRESENTER: Courtney Gordon

SIX TRAITS

Assess Writing with a 6-Traits Rubric
 Whether teachers have utilized writing rubrics for years, or never heard of the "R" word, this session will reveal how simply a rubric can be incorporated into any writing classroom. Additionally, teachers will learn how to create a "kid-friendly" rubric, update the rubric as writers grow, apply the same rubric to different writing units, and convert writing scores to grades.

2-12, ELL Levels 3-5 | PRESENTER: Courtney Gordon

GRAMMAR & CONVENTIONS

Improve Basic Sentence Conventions
 As students' phonics instruction and understanding of sentence-sense develops, young writers are ready for their first conventions mini-lessons. Attend this session for five-year-old-friendly lesson resources and key instructional points to teach spacing between words, ending with punctuation, stretching fragments into sentences, self-editing, and more.

K-2, ELL Levels 1-2 | PRESENTER: Kristi McCullough

CONTENT AREA

Improve Math Talk, Science Talk, and Social Studies Talk
 The research is clear—learning sticks when students have opportunities to process and digest content in chunks. This requires students to pool their thinking and deepen their understanding through conversation and writing. This session will demonstrate procedures for *Talk Moves*, *Timed Mingles*, *Think-Ink-Pair-Square*, and several other classroom-tested strategies to weave conversation and writing into any subject area.

3-12, ELL Levels 3-5 | PRESENTER: Kristina Snelkens

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Day 2 PICK YOUR MIX

SESSION TOPICS

STRAND	SESSION 1 8:00-9:15	SESSION 2 9:30-10:35	SESSION 3 10:50-11:55	SESSION 4 1:05-2:10	SESSION 5 2:25-3:30
Trait-Based Instruction	Teach Developmentally-Appropriate Writing in Grades K-2 Kristina McCullough Grades K-2, ELL Levels 1-2	Teach Writing Skills—Not Traits Courtney Gordon Grades K-12, ELL All Levels	Emphasize the Trump-Trait of Ideas Kristi McCullough Grades K-12, ELL All Levels	Organize Ideas Before Drafting Kristi McCullough Grades 3-12, ELL Levels 3-5	Plan the Year of Writing Units Kristina Smeekens Grades 2-12, ELL Levels 3-5
Writer's Workshop Management	Fit Writing into the Elementary Schedule Kristina Smeekens Grades K-6/ Self-Contained Classrooms	Confer with Writers Daily Kristi McCullough Grades K-12, ELL All Levels	Fine-Tune Author's Chair Procedures Courtney Gordon Grades K-12, ELL All Levels	Execute the 4 Steps of a Dynamic Mini-Lesson Courtney Gordon Grades K-12, ELL All Levels	Foster Independent Writers Kristi McCullough Grades K-12, ELL All Levels
Text-Based Responses	Refine the Definition of Textual Evidence Courtney Gordon Grades 2-12, ELL Levels 3-5	Strengthen Short Constructed-Response Writing Kristina Smeekens Grades 2-12, ELL Levels 3-5	Generate Long Extended Responses Based on Reading Kristina Smeekens Grades 3-12, ELL Levels 3-5	Generate Opinion-Based Reading Responses Kristina Smeekens Grades K-2, ELL Levels 1-2	Redefine the Research Process Courtney Gordon Grades K-12, ELL All Levels

What teachers love to say about WRITING REMIX:

"I love the short breakout session format. I didn't get overwhelmed and liked a fresh topic every hour. Awesome ideas to take back!"
Anna Bomhower • teacher at Churchill Center & School, St. Louis, MO

"Kristina, Kristi, and Courtney are AMAZING! I learned so much and look forward to implementing these strategies in my classroom."
Brianna Schreiner • teacher at Lincoln Elementary, Morton, IL

"The best part of this conference is the organization. This is my third Smeekens Conference, and I am never disappointed. Every workshop is loaded with information that has been researched and tested — the best PD ever!"
Candy Schaefer • teacher at The Excel Center, Indianapolis, IN



"Many teachers have bits and pieces of how to work writing into their schedules. This workshop was so helpful in showing how to organize your writing time. I also loved that it reached all levels (primary-high school)."
Cathy Capoli • teacher Saint Michael School, Cincinnati, OH

"I love the concept of choosing what I need and switching tracks as necessary. The variety of topics was perfect, too."
Julie Payne • teacher at Saint Bernard Catholic School, Rockport, IN



Day 2 Sessions



"I am going back to Nashville with a full toolbox! Everything presented was practical, concise, and realistic in an actual classroom."
Phyllis Sanders • teacher at Lipscomb Academy Elementary School, Nashville, TN

"Loved all the materials on the secret site. This was the BEST conference I've attended in years! This is what all teachers need to know to do a better job of teaching in our restricted time limits."
Kimberly Watson • teacher at Martin Warren Elementary, Warrensburg, MO



8-9:15 A.M.

TRAIT-BASED INSTRUCTION Teach Developmentally-Appropriate Writing in Grades K-2

The bulk of this session includes many activities that fit the four stages of writing—drawing, labeling, listing, and sentence writing. Gain an understanding of how persuasive, informative, and narrative are represented within these developmental stages. Participants leave with a calendar suggesting a progression of these stages across the year.

K-2, ELL Levels 1-2 | PRESENTER: Kristi McCullough

WRITER'S WORKSHOP MANAGEMENT Fit Writing into the Elementary Schedule

How often should students be writing? How many minutes should students write at a time? What do I do while students are writing? This session begins with various ways to fit writing into the daily schedule of a self-contained classroom. The rest of the session dissects the facets of the whole-class mini-lesson and independent writing time, including how they can be applied to math, science, and social studies.

K-6 Self-contained classrooms | PRESENTER: Kristina Smeekens

TEXT-BASED RESPONSES Refine the Definition of Textual Evidence

This session troubleshoots the four errors that plague students' answers to text-based questions. Their written responses may lack evidence, include made-up evidence, provide just a detail, or be missing an explanation. This session will provide strategies to combat each of these weaknesses to strengthen responses to reading.

2-12, ELL Levels 3-5 | PRESENTER: Courtney Gordon

TRAIT-BASED INSTRUCTION Teach Writing Skills—Not Traits

We don't teach *traiting*—we teach *writing*. This session describes how to bring the trait language into the writer's workshop while teaching individual writing skills listed in grade-level standards. Attendees will learn that the 6 Traits are simply six words that help teachers prioritize their lesson instruction and provide students with specific feedback for improvement.

K-12, ELL All Levels | PRESENTER: Courtney Gordon

WRITER'S WORKSHOP MANAGEMENT Confer with Writers Daily

Meeting with every writer every day is a daunting task. However, group conferencing is a way to touch base with more students more frequently. This session will outline the four-step rhythm to such an efficient teacher-writer meeting. In addition, acquire examples of trait-specific feedback, sample forms for documentation, and a procedure for peer conversations.

K-12, ELL All Levels | PRESENTER: Kristi McCullough

TEXT-BASED RESPONSES Strengthen Short Constructed-Response Writing

Students are assessed in reading through their writing. This session begins with a quick review of how the inference and its evidence are both part of a constructed response. The rest of this session focuses on the essential ingredients to a well-written constructed response utilizing the Yes, MAMA strategy. Participants will learn to repeat key words, cite textual evidence, and conclude a constructed response with a written explanation.

2-12, ELL Levels 3-5 | PRESENTER: Kristina Smeekens

Day 2 Sessions

TRAIT-BASED INSTRUCTION Emphasize the Trump-Trait of Ideas

The 6 Traits are not equal. Some traits merely add sophistication to the writing, while others are imperative and essential. The trait of ideas is the most essential trait, and consequently, consumes a large majority of the mini-lessons taught throughout the year. This session will reveal favorite Smekens strategies to support students in developing ideas, adding details, incorporating evidence, and more.

K-12, ELL All Levels | PRESENTER: Kristi McCullough

TRAIT-BASED INSTRUCTION Organize Ideas Before Drafting

Students must be able to write an organized first draft. This requires that they have the skills needed to gather relevant details, group them together, and present them in a logical order. This session will provide a sequence of mini-lessons to support students in achieving this, including how to apply this thinking to the three most common graphic organizers used during the pre-writing process.

3-12, ELL Levels 3-5 | PRESENTER: Kristi McCullough

TRAIT-BASED INSTRUCTION Plan the Year of Writing Units

All teachers are expected to provide writing experiences across the three major modes—persuasive/argumentative, informative, and narrative. However, these units do not have to span weeks and end with a final draft. Rather, learn how to spiral through the same skills in multiple mini-units that provide students with numerous writing opportunities.

2-12, ELL Levels 3-5 | PRESENTER: Kristina Smekens

WRITER'S WORKSHOP MANAGEMENT Fine-Tune Author's Chair Procedures

The writer's workshop concludes with an Author's Chair where a couple of students share their writing with the rest of the class. This should be a productive and powerful activity—but for many, it's not. After identifying what's working and what's not, attendees walk away with a set of procedures that transform the Author's Chair from a show-and-tell activity to a powerful and purposeful celebration of great writing accomplished that day.

K-12, ELL All Levels | PRESENTER: Courtney Gordon

WRITER'S WORKSHOP MANAGEMENT Execute the 4 Steps of a Dynamic Mini-Lesson

Everyone says they teach mini-lessons, but what are they, really? During this session teachers learn the four steps of a powerful 10-15 minute writing lesson. Learn the hallmarks of highly-effective teaching that include student engagement and the gradual release of responsibility. This session will also include a live mini-lesson modeled by the presenter and several video clips from real classrooms.

K-12, ELL All Levels | PRESENTER: Courtney Gordon

WRITER'S WORKSHOP MANAGEMENT Foster Independent Writers

Teachers struggle to keep their writers focused and on task during in-class writing time. This session offers practical strategies for handling the "I'm done" writer and the "I need help" student. Walk out the door with several routines and procedures that will build writer stamina and student independence, regardless of their age or grade level.

K-12, ELL All Levels | PRESENTER: Kristi McCullough

10:50-11:55 A.M.

TEXT-BASED RESPONSES Generate Long Extended Responses Based on Reading

Extended-reading responses are longer essays that require students to know how to *superize* the Yes, MAM formula. This concept works for any informative or argumentative writing prompt based on provided passages. In this session, attendees learn how to teach students to generate a strong, multi-paragraph response that includes a powerful combination of textual evidence and its significance.

3-12, ELL Levels 3-5 | PRESENTER: Kristina Smekens

1:05-2:10 P.M.

TEXT-BASED RESPONSES Generate Opinion-Based Reading Responses

Young writers are expected to write simple persuasive pieces, and they have to respond to their reading. Why not combine these two expectations? Teach students how to share their opinions about characters, settings, ideas, and concepts learned from their reading. This session reveals numerous lesson concepts to improve students' opinion writing tied to popular picture books read in the primary grades.

K-2, ELL Levels 1-2 | PRESENTER: Kristina Smekens

2:25-3:30 P.M.

TEXT-BASED RESPONSES Redefine the Research Process

Beyond viewing "research" as a massive unit that culminates with a multi-page product, students need to know how to gather, organize, and present researched information on a regular basis and at every grade level. This session will demonstrate how to execute the research process in short, simple products all year long.

K-12, ELL All Levels | PRESENTER: Courtney Gordon

Writing Remix

1. Select the appropriate location, workshop, and date.

WORKSHOP LOCATION	DAY 1	DAY 2
INDIANAPOLIS, IN <i>502 East Event Centre</i>	<input type="checkbox"/> OCT. 29, 2018	<input type="checkbox"/> OCT. 30, 2018
LAWRENCEBURG, IN <i>DoubleTree Hilton</i>	<input type="checkbox"/> NOV. 1, 2018	<input type="checkbox"/> NOV. 2, 2018
COLUMBUS, OH <i>Nationwide Hotel & Conference</i>	<input type="checkbox"/> NOV. 6, 2018	<input type="checkbox"/> NOV. 7, 2018
CHICAGO, IL <i>Drury Lane Conference Center</i>	<input type="checkbox"/> NOV. 13, 2018	<input type="checkbox"/> NOV. 14, 2018

2. Complete the registration form below.

Name: _____
 School name: _____
 School address: _____
 City/State/Zip: _____
 School phone: _____
 Title: _____ Grade level: _____
 Primary email: _____
 Alternate email: _____

3. Provide payment information in the space below.

REGISTRATION FEES:	Early Bird registration (1 day):	Standard registration (1 day):
	<input type="checkbox"/> One person \$245 <input type="checkbox"/> Team of 3+ \$239 per person	<input type="checkbox"/> One person \$260 <input type="checkbox"/> Team of 3+ \$254 per person
Early Bird registration (2 days):	Standard registration (2 days):	
	<input type="checkbox"/> One person \$449 <input type="checkbox"/> Team of 3+ \$440 per person	<input type="checkbox"/> One person \$479 <input type="checkbox"/> Team of 3+ \$470 per person

Early Bird registrations must be received by October 15, 2018.

OPTIONAL ☐ Extra copy of the Writing Remix handout packet \$40
ADD-ONS: ☐ On-site bookstore voucher ☐ \$25 ☐ \$50 ☐ \$100 ☐ Other \$_____

PAYMENT: ☐ Check made payable to Smekens Education Solutions, Inc.
☐ Purchase Order attached (#_____) Charge to: ☐ Visa ☐ Master Card ☐ Discover

TOTAL Amount Due: \$ _____
 Card Number: _____ Expiration Date: _____

Authorized signature: **X** _____
 Cardholder's name (PLEASE PRINT): _____

Cost-saving options

REGISTER EARLY
Attend both days and save an easy \$30 by submitting your registration early. The deadline for the Early Bird discount is October 1, 2018.

BRING A TEAM
When you bring a team of 3 or more, you can reduce the registration fee by up to \$9 per person.

For groups of 10 or more, take 10% off the registration fee. Contact our office to make arrangements for team registration.

Cancellations & Substitutions

Cancellations occurring 10 days or more prior to the workshop will result in a refund, minus a \$50 service fee. Cancellations occurring less than 10 days prior to the workshop do not qualify for any refund. Substitutions may occur at any time.

Four ways to register

ONLINE: www.WritingRemix.com

PHONE: (888) 376-0448

FAX: (888) 376-0489


MAIL: Smekens Education
P.O. Box 332
Warren, IN 46792



**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: 1 X C DATE: September 10, 2018

TOPIC/TITLE: Travel Request/Tracey Francis and Allison Culbertson/Council for Exceptional Children Special Education Convention & Expo/Indianapolis, Indiana/
January 28-February 2, 2019

PRESENTER: Jimmy Brehm 

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☒ ACTION REQUESTED AT THIS MEETING
- ☒ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
- ☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
- ☒ BOARD REVIEW REQUIRED BY

- ☐ STATE OR FEDERAL LAW OR REGULATION
- ☒ BOARD OF EDUCATION POLICY
- ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☒ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
- ☐ ACTION:

BACKGROUND INFORMATION:

Per Board policy - prior approval for overnight and out of state travel.

SUMMARY OF MAJOR ELEMENTS:

Request Board approval for Tracey Francis and Allison Culbertson to attend the Council for Exceptional Children Special Education Convention & Expo to be held in Indianapolis, Indiana, on January 28 through February 2, 2019, per the attached request.

IMPACT ON RESOURCES: N/A

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: **DATE:** September 7, 2018

TOPIC/TITLE: Out of State Travel

PRESENTER: Tracey Francis

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
☒ ACTION REQUESTED AT THIS MEETING
☐ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
☐ BOARD REVIEW REQUIRED BY

- ☐ STATE OR FEDERAL LAW OR REGULATION
☒ BOARD OF EDUCATION POLICY
☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☒ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
☐ ACTION:

BACKGROUND INFORMATION:

Travel & expenses related to attending the CEC Special Education Convention & Expo in Indianapolis, IN for Tracey Francis-Director of Special Ed and Allison Culbertson-Special Ed Dept. Chair at WCHS-expenses for Tracey Francis will be paid by KYCCBD. Mrs. Francis is the current Vice President on the KYCCBD Board.

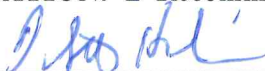
SUMMARY OF MAJOR ELEMENTS:

See attached documents for expense totals and information regarding the convention.

IMPACT ON RESOURCES: Expenses for Allison Culbertson will come out of the Spec. Ed funds

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: ☒ **Recommended** ☐ **Not Recommended**



**WOODFORD COUNTY SCHOOLS
OUT OF STATE/OVERNIGHT
TRAVEL REQUEST**

df

INDIVIDUAL/STAFF REQUESTING TRIP:	Tracey Francis-Special Education Director
DATES OF TRIP:	Jan. 28, - Feb. 2, 2019
TRIP TO:	CEC Special Ed Convention & Expo in Indianapolis, IN
METHOD OF TRANSPORTATION:	personal vehicle
ACCOMMODATIONS:	Hotel located near the Convention Ctr.
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	To focus on best practices and research based/ evidence based instruction for students that receive specially designed instruction in the areas of academic and behavior skills.
CONFERENCE AGENDA: SEE ATTACHMENT	
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	Tracey Francis and Allison Culbertson-WCHS
TOTAL ESTIMATED COST:	\$3010.00
COST INCLUDES:	2 Hotel rooms-approx. \$1600, Travel & meals \$500, Registration fees \$910 **Please note that Mrs. Francis' costs will be paid by KYCCBD
FUNDING SOURCE:	Special Education General Funds
FUND MANAGER RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>[Signature]</i>

SEP - 6 2018

Reviewed/Revised: 05/19/03



**Certificate of Specialization in
Autism Spectrum Disorders**



**APPLY
TODAY!**
NCATE Accredited

Browse Sessions

CEC 2019 will feature almost 700 sessions, so you can definitely make the most of your professional development by attending multiple sessions on various topics. Sessions start on Wednesday, January 30 and continue through Saturday, February 2.

Browse sessions, pick ones that interest you, and start planning your CEC 2019 experience!

[Browse Sessions](#)

TOPIC AREAS	NUMBER OF SESSIONS*
Accountability Systems for Students with Disabilities (including assessments linked to Common Core State Standards and/or college and career readiness standards, alternate assessments)	14
Administration/Supervision (including recruitment and retention of special education professionals)	52
Arts in Special Education	9
Assessment (including assessments for diagnosis, eligibility, and program planning)	32
Autism Spectrum Disorder/Intellectual Disability	135
Career Development/Transition	
Collaboration and Inclusive Practices (including models for co-teaching and other methods for providing access to the general education curriculum and classroom)	131
Communicative Disabilities and Deafness	22

Schedule at a Glance

Tuesday, January 29

Registration
2:00–7:00 pm

Wednesday, January 30

Registration
7:00 am–8:00 pm
Convention workshops
(Full & half-day)
9:00 am–4:00 pm
Lunch
12:00–1:00 pm
Concurrent sessions
1:00–2:00 pm
2:15–3:15 pm
3:30–4:30 pm
Opening general session
(President's Address and Keynote)
5:00–6:30 pm
Welcome reception in the Expo Hall
6:30–8:30 pm

Thursday, January 31

Registration
7:00 am–5:30 pm
Second general session
8:00–9:00 am
Concurrent sessions
9:45–10:45 am
11:00 am–12:00 pm
Lunch
12:00–1:00 pm
Concurrent sessions
1:00–2:00 pm
2:15–3:15 pm
3:30–4:30 pm
Expo Hall
8:30 am–5:30 pm

Friday, February 1

Registration
7:00 am–5:30 pm
Third general session (Yes I Can)
8:00–9:00 am
Concurrent sessions
9:45–10:45 am
11:00 am–12:00 pm
Lunch
12:00–1:30 pm
Concurrent sessions
1:30–2:30 pm
2:45–3:45 pm
4:00–5:00 pm
Expo Hall
8:30 am–2:00 pm

Saturday, February 2

Registration
7:00 am–4:00 pm
Convention workshops (half-day)
9:00 am–12:00 pm
Concurrent sessions
8:00–9:00 am
9:15–10:15 am
10:30–11:30 am
Lunch
11:30 am–1:00 pm
Concurrent sessions
1:00–2:00 pm
2:15–3:15 pm



special education
convention & expo

indianapolis • jan. 29-feb. 2

ALL EDUCATORS. EVERY CHILD. NO LIMITS.

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: 1 X C DATE: September 10, 2018

TOPIC/TITLE: Travel Request/Northside Teachers/Sophia Bodero and Debbie Burdine/Great Minds Professional Development Institute/Columbus, Ohio/October 16-18, 2018

PRESENTER: Jimmy Brehm 

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☒ ACTION REQUESTED AT THIS MEETING
- ☒ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
- ☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
- ☒ BOARD REVIEW REQUIRED BY

- ☐ STATE OR FEDERAL LAW OR REGULATION
- ☒ BOARD OF EDUCATION POLICY
- ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☒ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
- ☐ ACTION:

BACKGROUND INFORMATION:

Per Board policy - prior approval for overnight and out of state travel.

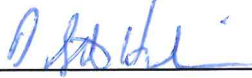
SUMMARY OF MAJOR ELEMENTS:

Request Board approval for Northside teachers, Sophia Bodero and Debbie Burdine, to attend the Great Minds Professional Development Institute in Columbus, Ohio, on October 16-18, 2018, per the attached request.

IMPACT ON RESOURCES: N/A

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



**WOODFORD COUNTY SCHOOLS
OUT OF STATE OR OVERNIGHT
TRAVEL REQUEST**

INDIVIDUAL/STAFF REQUESTING TRIP:	Northside Elementary: Sophia Bodero and Debbie Burdine
DATES OF TRIP:	10/16/18-10/18/18
TRIP TO:	Columbus, OH
METHOD OF TRANSPORTATION:	Car
ACCOMMODATIONS:	Sheraton Columbus Hotel at Capitol Square – 75 East State St., Columbus, OH 43215
EDUCATIONAL OBJECTIVE/CURRICULUM CONNECTIONS:	Great Minds Institutes brings educators together for multiday professional development sessions designed to support educators as they implement Eureka Math. Day 1 is a Focus on Fluency and Day 2 targets Preparation and Customization.
CONFERENCE AGENDA: SEE ATTACHMENT	
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	Northside Elementary – 2 math teachers
TOTAL ESTIMATED COST:	\$1500
COST INCLUDES:	Conference registration, hotel accommodations, meals, travel
FUNDING SOURCE:	15FX – Professional Development Funds
FUND MANAGER RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <i>R. Blum</i> <input type="checkbox"/> Not Recommended
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <i>R. Blum</i> <input type="checkbox"/> Not Recommended
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>D. B. B. B.</i>

COLUMBUS, OH—GREAT MINDS PROFESSIONAL DEVELOPMENT INSTITUTE

OCTOBER 16–18, 2018

Great Minds® Institutes bring educators together for multiday professional development sessions designed to support educators as they implement the *Eureka Math*™ curriculum.

Register Now

TRAVEL INFORMATION

Hotel (Conference Location):

Sheraton Columbus Capital Square
75 E State Street
Columbus, OH 43215

Participants are responsible for travel and lodging. For those traveling by plane, we recommend John Glenn Columbus International Airport (CMH). If you plan to use other transportation, we encourage you to check the [hotel's web page](#) to review all transportation options.

hotel by clicking here or, by calling #1-800-325-3535 and referencing the Great Minds Institute group rate. To secure this discounted rate, reservations must be made by **September 25, 2018.**

SCHEDULE

Participants will register for a two-day Preparation and Customization pairing (Grades K–5 or 6–8), with the option to add a one-day Focus on Fluency session the day before.

Check-in each day begins at 8:00 a.m.

Sessions run from 8:30 a.m. to 3:30 p.m., with an hour break for lunch. Lunch will be provided.

	DAY 1 (optional add-on)	DAYS 2–3 (two-day-track)
GRADES K–5	FOCUS ON FLUENCY	PREPARATION AND CUSTOMIZATION OF A LESSON OF A MODULE
GRADES 6–8	FOCUS ON FLUENCY	PREPARATION AND CUSTOMIZATION OF A LESSON OF A MODULE

SESSIONS

FOCUS ON FLUENCY

PREPARATION AND CUSTOMIZATION OF A LESSON

PREPARATION AND CUSTOMIZATION OF A MODULE

WHO SHOULD ATTEND

Institutes are designed for all educators, from those involved in daily classroom instruction to the teams and administrators supporting that instruction. The material in each session will benefit new, current, and seasoned implementers of *Eureka Math*. Attendees typically include the following:

- Classroom teachers
- Math leads and coaches
- Special educators and interventionists
- Curriculum directors
- School or district administrators

WHAT TO BRING

All participants should bring the module in the table below that corresponds to the grade level they teach, ideally a print copy. If a print copy is not available, participants should bring a laptop with their module PDF already downloaded from our free **Basic Curriculum Files**.



Grade 3 - Module 5	Grade 4 - Module 5	Grade 5 - Module 4
Grade 6 - Module 4	Grade 7 - Module 4	Grade 8 - Module 4
Grade 9 - Module 3	Grade 10 - Module 4	Grade 11 - Module 3
Grade 12 - Module 3		

We also ask that participants bring a Wi-Fi-enabled device (laptop, smartphone, or tablet) for completing daily evaluation surveys.

COST

\$600 per person (two days)

Focus on Fluency (one day) can be added to any two-day registration.
The cost to add this session is **\$300**.

Early registration before September 12: \$500 for two days, \$250 for the add-on

Please note: Participants may reserve seats with a credit card or with a school- or district-issued purchase order submitted within 30 days of registration. For more information, please see our FAQs below.

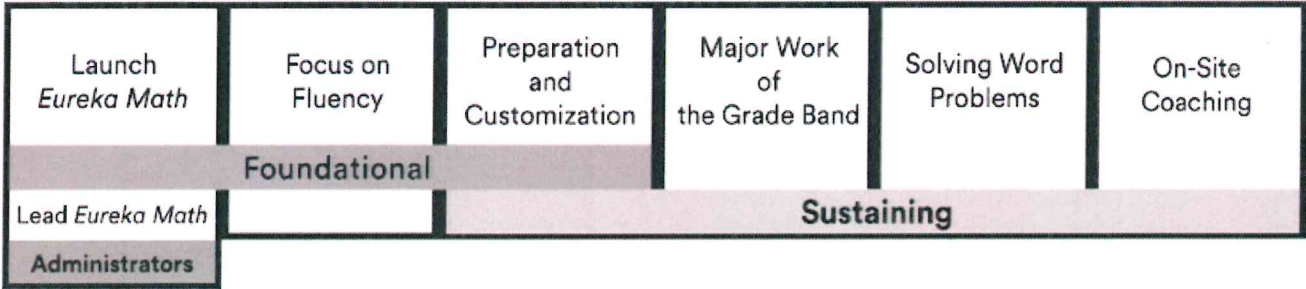
HOW TO REGISTER

If you have not registered, we encourage you to do so as soon as possible. Capacity is limited, and events have traditionally sold out. To register, please click the Registration button below. **Registration for this event ends on September 25th.**

Register Now

RECOMMENDED PD SEQUENCE

The *Eureka Math* team has crafted a multiyear sequence of professional development to support educators. The sessions offered at our Fall Institutes are critical coursework for all implementers of *Eureka Math*.



NEED HELP?

If you have any questions or would like to speak with a member of our PD Services team, email us at PD@greatminds.org or call 1-202-823-4340. Check out our FAQs by clicking below.

FAQs


CAREERS

JOB OPENINGS

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: 1 X C DATE: September 10, 2018

TOPIC/TITLE: Travel Request/WCHS/Participating Culinary Students and Advisors/Walt Disney World's Cook Around the World Culinary Experience and Competition/Orlando, Florida/April 26-April 30, 2019

PRESENTER: Jimmy Brehm 

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
 - ☒ ACTION REQUESTED AT THIS MEETING
 - ☒ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
 - ☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
 - ☒ BOARD REVIEW REQUIRED BY
-
- ☐ STATE OR FEDERAL LAW OR REGULATION
 - ☒ BOARD OF EDUCATION POLICY
 - ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☒ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
 - ☐ PREVIOUS REVIEW OR ACTION
-
- ☐ DATE:
 - ☐ ACTION:

BACKGROUND INFORMATION:

Per Board policy - prior approval for overnight and out of state travel.

SUMMARY OF MAJOR ELEMENTS:

Request Board approval for WCHS participating culinary students and advisors to attend the the Walt Disney World's Cook Around the World Culinary Experience and Competition to be held in Orlando, Florida, on April 26-30, 2019, per the attached request.

IMPACT ON RESOURCES: N/A


TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



**WOODFORD COUNTY SCHOOLS
OUT OF STATE
TRAVEL REQUEST**

INDIVIDUAL/STAFF REQUESTING TRIP:	Lindsay Raterman
DATES OF TRIP:	4/26-4/30
TRIP TO:	Walt Disney's Cook Around the World
METHOD OF TRANSPORTATION:	Flight and Disney Park Transportation
ACCOMMODATIONS:	Students will stay at the Pop Century Budget Resort on Disney Property.
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	<p>Students will enjoy a behind the scenes look at Disney's food and hospitality services. Student will experience hands on tours with Disney professionals discussing their Disney career experience, their career path; as well as, see the ins and outs of the food and hospitality industry through the Disney lense.</p> <p>Students will also participate in a cooking competition with assistance from Disney and celebrity chefs.</p>
CONFERENCE AGENDA: SEE ATTACHMENT	
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	18 students and 2 Advisors
TOTAL ESTIMATED COST:	\$1,250
COST INCLUDES:	Transportation to Orlando, hotel and lodging, three park hopper passes, transportation around Orlando, six meals
FUNDING SOURCE:	Student Cost, Catering Fundraising
FUND MANAGER RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended



RECEIVED
 AUG 24 2018
 WOODFORD COUNTY
 BOARD OF EDUCATION
 Reviewed/Revised: 05/19/03

**SUPERINTENDENT
RECOMMENDATION:**

☒

Recommended

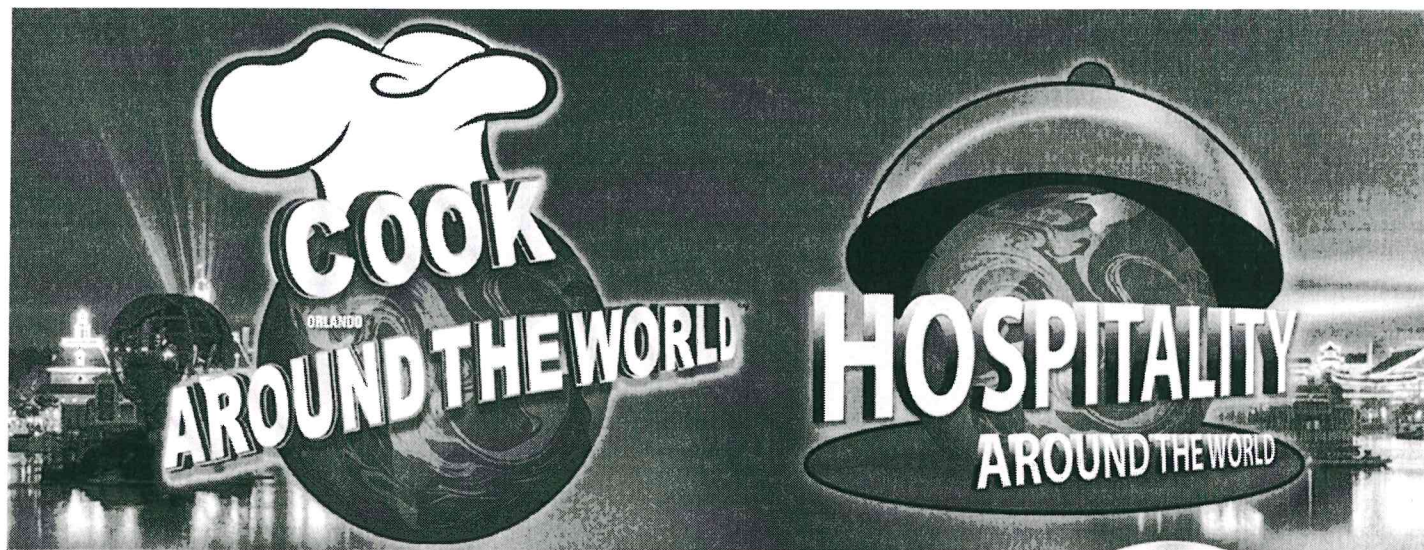
☐

Not Recommended

[Signature]

To plan your trip, call us
1-800-222-4432

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[World Dance Competition](#)
[Dance The World Broadway](#)
[Sing The World](#)
[Dance The World: Holiday Season Edition - Enjoy the Holiday Season in the Happiest Place on Earth!](#)
[Culinary/Hospitality](#)
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ITINERARY

Friday (Arrival Day)	
2:00 PM	Disney's Pop Century Resort Check-in (Early Check-in possible)
On Your Own Time	Disney buses to Theme Park of your choice.
10:30 PM	Disney buses to hotel <ul style="list-style-type: none"> Pool, Food Court, Game Room & Gift Shop open until late

Saturday	
7:30 AM	Breakfast at Disney's Pop Century Resort Food Court
TBA	Visit Disney Theme Park of your choice using Disney Transportation
11:30 AM	Disney Buses to World ShowPlace Pavillion at Epcot®

[Gallery](#)


1:00 PM	<p>Disney's Culinary Improv- Get fired up for this fast-paced culinary adventure! In this lighthearted and fun international challenge, participants unlock their creative potential as they collaborate to slice and dice their way to success. This engaging experience provides opportunities for participants to gain insights into effective communication, excellence in teamwork, and strategic planning. Tie on an apron and get ready to be a culinary warrior—Disney Style!</p> <p>Option to Compete (or Not) in an International Challenge with students from across the United States</p>
5:00 PM	Disney Buses to Disney's Hollywood Studios®
8:30 PM	Fantasmic Evening Show
10:30 PM	<p>Disney buses to hotel</p> <p>Pool, Food Court, Game Room & Gift Shop open late</p>

Sunday	
7:30 AM	Breakfast at Disney's Pop Century Food Court
8:30 AM	Disney Buses to Park of your Choice!
9:30 AM	<p>Optional- Hospitality & Tourism Experience- Disney Style Learn how the Walt Disney World Resort cast members provide superior customer service to an international audience at either Disney's Grand Floridian, Animal Kingdom Lodge or Polynesian Resort</p> <p>Transportation between Hotel and Hospitality Experience provided</p>
5:30 PM - 8:30 PM	<p>International Gala Dinner and Career Forum with Special Guest Speakers at World ShowPlace in Epcot®</p> <ul style="list-style-type: none"> Join us for a Buffet Dinner and conversation with Disney Executive Chefs, Disney Resort Management Executives and Celebrity Chefs as they share their career journey and experience servicing an International Audience. Helpful advice and insight in career opportunities will be discussed regarding the Disney organization and the industry in general Includes Open Q&A discussion with each speaker and meet representatives from Disney College Program
9:00 PM	<ul style="list-style-type: none"> VIP Viewing of Epcot's IllumiNations Reflections of Earth
10:30 PM	<p>Disney Buses to Hotel</p> <ul style="list-style-type: none"> Pool, Food Court, Game Room & Gift Shop open late

Monday	
7:30 AM	Breakfast at Disney's Pop Century Food Court
11:00 AM	Time to say Goodbye or extend your stay (Hotel Check-out: 11:00AM; however hotel has baggage storage & changing facilities)

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: 1 X **C DATE:** September 10, 2018

TOPIC/TITLE: Travel Request/WCHS Students and Chaperones/Washington, D.C./April 10-14, 2019

PRESENTER: Jimmy Brehm 

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☒ ACTION REQUESTED AT THIS MEETING
- ☒ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
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- ☐ STATE OR FEDERAL LAW OR REGULATION
- ☒ BOARD OF EDUCATION POLICY
- ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☒ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
- ☐ ACTION:

BACKGROUND INFORMATION:

Per Board policy - prior approval for overnight and out of state travel and collection of student fees.

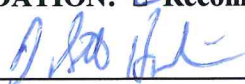
SUMMARY OF MAJOR ELEMENTS:

Request Board approval for WCHS students and chaperones to travel to Washington, D.C. on April 10-14, 2018, per the attached request.

IMPACT ON RESOURCES: See attached form

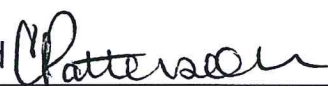
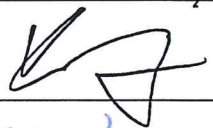

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



**WOODFORD COUNTY SCHOOLS
OUT OF STATE OR OVERNIGHT
TRAVEL REQUEST**

INDIVIDUAL/STAFF REQUESTING TRIP:	Amber Sergent, Andy Smith
DATES OF TRIP:	April 10-14 th 2019
TRIP TO:	Washington DC
METHOD OF TRANSPORTATION:	Charter Bus
ACCOMMODATIONS:	Holiday Day Inn Manassas, Virginia
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	<p>Students will understand and experience the museums, monuments, and landmarks of American history.</p> <p>Academic Expectations 2.16 Students observe, analyze, and interpret human behaviors, social groupings, and institutions to better understand people and the relationships among individuals and among groups. 2.17 Students interact effectively and work cooperatively with the many ethnic and cultural groups of our nation and world.</p> <p>Academic Expectations 2.19 Students recognize and understand the relationship between people and geography and apply their knowledge in real-life situations.</p> <p>Academic Expectations 2.20 Students understand, analyze, and interpret historical events, conditions, trends, and issues to develop historical perspective.</p>
CONFERENCE AGENDA: SEE ATTACHMENT	
NUMBER OF	56 (Including Nurse)

PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	
TOTAL ESTIMATED COST:	34,000
COST INCLUDES:	Transportation, hotel (4 nights), breakfast (4 days), dinner (4 days), admissions to attractions and museums, travel around the city
FUNDING SOURCE:	Student Payments
FUND MANAGER RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended 
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended 
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended 

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: 1 X C DATE: September 10, 2018

TOPIC/TITLE: Travel Request/WCHS/Academic Team/Hoover Invitational Tournament/
Hoover, Alabama/November 9-11, 2018

PRESENTER: Jimmy Brehm 

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☒ ACTION REQUESTED AT THIS MEETING
- ☒ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
- ☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
- ☒ BOARD REVIEW REQUIRED BY

- ☐ STATE OR FEDERAL LAW OR REGULATION
- ☒ BOARD OF EDUCATION POLICY
- ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☒ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
- ☐ ACTION:

BACKGROUND INFORMATION:

Per Board policy - prior approval for overnight and out of state travel and collection of student fees.

SUMMARY OF MAJOR ELEMENTS:

Request Board approval for the WCHS Academic Team to travel to Hoover, Alabama, for the Hoover Invitational Tournament on November 9-11, 2018, per the attached request.

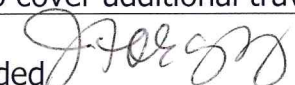
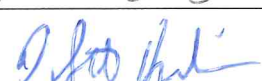
IMPACT ON RESOURCES: See attached form

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



SCHOOL RELATED STUDENT TRIP REQUEST FORM

Group Requesting Trip:	WCHS Academic Team
Dates of Trip:	November 9-11, 2018
Trip to:	Hoover Invitational Tournament Hoover High School, Hoover, AL
Method of Transportation:	charter bus, to accomdate scheduling & budgetary needs
Accommodations:	Holiday Inn Birmingham Hoover
Educational Objective and Curriculum Objective:	To compete in NAQT/PACE academic competition in varsity, novice, & JV divisions, against teams from around the nation.
Trip Highlights:	tour of Birhmingham Civil Rights Institute Academic competition
Number of Students Predicated to Participate:	20-24
Number of Chaperones:	3
Name of Individual Dispensing Medications:	April York/Ken Tonks/Devan Martinez
Total Estimated Cost:	approx. \$6000
Cost Includes:	10 x 2 nights hotel rooms (students, coaches, bus driver) Tournament registration for 5 teams @ \$60 each Charter bus Substitutes x3 for Nov. 9, 2018 Tickets to Civil Rights Institute
Cost to Each Student:	\$100, depending on hotel cost
Funding Assistance:	Curriculum & Instruction: transportation & substitutes
Fund Raisers Incorporated:	Trivia Night will help cover additional travel costs
Principal Recommendation:	<input checked="" type="checkbox"/> Recommended  <input type="checkbox"/> Not Recommended
Superintendent Recommendation:	<input checked="" type="checkbox"/> Recommended  <input type="checkbox"/> Not Recommended

Reviewed/Revised: 05/19/03

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WOODFORD COUNTY
BOARD OF EDUCATION

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: 1 X C DATE: September 10, 2018

TOPIC/TITLE: Travel Request/WCHS/Academic Team/2018 Vanderbilt University Scholastic Performance of Outstanding Knowledgeable Youths IV Academic Competition/ Nashville, Tennessee/October 26-27, 2018

PRESENTER: Jimmy Brehm 

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☒ ACTION REQUESTED AT THIS MEETING
- ☒ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
- ☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
- ☒ BOARD REVIEW REQUIRED BY

- ☐ STATE OR FEDERAL LAW OR REGULATION
- ☒ BOARD OF EDUCATION POLICY
- ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☒ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
- ☐ ACTION:

BACKGROUND INFORMATION:

Per Board policy - prior approval for overnight and out of state travel and collection of student fees.

SUMMARY OF MAJOR ELEMENTS:

Request Board approval for the WCHS Academic Team to travel to Nashville, Tennessee, to compete in the 2018 Vanderbilt University Scholastic Performance of Outstanding Knowledgeable Youths IV academic competition on October 26-27, 2018, per the attached request.

IMPACT ON RESOURCES: See attached form

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



SCHOOL RELATED STUDENT TRIP REQUEST FORM

Group Requesting Trip:	WCHS Academic Team
Dates of Trip:	October 26-27, 2018
Trip to:	2018 Vanderbilt University Scholastic Performance Of Outstanding Knowledgeable Youths IV, Vanderbilt's Buttrick Hall, 2400 Vanderbilt Pl, Nashville, TN 37212
Method of Transportation:	parent drivers, potentially board van if available
Accommodations:	TBD
Educational Objective and Curriculum Objective:	To compete in PACE varsity-level academic competition with a competitive multi-state field.
Trip Highlights:	Academic competition
Number of Students Predicated to Participate:	8-14
Number of Chaperones:	3
Name of Individual Dispensing Medications:	April York/Ken Tonks/Devan Martinez
Total Estimated Cost:	\$1200
Cost Includes:	Tournament registration for 2-3 teams & overnight lodging
Cost to Each Student:	\$75
Funding Assistance:	N/A
Fund Raisers Incorporated:	Trivia Tournament will help offset additional travel costs
Principal Recommendation:	<input checked="" type="checkbox"/> Recommended <i>J. Forgy</i> <input type="checkbox"/> Not Recommended
Superintendent Recommendation:	<input checked="" type="checkbox"/> Recommended <i>A. H. H.</i> <input type="checkbox"/> Not Recommended


Reviewed/Revised: 05/19/03

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 WOODFORD COUNTY
 BOARD OF EDUCATION

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: 1 X C DATE: September 10, 2018

TOPIC/TITLE: Travel Request/WCHS Art, Design, and Voice and AP Literature Students and Chaperones/Art Museum/Cincinnati, Ohio/September 21, 2018

PRESENTER: Jimmy Brehm 

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☒ ACTION REQUESTED AT THIS MEETING
- ☒ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
- ☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
- ☒ BOARD REVIEW REQUIRED BY

- ☐ STATE OR FEDERAL LAW OR REGULATION
- ☒ BOARD OF EDUCATION POLICY
- ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☒ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
- ☐ ACTION:

BACKGROUND INFORMATION:

Per Board policy - prior approval for overnight and out of state travel and collection of student fees.

SUMMARY OF MAJOR ELEMENTS:

Request Board approval for WCHS Art, Design, and Voice students and AP Literature students and chaperones to visit the Cincinnati Art Museum in Cincinnati, Ohio on September 21, 2018, per the attached request.

IMPACT ON RESOURCES:

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended





School Related Field Trip Request Form

Group Requesting Trip:	English department (Ms. Benton's capstone, Art, Design and Voice class and Mr. Ruff's AP Literature class)
Dates of Trip	September 21st
Method of Transportation	Bus
Accommodations	Only one student will need accommodations. I will discuss with the family of this student, the school nurse and the district physical therapist to provide the appropriate accommodations.
Educational Objective	The objective will be for students to spend their day at the Cincinnati Museum of Art. Students in both classes have been studying art history and image analysis. Students will choose several pieces of art to do some research on. They will be writing a narrative based on a specific piece of art.
Trip Highlights	Cincinnati art museum scavenger hunt and free time to study a piece of art that each student chooses.
Number of students predicted to participate	43
Number of chaperons	(2 to 3. Ms. Benton, Mr. Ruff and possibly the nurse or district physical therapist)
Name of individual dispensing medicines	Both Mr. Ruff and Ms. Benton are medically trained. Both will assist
Total Estimated Cost	765.00

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BOARD OF EDUCATION

Cost includes	Bus fees, two substitute teachers for the day
Cost to each student	20.00
Funding assistance	The English department has agreed to fund a few students if they need assistance.
Fundraisers incorporated	None needed
Principal Recommendation	
Superintendent Recommendation	

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: 1 X **C DATE:** September 11, 2018

TOPIC/TITLE: Travel Request/WCHS Boys Baseball/Clearwater, Florida/April 1-5, 2019

PRESENTER: Jimmy Brehm 

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☒ ACTION REQUESTED AT THIS MEETING
- ☒ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
- ☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
- ☒ BOARD REVIEW REQUIRED BY

- ☐ STATE OR FEDERAL LAW OR REGULATION
- ☒ BOARD OF EDUCATION POLICY
- ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☒ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
- ☐ ACTION:

BACKGROUND INFORMATION:

Per Board policy - prior approval for overnight and out of state travel required.

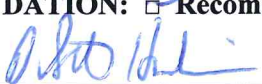
SUMMARY OF MAJOR ELEMENTS:

Request Board approval for the WCHS Baseball Team to travel to Clearwater, Florida, for a spring break trip for the team during spring break, April 1-5, 2019, per attached request.

IMPACT ON RESOURCES:

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



**WOODFORD COUNTY SCHOOLS
OUT OF STATE
TRAVEL REQUEST**

INDIVIDUAL/STAFF REQUESTING TRIP:	Paul Patterson
DATES OF TRIP:	April 1-5
TRIP TO:	Clearwater, FL
METHOD OF TRANSPORTATION:	Ground
ACCOMMODATIONS:	Hotel
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	Spring Break Trip for the Baseball Team
CONFERENCE AGENDA: SEE ATTACHMENT	
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	30-35 WCHS Students
TOTAL ESTIMATED COST:	\$650/player
COST INCLUDES:	Room and Board, Food, Games and Umpire Fees
FUNDING SOURCE:	Fundraising
FUND MANAGER RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>Janifer Long</i>
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>John H. Li</i>

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SEP 11 2018

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: IX C DATE: September 12, 2018

TOPIC/TITLE: Travel Requests

PRESENTER: Scott Hawkins

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☐ ACTION REQUESTED AT THIS MEETING
- ☒ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
- ☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
- ☐ BOARD REVIEW REQUIRED BY

- ☐ STATE OR FEDERAL LAW OR REGULATION
- ☒ BOARD OF EDUCATION POLICY
- ☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☐ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- ☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
- ☐ ACTION:

BACKGROUND INFORMATION:

As per Board policy the attached travel requests must be approved by the Board.

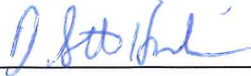
SUMMARY OF MAJOR ELEMENTS:

Attached: WCHS Journalism/Media Students/Staff (NSPA Convention, Chicago, IL).

IMPACT ON RESOURCES: Please see attached documentation.

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



SCHOOL RELATED STUDENT TRIP REQUEST FORM

Group Requesting Trip:	Journalism & Media
Dates of Trip:	Oct 31-Nov.4, 2018
Trip to:	NSPA convention Chicago
Method of Transportation:	Bus
Accommodations:	Hotel
Educational Objective and Curriculum Objective:	Attend the National Scholastic Press associations national convention, one of the largest student conventions to occur in the country. Attendance will insure students gain new skills as reporters, photographers, videographers and graphic designers.
Trip Highlights:	Attend every day of the convention in which there are workshops, lessons, and guest lectures.
Number of Students Predicated to Participate:	30 to 40
Number of Chaperones:	three
Name of Individual Dispensing Medications:	Dan Ruff
Total Estimated Cost:	\$25600
Cost Includes:	\$6,000 United Charters Bus to the convention, \$13,000 hotel, 13 rooms , \$3300 convention entry fees, \$1800 play. \$900 two meals \$600 subs for three teachers
Cost to Each Student:	800 with 32 student travelers
Funding Assistance:	
Fund Raisers Incorporated:	
Principal Recommendation:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
Superintendent Recommendation:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

Reviewed/Revised: 05/19/03