

**WOODFORD COUNTY BOARD OF EDUCATION  
AGENDA ITEM**

**ITEM #: IX C DATE:** August 14, 2019

**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: Chief Academic Officer (Scholastics' Literacy Leadership Advisory Board, Omaha, NE); WCHS Kentucky Youth Assembly Delegation (KY Youth Assembly Conf., Louisville, KY); WCHS Y-Club (KUNA Conf., Louisville, KY); WCHS Qualifying HOSA Members/Sponsors (National HOSA Leadership Conf., Houston, TX); WCHS HOSA Members/Sponsors (Kentucky HOSA Spring Leadership Conf., Louisville, KY); WCHS HOSA Officers and Sponsors (Kentucky Leadership Training Institute, Louisville, KY); WCHS KY HOSA Officers (2) and WCHS Health Careers Teacher (Washington Leadership Academy, Washington, D.C.); WCHS Creative Writing/Art Design Classes (Cincinnati Art Museum, Cincinnati, OH).

**IMPACT ON RESOURCES:** Please see attached documentation.

**TIMETABLE FOR FURTHER REVIEW OR ACTION:**

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

*D. Scott Hawkins by AUC*

**WOODFORD COUNTY BOARD OF EDUCATION  
AGENDA ITEM**

**ITEM #: 1 X C DATE:** August 8, 2019

**TOPIC/TITLE:** Travel Request/Jimmy Brehm/Scholastic Literacy Leadership Advisory Board  
Meeting/Omaha, Nebraska/September 11-12, 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.

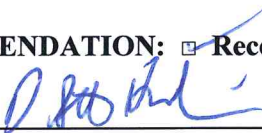
**SUMMARY OF MAJOR ELEMENTS:**

Request Board approval for Jimmy Brehm to serve on Scholastics' Literacy Leadership Advisory Board and attend meeting on September 11-12, 2019, in Omaha, Nebraska, per the attached request.

**IMPACT ON RESOURCES:** See attached request.

**TIMETABLE FOR FURTHER REVIEW OR ACTION:**

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



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

<b>INDIVIDUAL/STAFF REQUESTING TRIP:</b>	Jimmy Brehm
<b>DATES OF TRIP:</b>	September 11-12, 2019
<b>TRIP TO:</b>	Omaha, Nebraska
<b>METHOD OF TRANSPORTATION:</b>	Air – paid by Scholastic
<b>ACCOMMODATIONS:</b>	TBD – paid by Scholastic
<b>EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:</b>	To attend Scholastic Literacy Leadership Advisory Board Meeting.
<b>CONFERENCE AGENDA:</b>	Per e-mail invite - The agenda for our third meeting will consist of a welcome dinner on September 11 at 6 pm, school visits to Omaha Public Schools on the morning of September 12, followed by a working lunch and group share out and discussion until 3:30 pm.
<b>NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)</b>	1 – Jimmy Brehm
<b>TOTAL ESTIMATED COST:</b>	\$200
<b>COST INCLUDES:</b>	Possibly ground transportation & some meals – Scholastic is paying all other expenses.
<b>FUNDING SOURCE:</b>	C & I Budget
<b>FUND MANAGER RECOMMENDATION:</b>	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

**SUPERINTENDENT  
RECOMMENDATION:**

☒ Recommended

☐ Not Recommended

*[Signature]*



**WOODFORD COUNTY BOARD OF EDUCATION  
AGENDA ITEM**

**ITEM #: 1 X C DATE:** August 12, 2019

**TOPIC/TITLE:** Travel Request/WCHS/Kentucky Youth Assembly Delegation/November 21-23, 2019/  
Kentucky Youth Assembly Conference//Louisville, KY

**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.

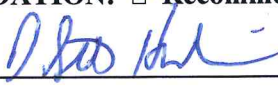
**SUMMARY OF MAJOR ELEMENTS:**

Request Board approval for the WCHS Kentucky Youth Assembly Delegation and chaperones to travel to Louisville, Kentucky, for the Kentucky Youth Assembly Conference on November 21-23, 2019, per the attached request.

**IMPACT ON RESOURCES:** N/A

**TIMETABLE FOR FURTHER REVIEW OR ACTION:**

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



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# SCHOOL RELATED STUDENT TRIP REQUEST FORM

Group Requesting Trip:	WCHS Kentucky Youth Assembly Delegation
Dates of Trip:	November 21 <sup>st</sup> -23 <sup>rd</sup> , 2019
Trip to:	KYA Conference (Kentucky YMCA Sponsored)
Method of Transportation:	WCPS Bus
Accommodations:	Crowne Plaza Hotel - Louisville, KY
Educational Objective and Curriculum Objective:	To engage students in a model government simulation and provide students with deeper understanding of separation of powers, checks and balances and the legislative process.
Trip Highlights:	Students interact with 1000 other high school students from across the state and participate in hands-on government simulation; students write, debate and vote on legislation, run for office, acts as reporters, participate in Moot Court, and experience indepth the process of state government and judicial system.
Number of Students Predicated to Participate:	30
Number of Chaperones:	2 (Katie Meade & one additional teacher)
Name of Individual Dispensing Medications:	Katie Meade
Total Estimated Cost:	\$7800
Cost Includes:	Lodging, transportation, conference registration for stduents and advisors, 3 meals during conference, cost for substitutes
Cost to Each Student:	\$260.00
Funding Assistance:	n/a
Fund Raisers Incorporated:	Old Kentucky Chocolates
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

**RECEIVED**

**AUG - 6 2019**

**WCPS**

SCHOOL ACTIVITY FUND  
INDIVIDUAL ACTIVITY BUDGET WORKSHEET

F-SA-4A

School WCHS  
Activity Fund V Club

Year 2019-2020

Description	2018-2019	Receipts 2019-2020	2018-2019 Expenditures 2019-2020	
	Prior Year Actual	Budget	Prior Year Actual	Budget
Beginning Cash Balance	764	1251		
Dues Rec'd	720	800		
KYA & Rec'd	7550	7600		
KUNA & Rec'd	8330	8500		
Fundraiser - Candy & Rec'd	3600	3600		
KUNA Refund	340			
KY YMCA Assoc Fees			480	500
KYA Registration			7305	7800
Fundraiser - Candy			1900	1900
KYA Bus			681	700
KYA Subs			420	450
KUNA Registration			7560	7800
KUNA Bus			638	700
KUNA Subs			468	500
Refunds			600	
Supplies, shirts, food etc				1401
Totals	21304	21751	20052	21751

Patterson  
Club Treasurer

Katie Meade  
Sponsor

Principal


4/26/19  
Date



**WOODFORD COUNTY BOARD OF EDUCATION  
AGENDA ITEM**

**ITEM #: 1 X C DATE:** August 12, 2019

**TOPIC/TITLE:** Travel Request/WCHS Y-Club/KUNA Conference/Galt House/Louisville, KY/  
March 5-7, 2020

**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)
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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 required.

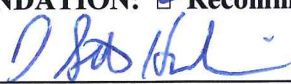
**SUMMARY OF MAJOR ELEMENTS:**

Request Board approval for the WCHS Y-Club and chaperones to travel to the Galt House in Louisville, Kentucky, to attend the KUNA (Kentucky United Nations) Conference on March 5-7, 2020, per the attached request.

**IMPACT ON RESOURCES:**

**TIMETABLE FOR FURTHER REVIEW OR ACTION:**

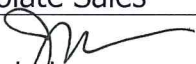
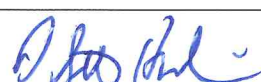
**SUPERINTENDENT'S RECOMMENDATION:** ☒ Recommended ☐ Not Recommended



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# SCHOOL RELATED STUDENT TRIP REQUEST FORM

Group Requesting Trip:	WCHS Y-Club
Dates of Trip:	March 5 <sup>th</sup> -7 <sup>th</sup> , 2020
Trip to:	KUNA (Kentucky United Nations) Conference
Method of Transportation:	WCPS Bus
Accommodations:	Galt House Hotel in Louisville
Educational Objective and Curriculum Objective:	This conference addresses contemporary global issues in a model United Nations setting. Students will research issues in assigned world nations, write proposals and represent their assigned nation's culture and world view. In addition, one of our students was elected last year to serve on the Leadership Team for this conference.
Trip Highlights:	Students write and debate resolutions addressing global issues; serve as counsel on the International Court of Justice; design and construct booths representing assigned countries, students performance of cultural dance and music and interaction with 800 other high school students from across the Commonwealth.
Number of Students Predicated to Participate:	30
Number of Chaperones:	2 (Katie Meade & one additional teacher)
Name of Individual Dispensing Medications:	Katie Meade
Total Estimated Cost:	\$7800
Cost Includes:	2 nights Lodging, 3 meals, conference registration, transportation
Cost to Each Student:	\$260
Funding Assistance:	-0-
Fund Raisers Incorporated:	Old Kentucky Chocolate Sales
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

**RECEIVED**

AUG - 6 2019

WCPS

SCHOOL ACTIVITY FUND  
INDIVIDUAL ACTIVITY BUDGET WORKSHEET

F-SA-4A

School WCHS  
Activity Fund V Club

Year 2019-2020

Description	2018-2019	Receipts 2019-2020	2018-2019 Expenditures 2019-2020	
	Prior Year Actual	Budget	Prior Year Actual	Budget
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KUNA & Rec'd	8330	8500		
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KUNA Refund	340			
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Fundraiser - Candy			1900	1900
KYA Bus			681	700
KYA Subs			420	450
KUNA Registration			7560	7800
KUNA Bus			638	700
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Refunds			600	
Supplies, Shirts, Food etc				1401
Totals	21304	21751	20052	21751

Hatterson  
Club Treasurer

Katie Meade  
Sponsor


Principal

4/26/19  
Date

**WOODFORD COUNTY BOARD OF EDUCATION  
AGENDA ITEM**

**ITEM #: 1 X C DATE:** August 12, 2019

**TOPIC/TITLE:** Travel Request/WCHS/Qualifying HOSA Members and Sponsor/National HOSA Leadership Conference/Houston, Texas/June 23-28, 2020

**PRESENTER:** Jimmy Brehm 

**ORIGIN:**

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ☒ ACTION REQUESTED AT THIS MEETING
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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.

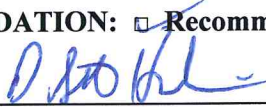
**SUMMARY OF MAJOR ELEMENTS:**

Request Board approval for WCHS Health Occupation Students of America (HOSA) qualifying members and sponsor, Patricia Fitzpatrick, to attend National HOSA Conference to be held in Houston, Texas, on June 23-28, 2020, per the attached request.

**IMPACT ON RESOURCES:** See attached form.

**TIMETABLE FOR FURTHER REVIEW OR ACTION:**

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



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

<b>INDIVIDUAL/STAFF REQUESTING TRIP:</b>	HOSA/Fitzpatrick 20 - 30 members
<b>DATES OF TRIP:</b>	June 23-28 2020
<b>TRIP TO:</b>	Houston, TX
<b>METHOD OF TRANSPORTATION:</b>	Flight or Charter Bus with other schools
<b>ACCOMMODATIONS:</b>	Not yet available
<b>EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:</b>	Competitive Events Educational Symposiums Networking with HOSA students across the Nation
<b>CONFERENCE AGENDA: SEE ATTACHMENT</b>	Not yet available
<b>NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)</b>	Fitzpatrick- chaperone Any student who attended SLC and placed first, second, or third, may attend.
<b>TOTAL ESTIMATED COST:</b>	\$1200/student (estimate)
<b>COST INCLUDES:</b>	Registration - \$90 hotel ¼ room at \$200/night X 5 nights Bus/flight tickets- \$300 - \$400 each Food/personal spending recommended \$50/day food
<b>FUNDING SOURCE:</b>	Perkins for Fitzpatrick
<b>FUND MANAGER RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
<b>PRINCIPAL/SUPERVISOR RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

RECEIVED  
AUG 9 2019  
WOODFORD COUNTY  
BOARD OF EDUCATION



**SUPERINTENDENT  
RECOMMENDATION:**

☒ Recommended


☐ Not Recommended

*[Handwritten signature]*

**WOODFORD COUNTY BOARD OF EDUCATION  
AGENDA ITEM**

**ITEM #: 1 X C DATE:** August 12, 2019

**TOPIC/TITLE:** Travel Request/WCHS/HOSA Members and Sponsor/Kentucky HOSA Spring Leadership Conference/Louisville, KY/March 19-21, 2020

**PRESENTER:** Jimmy Brehm 

**ORIGIN:**

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)  
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☒ 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.

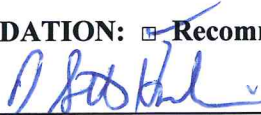
**SUMMARY OF MAJOR ELEMENTS:**

Request Board approval for WCHS Health Occupation Students of America (HOSA) Members and Sponsor, Patricia Fitzpatrick, to attend the Kentucky HOSA Spring Leadership Conference to be held in Louisville, Kentucky, March 19-21, 2020, 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**

<b>INDIVIDUAL/STAFF REQUESTING TRIP:</b>	HOSA/Fitzpatrick 30 - 40 members
<b>DATES OF TRIP:</b>	March 19 - 21, 2020
<b>TRIP TO:</b>	Louisville, KY - KY HOSA Spring Leadership Conference
<b>METHOD OF TRANSPORTATION:</b>	Bus
<b>ACCOMMODATIONS:</b>	Crowne Plaza Hotel 830 Phillips Lane Louisville, KY
<b>EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:</b>	Competitive Events Educational Symposiums Networking with HOSA students across the state
<b>CONFERENCE AGENDA: SEE ATTACHMENT</b>	
<b>NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)</b>	Fitzpatrick- chaperone Lucas Jones- KY HOSA Vice-President Elva Jantes - KY HOSA Historian Up to 40 local members may attend
<b>TOTAL ESTIMATED COST:</b>	\$150/student
<b>COST INCLUDES:</b>	Registration - \$60 hotel ¼ room at \$110/night X 2 nights Bus - \$800 total divided by # students Food/personal spending
<b>FUNDING SOURCE:</b>	Perkins for Fitzpatrick
<b>FUND MANAGER RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
<b>PRINCIPAL/SUPERVISOR RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

RECEIVED

AUG - 9 2019

WOODFORD COUNTY  
BOARD OF EDUCATION

**SUPERINTENDENT  
RECOMMENDATION:**

- ☒ Recommended  
☐ Not Recommended

*[Signature]*



**WOODFORD COUNTY BOARD OF EDUCATION  
AGENDA ITEM**

**ITEM #: 1 X C DATE:** August 12, 2019

**TOPIC/TITLE:** Travel Request/WCHS/HOSA Officers and Sponsor/Kentucky Leadership Training  
Institute/Louisville, KY/October 5-7, 2019

**PRESENTER:** Jimmy Brehm 

**ORIGIN:**

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)  
☒ ACTION REQUESTED AT THIS MEETING  
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☒ 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.

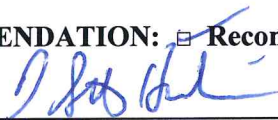
**SUMMARY OF MAJOR ELEMENTS:**

Request Board approval for WCHS Health Occupation Students of America (HOSA) Officers and WCHS Teacher/Sponsor Patricia Fitzpatrick, to attend the Kentucky Leadership Training Institute to be held in Louisville, Kentucky, October 5-7, 2019, per the attached request.

**IMPACT ON RESOURCES:** See attached form.

**TIMETABLE FOR FURTHER REVIEW OR ACTION:**

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



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

<b>INDIVIDUAL/STAFF REQUESTING TRIP:</b>	HOSA/Fitzpatrick Local Officers (12)
<b>DATES OF TRIP:</b>	Oct 5-7, 2019
<b>TRIP TO:</b>	Louisville, KY - KY Leadership Training Institute (KLTI)
<b>METHOD OF TRANSPORTATION:</b>	Parents to transport
<b>ACCOMMODATIONS:</b>	Crowne Plaza Hotel 830 Phillips Lane Louisville, KY
<b>EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:</b>	Leadership Training Workshops Networking with officers from across the state
<b>CONFERENCE AGENDA: SEE ATTACHMENT</b>	
<b>NUMBER OF PARTICIPANTS/SCHOOLS:</b> (If more than one school, attach list of participants and their schools.)	Fitzpatrick- chaperone Lucas Jones- KY HOSA Vice-President Elva Jantes - KY HOSA Historian Up to 10 local officers may attend
<b>TOTAL ESTIMATED COST:</b>	Registration- \$60 each- students will pay Hotel costs \$600 - HOSA will pay meals - students will pay
<b>COST INCLUDES:</b>	see above
<b>FUNDING SOURCE:</b>	Perkins for Fitzpatrick (\$60 plus \$150)
<b>FUND MANAGER RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <i>[Signature]</i> <i>if not present</i> <input type="checkbox"/> Not Recommended
<b>PRINCIPAL/SUPERVISOR RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <i>[Signature]</i> <input type="checkbox"/> Not Recommended

**SUPERINTENDENT  
RECOMMENDATION:**

☒ Recommended

☐ Not Recommended

*[Signature]*

**WOODFORD COUNTY BOARD OF EDUCATION  
AGENDA ITEM**

**ITEM #:** 1 X **C DATE:** August 12, 2019

**TOPIC/TITLE:** Travel Request/WCHS/KY HOSA Officers Lucas Jones and Elva Jantes and WCHS Health Careers Teacher, Patricia Fitzpatrick/Washington Leadership Academy/Washington, D.C./September 21-24, 2019

**PRESENTER:** Jimmy Brehm 

**ORIGIN:**

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)  
☒ ACTION REQUESTED AT THIS MEETING  
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☐ 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.

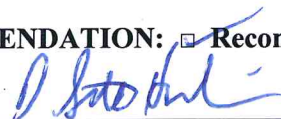
**SUMMARY OF MAJOR ELEMENTS:**

Request Board approval for WCHS Students and Kentucky Health Occupation Students of America (HOSA) Officers, Lucas Jones and Elva Jantes, and WCHS Health Careers Teacher, Patricia Fitzpatrick, to attend the Washington Leadership Academy to be held in Washington, DC, on September 21-24, 2019, per the attached request.

**IMPACT ON RESOURCES:** See attached form.

**TIMETABLE FOR FURTHER REVIEW OR ACTION:**

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



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

<b>INDIVIDUAL/STAFF REQUESTING TRIP:</b>	HOSA/Fitzpatrick
<b>DATES OF TRIP:</b>	Sept 21-24, 2019
<b>TRIP TO:</b>	Washington DC - Washington Leadership Academy
<b>METHOD OF TRANSPORTATION:</b>	Flight
<b>ACCOMMODATIONS:</b>	Doubletree Crystal City 300 Army Navy Drive Arlington, VA 22202 Phone: (703) 416-4100
<b>EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:</b>	Leadership Training Workshops Learning how to meet with and speak with legislators Appointments with KY Senators and Representatives
<b>CONFERENCE AGENDA: SEE ATTACHMENT</b>	
<b>NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)</b>	Fitzpatrick- chaperone Lucas Jones- KY HOSA Vice-President Elva Jantes - KY HOSA Historian
<b>TOTAL ESTIMATED COST:</b>	Students trip is covered by KY HOSA except for their plane ticket which they will purchase for themselves. Fitzpatrick's trip will cost aprox \$1500 (may be less if plane ticket is cheaper, or if I can share a room to cut that cost)
<b>COST INCLUDES:</b>	room \$650 registration \$500 (includes all meals) flight \$300 - \$400
<b>FUNDING SOURCE:</b>	Perkins for Fitzpatrick

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<b>FUND MANAGER RECOMMENDATION:</b>	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
<b>PRINCIPAL/SUPERVISOR RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
<b>SUPERINTENDENT RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

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**13TH ANNUAL**  
**WASHINGTON LEADERSHIP ACADEMY**  
 SEPTEMBER 21-24, 2019

## TENTATIVE AGENDA

SATURDAY, SEPTEMBER 21, 2019		
3:00 PM	<b>Registration</b>	
4:15 PM	<b>Opening Session</b> <i>Keynote Speaker: TBD</i>	
5:00 PM	<b>Leadership Session I</b> HOSA State Officers HOSA Local Leaders State & Local Advisors	
6:30 PM Official HOSA Uniform	<b>Dinner</b>	
7:30 PM Business Casual or HOSA Casual	<b>Leadership Session II</b> HOSA State Officers HOSA Local Leaders	
10:00 PM	<b>Team Time</b> <i>Meet with State Advisor and officer team</i>	
11:30 PM	<b>Curfew</b>	
SUNDAY, SEPTEMBER 22, 2019		
7:00 AM	<b>Continental Breakfast</b>	
8:00 AM Business Casual or HOSA Casual	<b>Leadership Session III</b> HOSA State Officers HOSA Local Leaders State & Local Advisor	
12:00 NOON	<b>Lunch</b>	
1:00 PM Business Casual or HOSA Casual	<b>Leadership Session IV</b> HOSA State Officers HOSA Local Leaders State & Local Advisor	
5:30 PM	<b>Dinner</b>	
6:30 PM Business Casual or HOSA Casual	<b>Washington Twilight Tour</b> Buses depart from the lobby at 6:30 PM	
10:00 PM	<b>Team Time</b> <i>Meet with State Advisor and officer team</i>	
11:30 PM	<b>Curfew</b>	

## MONDAY, SEPTEMBER 23, 2019

7:30 AM	<b>Continental Breakfast</b>	
8:00 AM	<b>Bus Departures by Industry Locations</b>	
9:00 AM Official HOSA Uniform	<b>Industry Tours</b>	
12:00 PM	<b>Lunch -- Pentagon City Mall</b>	
3:00 PM	<b>Arlington National Cemetery Tour and Wreath Laying Ceremony</b>	
6:00 PM Official HOSA Uniform	<b>Advocacy Training - How to Advocate for HOSA and What to Expect on the Hill?</b>	
7:00 PM Official HOSA Uniform	<b>Dinner with State Advisors</b>	
8:30 PM Business Casual or HOSA Casual	<b>Team Time</b> <i>Meet with State Advisor and officer team</i>	
11:30 PM	<b>Curfew</b>	

## TUESDAY, SEPTEMBER 24, 2019

7:30 AM	<b>Continental Breakfast</b>	Salon AB
8:15 AM Official HOSA Uniform	<b>Bus Departs for Washington, D.C.</b>	
9:00 AM	<b>Congressional Visits</b> (State Officers Meet State Advisors)	
12:15 PM Official HOSA Uniform	<b>Closing Luncheon</b> <i>Presented by the Executive Council</i> <i>Keynote Speaker: TBD</i>	
2:00	<b>Departure!</b>	



**WOODFORD COUNTY BOARD OF EDUCATION  
AGENDA ITEM**

**ITEM #: IX C DATE:** August 14, 2019

**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 Creative Writing/Art Design Classes (Cincinnati Art Museum, Cincinnati, OH).

**IMPACT ON RESOURCES:** Please see attached documentation.

**TIMETABLE FOR FURTHER REVIEW OR ACTION:**

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

D. Scott Hawkins by AWC

# SCHOOL RELATED STUDENT TRIP REQUEST FORM

Group Requesting Trip:	Creative Writing (Schwarz) and Art Design and Voice (Benton)
Dates of Trip:	August 30th, 2019
Trip to:	Cincinnati Art Museum
Method of Transportation:	Bus
Accommodations:	NA
Educational Objective and Curriculum Objective:	Students in both Art, Design, and Voice as well as Creative Writing class will have the opportunity to view art from around the world and throughout time in a way that allows them to react and respond in writing and/or drawing pieces of their own. The objective is for students to use the lens of "Art" to access the artist and writer inside of themselves. <a href="https://www.cincinnatiartmuseum.org/media/2324/teacher-chaperone-cam-guide.pdf">https://www.cincinnatiartmuseum.org/media/2324/teacher-chaperone-cam-guide.pdf</a>
Trip Highlights:	The Cincinnati Art Museum houses an incredible collection of art from all over the world. Some students will be visiting a museum like this for the first time in their lives!
Number of Students Predicated to Participate:	50
Number of Chaperones:	2
Name of Individual Dispensing Medications:	Laura Benton
Total Estimated Cost:	Bus Cost
Cost Includes:	Transportation Cost
Cost to Each Student:	\$10-20
Funding Assistance:	NA
Fund Raisers Incorporated:	NA
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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