

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: VII C **DATE:** August 26, 2024

TOPIC/TITLE: Approve Travel Requests

PRESENTER: Administrators

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: Ironman Wrestling Tournament, WCHS 1 Student and 2 Chaperones (Cuyahoga Falls, OH 12/07/24-12/08/24); FCCLA, WCHS 1 Student and 1 Chaperone (Versailles, KY 9/16/24-9/17/24); FFA Rising Sun Conference, WCHS 2 Students and 2 Chaperones (Hardinsburg, KY 9/6/24-9/7/24); FFA Leadership Conference, WCHS 25 Students and 2 Chaperones (Richmond, KY 1/17/25-1/19/25); FFA Leadership Training Camp, WCHS 15 Students (Hardinsburg, KY June 2025); KY FFA State Convention, Approx 20 WCHS Students (Lexington, KY 6/10/25-6/12/25); WCHS FFA to Perfect North Slopes, 50 students and 4 Chaperones (Lawrensburg, IN 1/31/25); National FFA Convention, WCHS 202-25 Students (Indianapolis, IN 10/22/24-10/26/24); WCHS Murray State Campus Tour and FFA Competitions, 8+ Students and 2 Chaperones (Murray, KY 11/15/24-11/16/24); WKU Student Teaching Recruiting Fair, Communications Officer- Elaine Bailey (Bowling Green, KY 9/4/24-9/5/24); Ron Clark Academy, Director of Student Achievement- Susan Tracy (Atlanta, GA 9/25/24-9/27/24); Ameriacn Choral Director's Association National Conference, WCHS Choral Director- Taylor Strickland (Dallas, Texas 3/18/25-3/22/25); ASCD Leadership Summit, Chief Information Officer- Josh Rayburn (Nashville, TN 10/17/24-10/20/24); Kentucky Youth Assembly, WCHS Y Club 40 Students and 2 Chaperones (Louisville, KY 11/21/24-11/23/24); Migrant Education Program Fall Academy, Migrant Program Staff (Bowling Green, KY 9/3/24-9/6/24).

IMPACT ON RESOURCES: Please see attached documentation

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: Recommended

Not Recommended

Darryl Kelly



Field Trip Request Form

**WOODFORD COUNTY
PUBLIC SCHOOLS**

330 Pisgah Pike, Versailles,
KY 40383
(859) 879-4600

Field Trip Request Number

FY25-8

Submitter First Name

Harrison

Submitter Last Name

Courtney

Woodford Email Address

harrison.courtney@woodford.kyschools.us

School

High School

Are you one of the trip sponsor?

- Yes
 No

Contact Phone Number

(859) 753-0566

Type of Trip

- Day Trip (During School)
 After School
 Multiple Days (Overnight Stay)

Number of Students

1

Number of Chaperones

2

Grade(s)

12

Departure Date

12/07/2024

Return Date

12/08/2024

Agenda/Itinerary (Select One)

- Upload Agenda/Itinerary
 Add Link to Agenda/Itinerary

Link to agenda

<https://www.ironmanwrestlingtournament.com/the-women-of-ironman.html>

Method of Transportation

Personal Vehicle

Accommodations

N/A

Educational Objectives/ Curriculum Connections:

Opportunity to compete at the nations highest level national tournament. Create opportunities to further education through College Athletic Scholarships.

Does this trip require school transportation?

Yes No

Does this trip require common carrier transportation?

Yes No

Do you need school lunches?

Yes No

Will this trip cause these students to be away during their designated lunch time?

Yes No

Which account is covering the cost of the trip?

WCHS Wrestling Account

Donated fee amount per student

0

Donated fee amount per chaperone

0

Upload Roster

[Private File Not Included]

Additional Information or Comments

Lacey has been invited to compete at the Walsh Jesuit Ironman National Wrestling Tournament. This is a great accomplishment, and a great opportunity for her to not only compete but to further her education and athletic career as most College coaches in the nation will be present at this tournament.

Emergency Action Plan

The school personnel or volunteer attending in an official capacity who is in charge of the students is responsible for the main components of the EAP. The sponsor of this field trip is responsible for gathering the following information related to the EAP while on the field trip.

The main components of this Cardiac Emergency Action Plan that need to be communicated include:

- Location of AEDs
- If possible, how to gain access
- Steps that must be taken quickly to initiate the chain of survival
- Recognition of a sudden cardiac arrest event (assume cardiac arrest in anyone who is collapsed and unresponsive and not breathing)
- Call 9-1-1 using a cell phone or other means of communication
- Begin Hands-Only CPR (push hard and fast in the center of the chest about 100 times/minute)
- Retrieve and use the nearest Automated External Defibrillator (AED)
- Continuing supporting the victim until the local EMS arrives and takes over care
- Direct EMS to the scene

Name of Contact at Venue

Jenn Bernard

This person answered questions related to the AED.

Position or Title of Contact at Venue

Tournament Director

This person answered questions related to the AED.

Date of Contact

08/01/2024

The date contacted related to the AED.

Is there an Automatic External Defibrillator (AED) on site at the primary venue?

Yes

No

Location of AED?

Multiple throughout the venue at Athletic Trainer tables.

Does the venue have an emergency response team (ERT)?

Yes

No

What is the process to request AED and/or ERT if needed at the scene?

Multiple Athletic trainers will be present at the event overseeing the competition. They will be notified by coaches and a referee and provide medical assessment or give medical attention if necessary .

Is the trip sponsor CPR/AED certified?

Yes

No

Is the trip sponsor CPR/AED trained?

Yes

No

Which staff member on the trip will be responsible for the oversight and location of AED?

Harrison Courtney

Will the AED be taken to all venues/destinations on the trip?

Yes

No

For venues where the portable AED is permitted, the emergency response will be?

Multiple Athletic Trainers will be present at the venue to cover the competition. They will provide treatment and care/ contact EMS if further medical care is needed.

Is any other assigned emergency equipment available on field trip?

Yes

No

Sponsor Signature

Harrison Courtney

Date

08/08/2024

Trip Approval

Approved

Approved, Conditionally

Not Approved

Signature- Administrator

Amanda Best

Date

08/08/2024

Trip Information

- Trip has been entered in VersaTrans and buses are requested
- Trip has enough funds in account for this trip
- With fundraising, the trip will have enough funds
- Other

Comments

0842525 0895 7396S

Signature- Bookkeeper or Trip Coordinator**Date**

Julie Doane

08/09/2024

-
- Emergency Action Plan is approved

Medication- Please See Nurse

- Yes
- No

Comments

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Signature- School Nurse**Date**

Sara Butler RN

08/09/2024

Recommendation to the Woodford County Board of Education

- This trip is recommended to the board for approval.
- This trip is not recommended to the board for approval.

Comments

N/A

Signature- Chief Academic Officer**Date**

Ryan Asher

08/09/2024

Danny Adkins

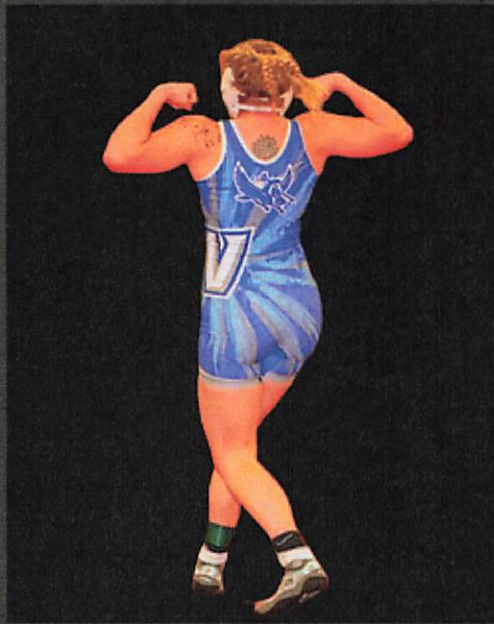
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readysign

08/09/2024



**THE WOMEN OF
IRONMAN**
DECEMBER 7TH & 8TH



WOMEN OF IRONMAN 2024 INFORMATION

Requests for consideration for the 2024 tournament open.

The 2024 girls tournament will be held at Walsh Jesuit High School
December 7th & 8th.

There will be 14 weight classes: 100, 105, 110, 115, 120, 125, 130,
135, 140, 145, 155, 170, 190, 235

Each weight class has a championship bracket and a consolation
bracket. The tournament will be wrestled folkstyle.

The girls division will begin Saturday afternoon with finals being held
on Sunday.

The Women of Ironman tournament is invitational only. We do
welcome emails from teams and individuals interested in
consideration. Keep in mind that this does not guarantee a spot in the
tournament. If interested have a coach or AD send an email to the
selection director with the wrestlers name, weight class, and

accomplishments. We do fill up late May/early June so we recommend sending right after state tournaments.

THE COST FOR INDIVIDUAL WRESTLERS IS \$150. A FULL TEAM IS \$750.

SINCE THIS IS AN IN-SEASON TOURNAMENT WE DO NOT ACCEPT REQUESTS FROM PARENTS. ALL WRESTLERS MUST BE ENTERED THROUGH THEIR HIGH SCHOOL COACH OR AD.

[COACH INFORMATION PAGE](#)

2024 CONFIRMED SCHOOLS REPRESENTED

Alliance HS, OH
Avon Lake HS, OH
Baylor HS, TN
Berea-Midpark HS, OH
Big Walnut HS, OH
Bishop McCort, PA
Bixby HS, OK
Black River, OH
Blair Academy, NJ
Bolingbrook, IL
Bradford Area, PA
Brecksville – Broadview Hts, OH
Canon-McMillian, PA
Carrolton Exempt Village HS, OH
Center Grove, IN
Chestnut Ridge HS, PA
Chippewa HS, OH
Choate Rosemary Hall HS, CT



Field Trip Request Form

**WOODFORD COUNTY
PUBLIC SCHOOLS**

330 Pisgah Pike,
Versailles, KY 40383
(859) 879-4600

Field Trip Request Number

FY25-26

Submitter First Name

RaAnn

Submitter Last Name

Miller

Woodford Email Address

raann.miller@woodford.kyschools.us

School

High School

Are you one of the trip sponsor?

- Yes
 No

Contact Phone Number

(859) 879-4630

Type of Trip

- Day Trip (During School)
 After School
 Multiple Days (Overnight Stay)
 Same Trip, Multiple Dates (NO OVERNIGHT STAY)

Academic/Athletic

- Academic
 Athletic
 Other

Group Name

FCCLA State Executive Council

Ex: 8th Grade Boys Basketball or Northside 3rd Grade

Number of Students

1

Number of Chaperones

1

Grade(s)

11

Departure Date

09/16/2024

Return Date

09/17/2024

Agenda/Itinerary (Select One)

- Upload Agenda/Itinerary
- Add Link to Agenda/Itinerary

Conference Agenda/Itinerary

scan_rcmiller_2024-08-14-12-01-30.pdf

Method of Transportation

Student and teacher will drive their own vehicle.

Accommodations

Holiday Inn Express
 265 Commerce Drive
 Versailles, KY 40383

Purpose of the trip:

For state officers to plan for fall region meetings, community service project and to begin planning for the State Leadership Conference as they carry out the duties of their office.

Destination(s) (Please add destinations in order of drop off)**Destination Name****Address**

Holiday Inn Express

365 Commerce Street, Versailles, KY 40383

To add more, click the plus (+) sign

Does this trip require school transportation?

Yes No

Does this trip require common carrier transportation?

Yes No

Do you need school lunches?

Yes No

Will this trip cause these students to be away during their designated lunch time?

Yes No

Which account is covering the cost of the trip?

State FCCLA Account will cover all expenses except teacher sub.

Donated fee amount per student

0

(What will the cost for students be for this trip?)

Donated fee amount per chaperone

0

(What will the cost for chaperones be for this trip?)

Roster

Upload Now

Upload Later

Upload Roster

Fall SEC Meeting - Sept.16-17, 2024.xlsx

Additional Information or Comments

Emergency Action Plan

The school personnel or volunteer attending in an official capacity who is in charge of the students is responsible for the main components of the EAP. The sponsor of this field trip is responsible for gathering the following information related to the EAP while on the field trip.

The main components of this Cardiac Emergency Action Plan that need to be communicated include:

- Location of AEDs
- If possible, how to gain access

- Steps that must be taken quickly to initiate the chain of survival
- Recognition of a sudden cardiac arrest event (assume cardiac arrest in anyone who is collapsed and unresponsive and not breathing)
- Call 9-1-1 using a cell phone or other means of communication
- Begin Hands-Only CPR (push hard and fast in the center of the chest about 100 times/minute)
- Retrieve and use the nearest Automated External Defibrillator (AED)
- Continuing supporting the victim until the local EMS arrives and takes over care
- Direct EMS to the scene

Name of Contact at Venue

Olivia

This person answered questions related to the AED.

Position or Title of Contact at Venue

Front Desk Clerk

This person answered questions related to the AED.

Date of Contact

08/14/2024

The date contacted related to the AED.

Is there an Automatic External Defibrillator (AED) on site at the primary venue?

Yes

No

Please explain

I called and the front desk clerk stated they did not have an AED on site after I had to explain what and AED was.

Does the venue have an emergency response team (ERT)?

Yes

No

What is the process to request AED and/or ERT if needed at the scene?

Call 911

Is the trip sponsor CPR/AED certified?

- Yes
- No

Is the trip sponsor CPR/AED trained?

- Yes
- No

Please identify the staff member(s) attending the field trip who is/are CPR/AED certified or trained?

RaAnn Miller

To add more, click the plus (+) sign

Which staff member on the trip will be responsible for the oversight and location of AED?

RaAnn Miller

Will the AED be taken to all venues/destinations on the trip?

- Yes
- No

For venues where the portable AED is permitted, the emergency response will be?

Call 911 and attend to student.

Is any other assigned emergency equipment available on field trip?

- Yes
- No

Sponsor Signature

RaAnn Miller

Date

08/14/2024

Trip Approval

- Approved
- Approved, Conditionally
- Not Approved

Signature- Administrator

Amanda Best

Date

08/14/2024

Trip Information

- Trip has been entered in VersaTrans and buses are requested
- Trip has enough funds in account for this trip
- With fundraising, the trip will have enough funds
- Other

Munis Code

Comments

No funds or transportation requested.

Signature- Bookkeeper or Trip Coordinator

Date

Julie Doane

08/14/2024

Emergency Action Plan is approved

Medication- Please See Nurse

- Yes
- No
- Unknown at this time

Comments

Signature- School Nurse

Date

Sara Butler RN

08/16/2024

Recommendation to the Woodford County Board of Education

- This trip is recommended to the board for approval.
- This trip is not recommended to the board for approval.

Comments

NA

Signature- Chief Academic Officer

Ryan Asher

Date

08/16/2024

Woodford County Board of Education Approval Status

Date of Board Approval

- Approved
- Not Approved

Comments

Banny Adkins

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08/18/2024

Signature- Administrative Assistant to the Superintendent

Kentucky Association Family, Career and Community Leaders of America
State Executive Council Fall Meeting Agenda



September 16th - 17th 2024
Versailles, Kentucky

Reading and Approval of Minutes	Avra
Financial Report	Kendall
2024-2025 Proposed Budget	Mrs. VanHoose
Committee and Special Reports	
• KY State Fair Report	TBD
• Membership Report	Dovie Marie
Unfinished Business	
Administrator Award Nomination	Mrs. VanHoose
Honorary Membership Nominations	Mrs. VanHoose
New Business	
Regional Meetings	Mrs. VanHoose
Ultimate Chapter	Mrs. VanHoose
State Goals and Initiatives	
• Program of Work	
○ President	Sutton
○ First VP	Avra
○ VP Community Service	Bri
○ VP of Competitive Events	Terry
○ VP of Finance	Kendall
○ VP of Individual Programs	Hannah
○ VP of Membership	Dovie Marie
○ VP of Parli Law	Kaitlyn
○ VP of Peer Education	Alette
○ VP of Public Relations	Cadence

Kentucky Association Family, Career and Community Leaders of America
State Executive Council Fall Meeting Agenda



September 16th - 17th 2024
Versailles, Kentucky

Upcoming Events

- Fall Leadership Institute Mrs. VanHoose
- FCS U Mrs. VanHoose
- KY STAR Events Mrs. VanHoose
- FCCLA Week Activities Mrs. VanHoose
 - February 12-16th
 - Member Monday
 - Day of Service
 - FCS Educator Day
 - Alumni Day
 - Spirit Day
 - November 1st all graphics and online tools will launch
- CTSO Leadership Day Mrs. VanHoose

State Leadership Conference

Mrs. VanHoose

- Location
- Theme
- Schedule
- Speaker
- Banquet Dresses
- Concurrent Sessions
- Store
- Assignments
- Script

Kentucky Association Family, Career and Community Leaders of America
State Executive Council Fall Meeting Schedule



September 16th - 17th 2024
Versailles, Kentucky

Day 1 - Monday, September 16th

*All times in EST

3:00 pm	Check-In Available
5:00 pm	Meet in lobby to travel to restaurant
5:30 pm	Etiquette Lesson
6:30 pm	Etiquette Meal
7:30 pm	Travel to hotel and change
8:00 pm	Begin Meeting (conference room at hotel)
11:00 pm	Recess

Day 2 - Tuesday, September 17th

*All times in EST

7:30 am	Breakfast (at hotel or on your own)
8:00 am	Begin Meeting
12:00 pm	Working Lunch
3:00 pm	Adjournment

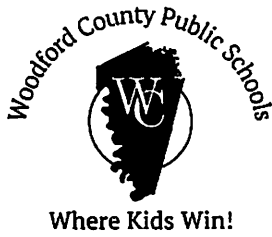
Address: Holiday Inn Express & Suites
365 Commerce Drive, Versailles, KY 40383

Attire:

Travel: Polo & skirt/Pullover and black pants
Etiquette Dinner: Nice dress/romper/top and bottoms
Meetings: Casual, any FCCLA top and leggings/jeans/etc.

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

INDIVIDUAL/STAFF REQUESTING TRIP:	Tracy Probst
DATES OF TRIP:	September 13-14 ⁶⁻⁷ , 2024
TRIP TO:	Rising Sun Conference @ KY FFA Leadership Training Center
METHOD OF TRANSPORTATION:	Board Van
ACCOMMODATIONS:	KY FFA Camp, Hardinsburg
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	FFA members will work with other students to plan events, learn leadership strategies, and how to engage/help younger members transition to high school
CONFERENCE AGENDA: SEE ATTACHMENT	Not available till early September
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	2 students from WCHS
TOTAL ESTIMATED COST:	\$10 each
COST INCLUDES:	Lodging, registration, meals
FUNDING SOURCE:	FFA Fundraisers and Individual Student payments.
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 <i>[Signature]</i>
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>Dayley</i>



Field Trip Request Form

**WOODFORD COUNTY
PUBLIC SCHOOLS**

330 Pisgah Pike,
Versailles, KY 40383
(859) 879-4600

Field Trip Request Number

FY25-10

Submitter First Name

Tracy

Submitter Last Name

Probst

Woodford Email Address

tracy.probst@woodford.kyschools.us

School

High School

Are you one of the trip sponsor?

Yes

No

Contact Phone Number

(859) 879-4630

Type of Trip

Day Trip (During School)

After School

Multiple Days (Overnight Stay)

Academic/Athletic

Academic

Athletic

Other

Group Name

Woodford Co. FFA

Ex: 8th Grade Boys Basketball or Northside 3rd Grade

Number of Students

2

Number of Chaperones

2

Grade(s)

Other

Departure Date

09/06/2024

Return Date

09/07/2024

Agenda/Itinerary (Select One)

- Upload Agenda/Itinerary
- Add Link to Agenda/Itinerary

Link to agenda

Teachers,



Method of Transportation

Van

Accommodations

FFA Camp

Educational Objectives/ Curriculum Connections:

FFA members will work with other students to plan events, learn leadership strategies, and how to engage/help younger members transition to high school

Destination(s) (Please add destinations in order of drop off)

Destination Name

Address

KY FFA Leadership Training Center

111 FFA Camp Road, Hardinsburg

To add more, click the plus (+) sign

Does this trip require school transportation?

- Yes
- No

Trip Type

- Round Trip
- One Way

Departure Time

1:00 PM

Arrival at Location

4:03 PM

Do you need a lift bus?

Yes No

Do you need a bus with luggage?

Yes No

Do you need the school van?

Yes No

The district van can only hold 7 or less passengers including the driver. Please include the name of the person driving the van. This person must be an approved driver, attended training for the van, and have been trained in basic CPR and first aid. For more information, please contact the transportation department.

Van Driver First Name

Tracy

Van Driver Last Name

Probst

Driver Cellphone Number

859-619-1041

Depart Time at Location

2:10 PM

Return Time to School

2:48 PM

Must be before 2:15 p.m. or the trip will be picked up after evening routes.

Does this trip require common carrier transportation?

Yes No

Do you need school lunches?

Yes No

Will this trip cause these students to be away during their designated lunch time?

Yes No

Which account is covering the cost of the trip?

FFA

Donated fee amount per student

(What will the cost for students be for this trip?)

Donated fee amount per chaperone

(What will the cost for chaperones be for this trip?)

Roster

- Upload Now
- Upload Later

Upload Roster

2024 Rising Sun Roster.docx

Additional Information or Comments

n/a

Emergency Action Plan

The school personnel or volunteer attending in an official capacity who is in charge of the students is responsible for the main components of the EAP. The sponsor of this field trip is responsible for gathering the following information related to the EAP while on the field trip.

The main components of this Cardiac Emergency Action Plan that need to be communicated include:

- Location of AEDs
- If possible, how to gain access
- Steps that must be taken quickly to initiate the chain of survival
- Recognition of a sudden cardiac arrest event (assume cardiac arrest in anyone who is collapsed and unresponsive and not breathing)
- Call 9-1-1 using a cell phone or other means of communication
- Begin Hands-Only CPR (push hard and fast in the center of the chest about 100 times/minute)
- Retrieve and use the nearest Automated External Defibrillator (AED)
- Continuing supporting the victim until the local EMS arrives and takes over care
- Direct EMS to the scene

Name of Contact at Venue

Matt Chaliff

This person answered questions related to the AED.

Position or Title of Contact at Venue

State Sponsor

This person answered questions related to the AED.

Date of Contact

08/09/2024

The date contacted related to the AED.

Is there an Automatic External Defibrillator (AED) on site at the primary venue?

Yes

No

Location of AED?

Lobby of New Admin Bldg, Lobby of Old Admin, Hallway of New Admin Bldg

Does the venue have an emergency response team (ERT)?

Yes

No

What is the process to request AED and/or ERT if needed at the scene?

available in public area

Is the trip sponsor CPR/AED certified?

Yes

No

Is the trip sponsor CPR/AED trained?

Yes

No

Which staff member on the trip will be responsible for the oversight and location of AED?

Tracy Probst

Will the AED be taken to all venues/destinations on the trip?

Yes

No

For venues where the portable AED is permitted, the emergency response will be?

use if necessary

Is any other assigned emergency equipment available on field trip?

- Yes
- No

Sponsor Signature

Tracy Probst

Date

08/09/2024

Trip Approval

- Approved
- Approved, Conditionally
- Not Approved

Signature- Administrator

Amanda Best

Date

08/09/2024

Trip Information

- Trip has been entered in VersaTrans and buses are requested
- Trip has enough funds in account for this trip
- With fundraising, the trip will have enough funds
- Other

Munis Code

7455S

Comments

Signature- Bookkeeper or Trip Coordinator

Julie Doane

Date

08/09/2024

- Emergency Action Plan is approved

Medication- Please See Nurse

- Yes
- No
- Unknown at this time

Comments

Signature- School Nurse

Sara Butler RN

Date

08/09/2024

Recommendation to the Woodford County Board of Education

- This trip is recommended to the board for approval.
- This trip is not recommended to the board for approval.

Comments

None

Signature- Chief Academic Officer

Ryan Asher

Date

08/11/2024

Woodford County Board of Education Approval Status

Date of Board Approval

- Approved
- Not Approved

Comments

Banny Adkins

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readysign

08/14/2024

Signature- Administrative Assistant to the Superintendent

Teachers,

The Rising Sun Conference will be held September 6-7 at the Kentucky FFA Leadership Training Center in Hardinsburg. The conference will begin at 6:00 p.m. on Friday, September 6 and conclude no later than 12:00 p.m. on Saturday, September 7. (Please note that this is a change from what we had previously published. We had a couple of conflicts and this seems to be the best option.)

The Rising Sun Conference will be open to up to two officers per high school chapter.

During the conference:

Chapters will work together to identify the resources and steps needed to meet their goals, including the support needed from the association.

Action plans will be developed for chapters and the association.

Attendees will have the chance to give input on the future goals and priorities of the Association.

Registration: All attendees (members and advisors) are asked to register online by August 15. (Late registrations will be accepted through August 30 but no shirt will be provided for late registrants.) The registration link is <https://forms.gle/4eJXJ8NF3K2PUN3R9> Once registration is complete, you will be emailed a copy of your registration and be able to edit it until registration closes.

SCHOOL RELATED STUDENT TRIP REQUEST FORM

Group Requesting Trip:	WCHS FFA
Dates of Trip:	January 17-19, 2025
Trip to:	Eastern Kentucky University - FFA Missions Conference
Method of Transportation:	School Bus
Accommodations:	Local Hotel
Educational Objective and Curriculum Objective:	FFA Leadership conference
Trip Highlights:	FFA Leadership conference, networking, fellowship with other FFA members from across the state.
Number of Students Predicated to Participate:	25
Number of Chaperones:	2
Name of Individual Dispensing Medications:	Conner Richardson / Michaela Carpenter / Tracy Probst
Total Estimated Cost:	\$1500
Cost Includes:	Bus, lodging, conference registration
Cost to Each Student:	\$60
Funding Assistance:	LAVEC / FFA
Fund Raisers Incorporated:	
Principal Recommendation:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>[Signature]</i>
Superintendent Recommendation:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>Darryl Adry</i>

Reviewed/Revised: 05/19/03

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

INDIVIDUAL/STAFF REQUESTING TRIP:	Tracy Probst, Conner Richardson, Michaela Carpenter
DATES OF TRIP:	June 2025
TRIP TO:	FFA Leadership Training Center
METHOD OF TRANSPORTATION:	WC Board Vehicle/school bus/ charter bus (cheapest option)
ACCOMMODATIONS:	FFA Camp Cabins
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	Students will work on leadership skills, learn more about agriculture and perform teambuilding activities.
CONFERENCE AGENDA: SEE ATTACHMENT	Leadership, teambuilding, chapter event planning
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	15 FFA members from WCHS
TOTAL ESTIMATED COST:	\$150
COST INCLUDES:	Lodging, transportation, food, registration
FUNDING SOURCE:	FFA Fundraisers and Individual Student payments.
FUND MANAGER RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <i>Tracy Probst</i> <input type="checkbox"/> Not Recommended
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <i>[Signature]</i> <input type="checkbox"/> Not Recommended <i>[Signature]</i>
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <i>Darryl Adley</i> <input type="checkbox"/> Not Recommended

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

INDIVIDUAL/STAFF REQUESTING TRIP:	Tracy Probst, Conner Richardson, Michaela Carpenter
DATES OF TRIP:	June 10-12, 2025
TRIP TO:	KY FFA State Convention, downtown Lexington
METHOD OF TRANSPORTATION:	Board Vehicle -or- Students will drive themselves or parents will drop off at convention center
ACCOMMODATIONS:	Lexington Hyatt or Hilton Hotel
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	Students will compete in state FFA competitions, attend leadership workshops, and interact with other FFA members from across the commonwealth.
CONFERENCE AGENDA: SEE ATTACHMENT	Daily schedule not released till April 2024
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	Approximately 20 students from WCHS
TOTAL ESTIMATED COST:	\$150
COST INCLUDES:	Lodging and registration
FUNDING SOURCE:	FFA Fundraisers and Individual Student payments.
FUND MANAGER RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <i>Tracy Probst</i> <input type="checkbox"/> Not Recommended
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <i>[Signature]</i> <input type="checkbox"/> Not Recommended <i>[Signature]</i>
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <i>Darryl Adley</i> <input type="checkbox"/> Not Recommended

SCHOOL RELATED STUDENT TRIP REQUEST FORM

Group Requesting Trip:	WCHS FFA
Dates of Trip:	January 31, 2025
Trip to:	Perfect North Slopes
Method of Transportation:	School Bus
Accommodations:	N/A
Educational Objective and Curriculum Objective:	FFA fellowship experience
Trip Highlights:	Snow tubing at Perfect North Slopes as an FFA Chapter
Number of Students Predicated to Participate:	50
Number of Chaperones:	4
Name of Individual Dispensing Medications:	Conner Richardson / Michaela Carpenter / Tracy Probst
Total Estimated Cost:	\$2500
Cost Includes:	Bus, tickets
Cost to Each Student:	\$50
Funding Assistance:	FFA
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: 06/19/03

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

INDIVIDUAL/STAFF REQUESTING TRIP:	Tracy Probst, Conner Richardson, Michaela Carpenter
DATES OF TRIP:	October 22 – October 26, 2024
TRIP TO:	National FFA Convention, Indianapolis, IN
METHOD OF TRANSPORTATION:	Board Van/bus (depending on number of participants)
ACCOMMODATIONS:	Indianapolis – TBA
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	Students will attend sessions, engage in workshops and educational tours, as well as visit a college and career fair. Students learn more about agriculture, careers available to them, and meet other students from around the globe. National Competitions
CONFERENCE AGENDA: SEE ATTACHMENT	Schedule not available till late summer according to website.
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	20-25 Students from WCHS
TOTAL ESTIMATED COST:	Will be determined once registration opens
COST INCLUDES:	Hotel, transportation, registration
FUNDING SOURCE:	FFA Fundraisers and Individual Student payments.
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 <i>[Signature]</i>
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>[Signature]</i>

SCHOOL RELATED STUDENT TRIP REQUEST FORM

Group Requesting Trip:	Woodford County FFA
Dates of Trip:	11/15 - 11/16 2024
Trip to:	Murray State University
Method of Transportation:	School van or bus
Accommodations:	hotel in Murray
Educational Objective and Curriculum Objective:	Equine Evaluation Vet Science Competition
Trip Highlights:	FFA Competitions and Campus Tour
Number of Students Predicated to Participate:	8+
Number of Chaperones:	2
Name of Individual Dispensing Medications:	Tracy Probst
Total Estimated Cost:	1000
Cost Includes:	room, transportation
Cost to Each Student:	LAVEC will potentially cover
Funding Assistance:	LAVEC
Fund Raisers Incorporated:	n/a
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

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

INDIVIDUAL/STAFF REQUESTING TRIP:	Elaine Bailey
DATES OF TRIP:	9/4/2024 – 9/5/2024
TRIP TO:	Western Kentucky University
METHOD OF TRANSPORTATION:	Car
ACCOMMODATIONS:	The Hyatt Place Bowling Green 1347 Center Street Bowling Green, Kentucky, 42101
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	<p>“Western Kentucky University: Student Teaching Recruiting Fair – WKU is working hard to find new creative ways to help our partners with the growing teaching shortage. We want to create a platform for you to promote your awesome district to our Topper Teachers!”</p> <p>Elaine Bailey will promote WCPS as an ideal place for student teachers to complete their required student teaching in hopes they will then return to work for our team!</p>
CONFERENCE AGENDA: SEE ATTACHMENT	3 hours of recruiting on 9/4/2024 and 3 hours of recruiting on 9/5/2024
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	1 participant: Elaine Bailey, WCPS Communications Officer
TOTAL ESTIMATED COST:	\$350
COST INCLUDES:	\$150 – hotel \$120 – mileage \$80 – food per diem
FUNDING SOURCE:	Teacher Recruitment Budget
FUND MANAGER RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>Jessie Rayburn</i>

PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <i>R. Se</i> <input type="checkbox"/> Not Recommended
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <i>Dany Adry</i> <input type="checkbox"/> Not Recommended

J. Elaine Bailey
8/12/24

Student Teaching Recruitment Fair

WKU is working hard to find new creative ways to help our partners with the growing teaching shortage. We want to create a platform for you to promote your awesome district to our Topper Teachers! So, we encourage your team to think of incentives that may sway our teaching candidates to choose to student teach in your school district in the next few semesters.

Please note this will be held on the WKU Bowling Green campus and will be open to all education students. Many of these students will be in their final clinical semesters, just prior to student teaching, while others may be early in their clinical journey. Students who are in class on the two recruitment days in Gary Ransdell Hall will be released to visit the fair.

In order to help us plan, please RSVP by completing the information below. We will send out the exact location and more details once we have an idea of how many districts will be participating on each day.

The two days for the Recruitment Fair are **September 4 and September 5, 2024**. Tentatively, we are planning 9:00-12:00 pm (CST) but the time may change if we find class schedules deem it necessary. **Due to students' varying schedules, we anticipate different students may attend each of the two sessions. So, it would be different students on each day of the fair.**

Please RSVP by August 23, 2024 to help us secure you a parking pass and a table at the fair.

Thanks for your continued investment in our Topper Teacher Candidates!

elaine.bailey@woodford.kyschools.us [Switch account](#)



Not shared

* Indicates required question



School District Name *

Your answer

School District Contact Name *

Your answer

Contact Email *

Your answer

Contact Phone Number *

Your answer

My district will be setting up a table on the following day(s). *

September 4 2024

September 5, 2024

Submit

Clear form

Never submit passwords through Google Forms.

This form was created inside of Western Kentucky University. [Report Abuse](#)



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

INDIVIDUAL/STAFF REQUESTING TRIP:	Taylor Strickland
DATES OF TRIP:	March 18-22, 2025
TRIP TO:	American Choral Director's Association National Conference (Dallas, TX)
METHOD OF TRANSPORTATION:	Flight
ACCOMMODATIONS:	N/A
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	Profesional Development at the National level , headlined by performances and adjudication from the best musicians/choral directors from around the country.
CONFERENCE AGENDA: SEE ATTACHMENT	Attached
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	1
TOTAL ESTIMATED COST:	\$600
COST INCLUDES:	Flight (Hotel is already paid for)
FUNDING SOURCE:	PD/Curriculum? 15FX
FUND MANAGER RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>Amie Beard 8/12/24</i>
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>[Signature] 8/12/24</i>
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>[Signature]</i>



(<https://acda.org>

g/).



ACDA NATIONAL

2025

March 18-22 Dallas, TX



Student Conducting Masterclass Submissions

[Student Conducting
Masterclass Eligibility and Submission
Requirements \(https://acda.org/wp-](https://acda.org/wp-)



Graded Honor Choirs

The 2025 National
Conference will feature
the following Graded Honor Choirs:

Grades 11-12 Mixed Choir

[Help](#)

[content/uploads/2024/07/ACDA-2025-National-Conference-Guidelines-FINAL-revised-07_30_2024.pdf](https://acda.org/wp-content/uploads/2024/07/ACDA-2025-National-Conference-Guidelines-FINAL-revised-07_30_2024.pdf)

[Student Conducting Masterclass Rubric \(https://acda.org/wp-content/uploads/2024/04/2025-Student-Conducting-Masterclass-Rubric.pdf\)](https://acda.org/wp-content/uploads/2024/04/2025-Student-Conducting-Masterclass-Rubric.pdf)

Application Opens: September 3, 2024
Deadline for Application: October 15, 2024

Grades 8-10 Treble Choir
Grades 7-10 Tenor/Bass Choir
Grades 5-7 Treble choir

[CLICK HERE \(https://acda.org/conferences/honorchoirs\)](https://acda.org/conferences/honorchoirs)
for the Audition Requirements

The schedule is as follows:

July 2024--Audition Requirements Released
July 6, 2024: [CLICK HERE \(https://acda.org/conferences/honorchoirs\)](https://acda.org/conferences/honorchoirs)
August 15, 2024--Application period opens
September 26, 2024--Application period closes; Help desk support ends at 5pm central time
October 30, 2024--Participant notifications
November 22, 2024--Participant Registration closes
December 2024--Participants receive music in the mail
March 19-22, 2025--ACDA National Conference in Dallas, Texas; Performances on March 22

National Vocal Jazz Honor Choir



The 2025 National
Conference will feature a
National Vocal Jazz
Honor Choir opportunity

for high school students. This ensemble will be 16-18 students, grades 11-12*, who will have a two-day honor choir rehearsal and featured performance at the National Conference. **The original grade levels posted were 9-12. This was modified to 11-12 only on July 1.*

[CLICK HERE](#)

[.http://acda.org/conferences/honorchoirs](http://acda.org/conferences/honorchoirs)

for the Audition Requirements

The schedule is as follows:

July 2024--Audition requirements available now

[.https://acda.org/conferences/honorchoirs](https://acda.org/conferences/honorchoirs)

August 15, 2024--Application period opens

September 26, 2024--Application period closes

October 30, 2024--Participant notifications

November 22, 2024--Participant Registration closes

December 2024--Participants receive music in the mail

March 18-19, 2025--ACDA National Conference in Dallas, Texas; Performance on March 19

The 2025 National Conference will highlight our rich choral heritage, celebrate the music and expertise of our present-day choral colleagues, and look with excitement to the next generation.

Headliners and Invited Choirs

The Dallas Symphony Orchestra and the Dallas Symphony Chorus

Tuks Camerata

Batavia Madrigal Singers

Thomanerchor of Leipzig, Germany

Santa Fe Desert Chorale

Jake Runestad's *Earth Symphony*, conducted by Jake Runestad with the Baylor University Symphony Orchestra, Baylor University A Cappella Choir, University



**of Texas-Arlington A Cappella Choir, University of Texas-
San Antonio Chamber Singers**

TMEA All-State Large School Mixed Choir


Welcome to Dallas Concert featuring: The Greater Dallas
Choral Society for Children and Youth; St. John's Music
Ministry; Vocal Majority; and the Turtle Creek Chorale

Stay tuned for more updates on the schedule, conductors
and repertoire!

Connect with us

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ps	ps	ps	ps
://	://	://	://
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b	a	o	ut
o	gr	m	u
o	a	/A	b
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co	.c	D	co
m	o	A	m
/A	m	N	/u
C	/a	at	se
D	cd	io	r/
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io	at		n
n	io		al
al	n/		A
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 Download on the **App Store** [_\(https://apps.apple.com/us/app/acda-conference-app/id1635512252\)](https://apps.apple.com/us/app/acda-conference-app/id1635512252)

 GET IT ON **Google Play** [_\(https://play.google.com/store/apps/details?id=com.guidebook.apps.acda.android\)](https://play.google.com/store/apps/details?id=com.guidebook.apps.acda.android)

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AMERICAN CHORAL DIRECTORS

ASSOCIATION



PO Box 1705
Oklahoma City, OK 73101-1705
(405)232-8161



[Skip to main content](#)

[Accessibility feedback](#)

↔ Round trip ▾ 1 ▾ Economy ▾

Lexington Dallas

Tue, Mar 18 < > Sat, Mar 22 < >

Fly from CVG for \$330

Bags ▾ Price ▾ Times ▾ Emissions ▾ C

Change airport

Cheapest Starts from \$497
Additional options based primarily on price

Based on price and convenience

Top departing flights

Ranked based on price and convenience ⓘ Prices include required taxes + fees for 1 adult. Optional charges and bag fees may apply. Passenger assistance info. Sort by: ↑↓

7:30 AM →→ 5:33 PM

LEX DFW

2 stops · 11 hr 3 min · United · Operated by SkyWest DBA United Express

\$497

round trip

304 kg CO2e

+37% emissions ⓘ

9:00 AM →→ 6:56 PM

LEX DFW

1 stop · 10 hr 56 min · United · Operated by SkyWest DBA United Express

\$526

round trip

325 kg CO2e

+16% emissions ⓘ

7:30 AM →→ 11:50 AM

LEX DFW

1 stop · 5 hr 20 min · United · Operated by SkyWest DBA United Express

\$631

round trip

224 kg CO2e

Avg emissions ⓘ

2:00 PM →→ 6:26 PM

LEX DFW

1 stop · 5 hr 26 min · United · Operated by SkyWest DBA United Express

\$631

round trip

289 kg CO2e

+30% emissions ⓘ

Prices are currently typical

[View price history](#) ▾



Date grid



Price graph

Other departing flights

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: **DATE:** August 5, 2024

TOPIC/TITLE: Travel Request

PRESENTER: Susan Tracy

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:

CKEC awarded Susan Tracy with a trip to the Ron Clark Academy. CKEC will cover the cost of flight, room, and training registration.

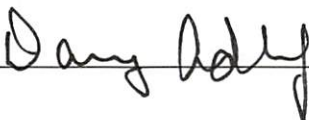
SUMMARY OF MAJOR ELEMENTS:

Seeking board approval for 3 days per diem and ground transportation during the trip to and from airport, hotel and RCA. Trip will be from Wednesday, September 25-Friday, September 27.

IMPACT ON RESOURCES: NA

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:	Susan Tracy
DATES OF TRIP:	9/25/24-9/27/24
TRIP TO:	Ron Clark Academy in Atlanta, GA
METHOD OF TRANSPORTATION:	Flight (cost covered by CKEC)
ACCOMMODATIONS:	Hotel (cost covered by CKEC)
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	The objective of the trip is to learn about the house system, instructional engagement strategies, and project-based learning ideas. Ideas learned from the house system can be shared with schools regarding inclusion. Engagement and PBL closely ties with our work in Deeper Learning strategies and the Portrait of a Learner.
CONFERENCE AGENDA: SEE ATTACHMENT	See Attached
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	I won a trip to RCA through CKEC. I am the only WC participant attending at this time.
TOTAL ESTIMATED COST:	\$300
COST INCLUDES:	\$50 a day per diem (\$150) and Uber/Lyft transportation daily to get to and from the airport, hotel and RCA.
FUNDING SOURCE:	Title I district set aside
FUND MANAGER RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>Susan Tracy</i>
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <i>Tracy</i> <input type="checkbox"/> Not Recommended
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <i>Darryl Adley</i> <input type="checkbox"/> Not Recommended

----- Forwarded message -----

From: **Burrows, Amanda** <amanda.burrows@ckec.org>

Date: Mon, Jun 17, 2024 at 3:49 PM

Subject: Congratulations! You are going to the Ron Clark Academy!

To: Booher, Jason - Mercer <jason.booher@mercer.kyschools.us>, Tracy, Susan <susan.tracy@woodford.kyschools.us>,

Sims, Amy J <amy.sims@bardstown.kyschools.us>, Mullins, Kimberly A <kimberly.mullins@scott.kyschools.us>

Cc: Heather Brown <heather.brown@ckec.org>

Good afternoon!

Thank you so much for attending CKEC's first ever EDUCON, and congratulations on winning a trip to the Ron Clark Academy this fall. Here is a [link](#) to learn more about the RCA 2-Day experience on September 26-27. You should have received a confirmation email with your registration information earlier today.

At your earliest convenience, please email Heather Brown, my amazing administrative assistant, to make hotel and airfare arrangements. Several staff members from CKEC will be attending this event as well, and Heather will be happy to share our flight details with you in case you want to travel with our team. We will be flying out of Lexington on the evening of September 25 and returning the evening of September 27.

Please note that luggage fees, meals (not provided by RCA), ground transportation/airport parking fees, and substitute costs (if needed) will be at your own expense or may be covered by your district with approval since this is a professional development opportunity. CKEC will take care of the cost of the 2-day conference experience, airfare, and 2-night hotel stay.

Please let us know if you have any questions. We are so excited for you to join us in this amazing educational experience!

Thank you,



MY UPCOMING TRIP

Confirmation Number :G5AUDF

Who's Coming Along

Amanda L Burrows, Erin Elizabeth Mciver, Holly Suzanne Lawrence & Heather Grace Brown

Our Flights

Flight Number:

Lexington, KY (LEX) ► Atlanta, GA (ATL) DL 3143

Departs

Arrives

09/25/2024 @ 6:02 PM

09/25/2024 @ 7:36 PM

Flight Number:

Atlanta, GA (ATL) ► Lexington, KY (LEX) DL 3082

Departs

Arrives

09/27/2024 @ 7:55 PM

09/27/2024 @ 9:08 PM

From: Tracy, Susan <susan.tracy@woodford.kyschools.us>
Sent: Tuesday, June 18, 2024 8:00 AM
To: Heather Brown <heather.brown@ckec.org>
Subject: Fwd: Congratulations! You are going to the Ron Clark Academy!

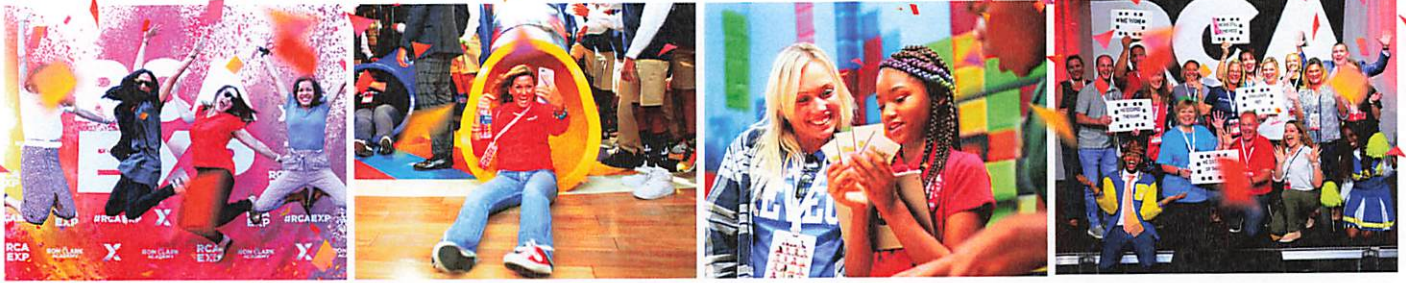
Good morning Heather! I am reaching out in response to Amanda's email regarding hotel and airfare...just tell me what to do!

Susan Tracy, Ed. S.

Director of Student Achievement/DAC

Woodford County Public Schools





The Ron Clark Academy Experience

Revolutionary Professional Development for Educators

The Ron Clark Academy is a model school and accepts visitors from all over the world. Our innovative and energetic approaches yield results, and we enjoy sharing our methods for instilling a passion for learning and helping all children achieve great levels of success.

Each week, educators visit the Ron Clark Academy to witness our dynamic and research-based teaching methods. Through classroom observations and workshops, participants in our training program learn ways to increase student engagement, ensure academic rigor, and create a climate and culture that leads to success.

Join the thousands of educators, principals, and superintendents who have already engaged in this powerful and transformative professional development experience. Be a part of the revolution!

SCHEDULE

DAY 1	8:15-8:30am	Educator Check-in
	8:30-9:00am	Welcome
	9:00-12:00pm	Classroom Observations & Workshops
	12:00-1:30pm	Lunch (provided)
	1:30-2:30pm	Workshops
	2:30-3:00pm	Q&A
	3:00-4:00pm	Slide Certification
DAY 2	8:15-9:00am	Keynote
	9:00-12:00pm	Classroom Observations & Workshops
	12:00-1:30pm	Lunch (provided)
	1:30-2:30pm	School Tour
	2:30-3:00pm	Wrap-Up
	3:00-4:00pm	House Cheers & Closing Ceremony

Participants will rotate through active classrooms and staff development workshops taught by Ron Clark, Kim Bearden, and other members of the RCA faculty. All workshops take place at the Academy, and guests will have the opportunity to observe Ron Clark and other teachers in their classrooms, take a tour of the school, and get "slide certified!"

During the Ron Clark Academy Educator Training, participants learn ways to increase student engagement, ensure academic rigor, and create a climate and culture that leads to success.

Climate and Culture

The climate and culture of a school should ignite a passion for learning, provide support and encouragement, reflect high expectations for student behavior, promote parental involvement, and ensure a safe, secure environment for all.

The climate and culture of a school is something that one can feel upon entering the building, and participants in *The RCA Experience* are able to witness it firsthand in a very tangible way. Some of the programs/methods that are taught and observed include, but are not limited to, the following:

- Techniques for promoting discipline and respect, such as *The Essential 55*
- Methods for creating a sense of urgency and a standard of high expectations
- Strategies for engaging parents in the learning process
- Ways to begin the school year, from the Meet and Greet to the first days of school
- Techniques for building student confidence, respect, and enthusiasm
- Ideas for instilling a sense of tradition
- Ways to engage students with members of the community
- Tips for building a sense of school spirit and pride, such as through our house system

Rigor

A rigorous classroom is one that teaches students to understand, analyze, and synthesize complex and challenging content. Academic rigor is essential for promoting student success, and through *The RCA Experience*, educators are able to watch lessons that exemplify rigor in a variety of subjects and through a variety of methods, such as:

- Strategies for higher order questioning
- Techniques for maximizing academic learning time
- Ways to set high expectations for all learners
- Varied methods for monitoring student progress
- Methods for engaging students in academic discussions and collaboration
- Lessons that require creativity, curiosity, and problem-solving

Student Engagement

Students must be actively engaged for authentic learning to take place, and at the Ron Clark Academy, the level of student engagement is exceptionally high. Educators who participate in *The RCA Experience* are able to get a clear picture of what student engagement looks like and sounds like when they observe our classes in session. Some of the methods that promote student engagement include the following:

- Techniques for effective teacher movement
- Methods for teaching students to track the teacher and one another
- Ways to integrating music and the arts into the curriculum
- Techniques for infusing energy and passion into lesson planning and delivery
- Ideas for teaching the content creatively
- Methods for adding movement into any classroom
- Ideas for interactive, cooperative games that promote student engagement
- Techniques for keeping all students on task
- Ways to celebrate student success

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

INDIVIDUAL/STAFF REQUESTING TRIP:	Josh Rayburn
DATES OF TRIP:	Oct. 17-Oct. 20, 2024
TRIP TO:	Nashville, TN
METHOD OF TRANSPORTATION:	Car
ACCOMMODATIONS:	Opryland Hotel- Conference location
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	<p>This is part of the technology and innovation academy focused on artificial intelligence. I am also presenting at the conference.</p> <p>The ASCD Leadership Summit 2024 nurtures education leaders by creating a platform and community to connect, learn, and strategize. Also, Innovative leadership approaches, collaborate with peers from diverse districts and gain strategic insights to help improve our district's practices.</p>
CONFERENCE AGENDA: SEE ATTACHMENT	<p>https://event.ascd.org/2024LeadershipSummit/</p> <p>https://event.ascd.org/2024LeadershipSummit/program/search/</p>
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	1
TOTAL ESTIMATED COST:	\$2500
COST INCLUDES:	Hotel, Travel, Registration
FUNDING SOURCE:	Technology

FUND MANAGER RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended	<i>Josh Rayburn</i>	readaysign
	<input type="checkbox"/> Not Recommended	43437E24F6D98F53E810C7D52E0FFC16	
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended	<i>Josh Rayburn</i>	readaysign
	<input type="checkbox"/> Not Recommended	43437E24F6D98F53E810C7D52E0FFC16	
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended	<i>Danny Adkins</i>	readaysign
	<input type="checkbox"/> Not Recommended	E66D993250FFD7D4A0989F89D5EED505	

Action Planning for Continued Growth Thursday, October 17, 1:00pm – 4:00pm Format: Action Planning	REGISTER
Welcome Reception Thursday, October 17, 5:00pm – 7:00pm Format: Social Event	REGISTER
Opening General Session Friday, October 18, 8:45am – 10:00am Format: Mainstage Presenter(s): Richard Culatta	REGISTER
12 Ways to Scale Your Impact with AI Tools Friday, October 18, 10:30am – 11:30am Format: Innovator Talk Presenter(s): Monica Burns	REGISTER
Blame the Messenger: Avoiding Communication Mistakes Friday, October 18, 10:30am – 11:30am Format: Innovator Talk Presenter(s): Erik Palmer	REGISTER
Equity in Action, Let's Walk! Friday, October 18, 10:30am – 12:00pm Format: Learning Lab Presenter(s): Raven Harris; Lorenzo Hughes; Miesha Walker	REGISTER
Nurturing Transformative Leadership: Empowering Educational Leaders in the Digital Era Friday, October 18, 10:30am – 12:00pm Format: Learning Lab Presenter(s): Opal Dawson	REGISTER
Tackling Chronic Absenteeism through a School-Wide, Multi-Tiered Approach Friday, October 18, 10:30am – 11:30am Format: Spotlight/Case Study Presenter(s): Gail Gamrath; Patricia Sheridan; Kerri Simons; Scott Williams	REGISTER
Teachers Need Voice and Choice Too: Professional Development Driven By Teachers Friday, October 18, 10:30am – 11:30am Format: Innovator Talk Presenter(s): Lauren Marsden	REGISTER
Transforming the Whole Child: Extending the "Welcome Mat" Friday, October 18, 10:30am – 11:30am Format: Innovator Talk Presenter(s): Donna M. Neary; Apryl Taylor	REGISTER
What Is My Value to the Teachers That I Supervise...INSTRUCTIONALLY? Friday, October 18, 10:30am – 12:00pm Format: Learning Lab Presenter(s): Baruti Kafele	REGISTER

<p>Transformational Meetings that Get More Done, in Less Time, with Greater Joy Friday, October 18, 11:15am – 11:45am Format: Turbo Talk Presenter(s): Chad Dumas</p>	REGISTER
<p>AI Empowerment for Leaders: Revolutionizing Productivity, Decision-Making, and Continuous Learning Friday, October 18, 1:00pm – 2:00pm Format: Innovator Talk Presenter(s): Josh Rayburn</p>	REGISTER
<p>Every Connection Matters: Cultivating Leader-to-Teacher Relationships in the School Building Friday, October 18, 1:00pm – 2:00pm Format: Innovator Talk Presenter(s): Mike & Nita Creekmore</p>	REGISTER
<p>Innovative Learning Plans: Breaking Silos for Student Success in Challenging Circumstances Friday, October 18, 1:00pm – 2:00pm Format: Innovator Talk Presenter(s): Daniel Arrison; Theresa Bracken</p>	REGISTER
<p>Maximizing the Potential of Your Linguistically Diverse Community Friday, October 18, 1:00pm – 2:30pm Format: Learning Lab Presenter(s): Huda Essa</p>	REGISTER
<p>Recruit, Hire, & Retain the Right Teachers! Friday, October 18, 1:00pm – 1:30pm Format: Turbo Talk Presenter(s): Kelin Mark</p>	REGISTER
<p>Rekindle Your Teachers' Professional Fires Friday, October 18, 1:00pm – 2:00pm Format: Innovator Talk Presenter(s): Mike Anderson</p>	REGISTER
<p>Tackling Initiative Fatigue: Strategies and Tools for Instructional Leaders Friday, October 18, 1:00pm – 2:30pm Format: Learning Lab Presenter(s): Nathifa Carmichael; Ann Cunningham-Morris; Terri Perez</p>	REGISTER
<p>Transforming Student Learning: School Leadership Frameworks for Scaling Deeper Learning Friday, October 18, 1:00pm – 2:00pm Format: Innovator Talk Presenter(s): Bob Lenz; Lisa Mireles</p>	REGISTER
<p>What Leaders Can Do to Help New Teachers Succeed & Stay! Friday, October 18, 1:00pm – 2:30pm Format: Learning Lab Presenter(s): Michelle Hope</p>	REGISTER
<p>Power of Story: What We Want Others to Understand Friday, October 18, 1:45pm – 2:15pm Format: Turbo Talk Presenter(s): Julie Jaeger</p>	REGISTER
<p>A 5-step formula to Mindfully Adapt to Change Friday, October 18, 2:30pm – 3:30pm Format: Spotlight/Case Study Presenter(s): Julia Kouyoumdjian</p>	REGISTER

<p>Academic Achievement for All (AAA) Schools Friday, October 18, 2:30pm – 3:00pm Format: Turbo Talk Presenter(s): Lorenzo Hughes; Casey Hunt; Bonnie Myers</p>	REGISTER
<p>Being an Inclusive Leader: Facilitating an Inclusive Mindset Friday, October 18, 2:30pm – 3:30pm Format: Panel Discussion Presenter(s): Christopher Bugaj; Karen Janowski; Mike Marotta; Beth Poss</p>	REGISTER
<p>Leading K12 Schools in the AI Age: North Carolina AI Guidelines Friday, October 18, 2:30pm – 3:30pm Format: Spotlight/Case Study Presenter(s): Vera Cubero</p>	REGISTER
<p>Principal Labs: Job-Embedded Learning for Leaders Friday, October 18, 2:30pm – 3:30pm Format: Innovator Talk Presenter(s): Samantha Keesling; Megan Kortlandt; Carly Stone</p>	REGISTER
<p>The Fab Four Comprehension Strategies: Proven Models for Accelerating Literacy Growth Friday, October 18, 2:30pm – 3:30pm Format: Innovator Talk Presenter(s): Lori Oczkus</p>	REGISTER
<p>Creating Systems for Leaders of Color to Stay and Thrive Friday, October 18, 3:00pm – 4:30pm Format: Learning Lab Presenter(s): Mary Rice-Boothe</p>	REGISTER
<p>Re-Thinking Resistance: Leading for Observable Impact in Today's Schools Friday, October 18, 3:00pm – 4:30pm Format: Learning Lab Presenter(s): Cale Birk</p>	REGISTER
<p>Transform Your School with Everyday, Micro Innovations Friday, October 18, 3:00pm – 4:30pm Format: Learning Lab Presenter(s): Amber Gaillbreath; Tonia Gibson; Bryan Goodwin; Amy Gullion; Cathy York</p>	REGISTER
<p>DIY – Build Your Own Network Friday, October 18, 3:15pm – 3:45pm Format: Turbo Talk Presenter(s): Jessica Holloway</p>	REGISTER
<p>Creating a Culture of Coaching Leaders Friday, October 18, 4:00pm – 5:00pm Format: Spotlight/Case Study Presenter(s): Seth Brown</p>	REGISTER
<p>From Algorithms to Androrithms: Using AI in Holistic Instructional Leadership Friday, October 18, 4:00pm – 4:30pm Format: Turbo Talk Presenter(s): Clarissa Guerra</p>	REGISTER
<p>Leading Your School Toward Equity Friday, October 18, 4:00pm – 5:00pm Format: Learning Lab Presenter(s): Dwayne Chism; Kanyon Chism</p>	REGISTER

<p>Transforming Culture and Student Success through Emotional Intelligence, Choice and Values Assessment Friday, October 18, 4:00pm – 5:00pm Format: Innovator Talk Presenter(s): Ignacio Lopez</p>	REGISTER
<p>General Session Saturday, October 19, 8:15am – 9:30am Format: Mainstage</p>	REGISTER
<p>Building a Culture of Innovation, Creativity, and Collaboration Saturday, October 19, 10:30am – 12:00pm Format: Learning Lab Presenter(s): Tim Needles</p>	REGISTER
<p>Collective Strength: Reimagining Distributive Leadership through a Co-principal Model Saturday, October 19, 10:30am – 11:00am Format: Turbo Talk Presenter(s): Deitra Colquitt; Jessica Hawkins</p>	REGISTER
<p>Create Authentic Agency-centered Building through Understanding Instructional Power Saturday, October 19, 10:30am – 12:00pm Format: Learning Lab Presenter(s): Tanji Reed Marshall</p>	REGISTER
<p>Finding the Leader in the Teacher: Accelerating Leadership Team Effectiveness Saturday, October 19, 10:30am – 11:30am Format: Spotlight/Case Study Presenter(s): Katie Clarke</p>	REGISTER
<p>Lessons from Gander: Uniting Through Adversity Saturday, October 19, 10:30am – 11:30am Format: Spotlight/Case Study Presenter(s): Matthew Mingle; Kevin Tuerff</p>	REGISTER
<p>Mental Health Strategies for Educational Leaders Saturday, October 19, 10:30am – 11:30am Format: Innovator Talk Presenter(s): Robert Jackson</p>	REGISTER
<p>The Uncommon Sense of Messy Leadership Saturday, October 19, 10:30am – 12:00pm Format: Learning Lab Presenter(s): Alyssa Gallagher</p>	REGISTER
<p>Uncheatable: Designing assessments in the age of AI Saturday, October 19, 10:30am – 11:30am Format: Innovator Talk Presenter(s): Michael Hernandez</p>	REGISTER
<p>Unlocking Potential: The Transformative Power of Play in Education Saturday, October 19, 11:15am – 11:45am Format: Turbo Talk Presenter(s): Dan Thomas</p>	REGISTER
<p>AI as a Tool to Support, Rather Than Undermine, Student Learning Saturday, October 19, 1:00pm – 2:30pm Format: Learning Lab Presenter(s): Tony Frontier</p>	REGISTER

<p>Badging up! Saturday, October 19, 1:00pm – 1:30pm Format: Turbo Talk Presenter(s): Ale Garza; Adriana Mascarenas</p>	REGISTER
<p>Ignite Your S.H.I.N.E. for Women Leaders Saturday, October 19, 1:00pm – 2:00pm Format: Innovator Talk Presenter(s): LaVonna Roth</p>	REGISTER
<p>Innovative Curriculum to Strengthen Both Academic Skills AND Social Emotional Learning Saturday, October 19, 1:00pm – 2:00pm Format: Innovator Talk Presenter(s): Eric Carbaugh; Kristina Doubet</p>	REGISTER
<p>ISTE Partnership: Empowering Educators Saturday, October 19, 1:00pm – 2:00pm Format: Innovator Talk Presenter(s): Jill Darrough; Ashley McBride</p>	REGISTER
<p>Leading Through Change: Addressing the Elephant in the Room Saturday, October 19, 1:00pm – 2:30pm Format: Learning Lab Presenter(s): Kwame Simmons, Sr.</p>	REGISTER
<p>The Balancing Act of Burnout: Making School Leadership Sustainable Saturday, October 19, 1:00pm – 2:00pm Format: Spotlight/Case Study Presenter(s): Lara Donnelly; Jill Handley</p>	REGISTER
<p>Future-Ready Competencies: Making Student Learning Relevant to Pathways Beyond High School Saturday, October 19, 1:45pm – 2:15pm Format: Turbo Talk Presenter(s): Lorraine Radice</p>	REGISTER
<p>Empowering Student Voice Using UDL and Technology Tools Saturday, October 19, 2:30pm – 3:30pm Format: Innovator Talk Presenter(s): Debbie Tannenbaum</p>	REGISTER
<p>Equity in Action: Coaching Conversations that Disrupt the Status Quo Saturday, October 19, 2:30pm – 3:00pm Format: Turbo Talk Presenter(s): Kayla Morse Higgs</p>	REGISTER
<p>How to Be a Magician: Conflict Management for School Leaders Saturday, October 19, 2:30pm – 3:30pm Format: Innovator Talk Presenter(s): Jen Schwanke</p>	REGISTER
<p>Lead Happier: Strategies that Promote Joyful Leadership Saturday, October 19, 2:30pm – 3:30pm Format: Innovator Talk Presenter(s): Suzanne Dailey</p>	REGISTER
<p>Serving EmpowHerEd: 10 Strategies to Empower You Through Your Leadership Journey Saturday, October 19, 2:30pm – 3:30pm Format: Innovator Talk Presenter(s): Chaunte Garrett</p>	REGISTER

<p>Unleashing Teacher Leadership as a Catalyst for Innovation and Improvement Saturday, October 19, 2:30pm – 3:30pm Format: Panel Discussion Presenter(s): Josh Barnett; Omar Duron; Star Hardimon</p>	REGISTER
<p>Closing the Social Capital Gap through Real World Learning Saturday, October 19, 3:00pm – 4:30pm Format: Learning Lab Presenter(s): Anthonette Pena; Sonn Sam</p>	REGISTER
<p>Energizing Your School's Narrative: Tips and Tricks for Captivating Storytelling Saturday, October 19, 3:00pm – 4:30pm Format: Learning Lab Presenter(s): Andrea Gribble; Marlon J Styles, Jr.</p>	REGISTER
<p>Now What? From Equity Policy to Instructional Leadership to Close Achievement Gaps Saturday, October 19, 3:00pm – 4:30pm Format: Learning Lab Presenter(s): Teresa Hill</p>	REGISTER
<p>AI in Education: 10 Things to Try and 10 to Avoid Saturday, October 19, 3:15pm – 3:45pm Format: Turbo Talk Presenter(s): Rachelle Dene Poth</p>	REGISTER
<p>Beyond the Pipeline: Transforming Leadership Practices through an Innovative Principal Coaching Model Saturday, October 19, 4:00pm – 5:00pm Format: Innovator Talk Presenter(s): Kathryn Murrow; Kathryn Shuler</p>	REGISTER
<p>How Principals Affect Students and Schools: Developing an Equity Lens Saturday, October 19, 4:00pm – 5:00pm Format: Presenter(s): Constance Lindsay</p>	REGISTER
<p>Make an Impact Outside of the Classroom: Exciting Job Possibilities for Educators Saturday, October 19, 4:00pm – 5:00pm Format: Innovator Talk Presenter(s): Starr Sackstein</p>	REGISTER
<p>Revolutionizing Leadership Training: The Power of Experiential Reality Simulations & Coaching Saturday, October 19, 4:00pm – 5:00pm Format: Spotlight/Case Study Presenter(s): Lauren Biolo; Stacey Bramstedt; Matt Mineau; Kim Walters</p>	REGISTER
<p>Community Partnerships: Teacher Recruitment and Retention through Relational Practices Sunday, October 20, 8:30am – 9:30am Format: Spotlight/Case Study Presenter(s): Jessica Manzone; Victoria Theisen-Homer</p>	REGISTER
<p>Composing an "Inclusion" Symphony? Use the Right Instruments! Sunday, October 20, 8:30am – 9:30am Format: Innovator Talk Presenter(s): Wendy Murawski</p>	REGISTER
<p>How Real-World Learning is Transforming a K-12 School District Sunday, October 20, 8:30am – 9:30am Format: Innovator Talk Presenter(s): Eric Hardie</p>	REGISTER

<p>How to Help Build a Leadership Team with Focus Groups Sunday, October 20, 8:30am – 9:30am Format: Innovator Talk Presenter(s): Amy Delcorvo; Jill Pierce</p>	REGISTER
<p>Pause Before You Prompt: An Educator's Guide to AI & Student Data Privacy Sunday, October 20, 8:30am – 9:30am Format: Innovator Talk Presenter(s): Laurel Aguilar-Kirchhoff</p>	REGISTER
<p>Still Learning: Stregthening Professional and Organizational Capacity Sunday, October 20, 8:30am – 9:30am Format: Innovator Talk Presenter(s): Allison Rodman</p>	REGISTER
<p>The Playbook of Principles for Principals Sunday, October 20, 8:30am – 9:30am Format: Innovator Talk Presenter(s): Ronnie Harvey</p>	REGISTER
<p>Experiences and Perspectives of Culturally Linguistically Diverse Parents During the SPED Process Sunday, October 20, 9:00am – 9:30am Format: Turbo Talk Presenter(s): Kellie Pendley</p>	REGISTER
<p>Supporting & Engaging Newcomers in the Secondary Setting Sunday, October 20, 9:45am – 10:15am Format: Turbo Talk Presenter(s): Carolyn Andrews; Amy Gaetano; Samantha Singer; Clint Wilson</p>	REGISTER
<p>Creating a Culture of Innovation, Empathy, and Joy! Sunday, October 20, 10:00am – 11:00am Format: Innovator Talk Presenter(s): Thomas Murray</p>	REGISTER
<p>Development and Implementation of a Controversial Topics Framework Sunday, October 20, 10:00am – 11:00am Format: Innovator Talk Presenter(s): LaShaunda Sandifer; Josh Schumacher</p>	REGISTER
<p>From Chalkboards to Chatbots: Rolling out AI professional development Sunday, October 20, 10:00am – 11:00am Format: Innovator Talk Presenter(s): Sean Arnold; Alana Winnick</p>	REGISTER
<p>Fueling Your Leadership: Transform School Culture Through Self-Care Sunday, October 20, 10:00am – 11:00am Format: Innovator Talk Presenter(s): Sabrina Claude McGahee</p>	REGISTER
<p>Gear Up for Student Success: Creating Strategic Harmony in PLCs Sunday, October 20, 10:00am – 11:00am Format: Panel Discussion Presenter(s): Gretchen Bridgers; Alissa Crabtree; Jana Lee; Casey Watts</p>	REGISTER
<p>Moving the Strategic Plan off the Shelf: Actualizing Change in DEI Sunday, October 20, 10:00am – 11:00am Format: Innovator Talk Presenter(s): Jessica Cincotta; Susan Totaro</p>	REGISTER

People Centered Pathway for Professional Learning and Leadership Development

[REGISTER](#)

Sunday, October 20, 10:00am – 11:00am

Format: Innovator Talk

Presenter(s): Julie Cares; Daniel Mckinney; Heidi O’Gilvie; Catherine Steen

Transforming Middle School: Innovative Approaches to Improving Academic Interventions and Student Engagement

[REGISTER](#)

Sunday, October 20, 10:00am – 11:00am

Format: Innovator Talk

Presenter(s): David James; Nathan Levenson; Jen Schwanke

Closing General Session

[REGISTER](#)

Sunday, October 20, 11:15am – 12:30pm

Format: Mainstage

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Field Trip Request Form

**WOODFORD COUNTY
PUBLIC SCHOOLS**

330 Pisgah Pike,
Versailles, KY 40383
(859) 879-4600

This submission was flagged for corrections. Please ensure that the following issues are addressed:

Please update information for round trip, thank you.

Field Trip Request Number

FY25-13

Submitter First Name

Allison

Submitter Last Name

Kifer

Woodford Email Address

allison.kifer@woodford.kyschools.us

School

High School

Are you one of the trip sponsor?

- Yes
 No

Contact Phone Number

(606) 331-2821

Type of Trip

- Day Trip (During School)
 After School
 Multiple Days (Overnight Stay)

Academic/Athletic

- Academic
 Athletic
 Other

Group Name

High School Y Club

Ex: 8th Grade Boys Basketball or Northside 3rd Grade

Number of Students

40

Number of Chaperones

2

Grade(s)

9, 10, 11, 12

Departure Date

11/21/2024

Return Date

11/23/2024

Agenda/Itinerary (Select One)

- Upload Agenda/Itinerary
- Add Link to Agenda/Itinerary

Link to agenda

<https://www.kyymca.org/programs/kya/>

Method of Transportation

school bus

Accommodations

NA

Purpose of the trip:

The Kentucky Youth Assembly (KYA) is an expanded, educational opportunity in which students serve as part of a model state government. KYA offers students the opportunity to learn about a wide variety of issues, develop critical thinking skills, and articulate their beliefs while engaging constructively with their peers from around the Commonwealth.

Destination(s) (Please add destinations in order of drop off)

Destination Name	Address
Crowne Plaza Louisville	830 Phillips Ln, Louisville, KY 40209

To add more, click the plus (+) sign

Does this trip require school transportation?

Yes No

Trip Type

Round Trip One Way

Departure Time

2:00 PM

Arrival at Location

3:00 PM

Do you need a lift bus?

Yes No

Do you need a bus with
luggage?

Yes No

Do you need the school van?

Yes No

Depart Time at Location

11:30 AM

Return Time to School

12:30 PM

Must be before 2:15 p.m. or the trip will be picked up after evening routes.

Does this trip require common carrier transportation?

Yes No

Do you need school lunches?

Yes No

Will this trip cause these students to be away during their designated lunch time?

Yes No

Which account is covering the cost of the trip?

Y Club

Donated fee amount per student

300

Donated fee amount per chaperone

0

Roster

Upload Now
 Upload Later

You must upload the rosters to this form for your trip to be fully approved. If you do not upload, you can only be conditionally approved. You will get this emailed to you for the upload.

Additional Information or Comments

Roster will be uploaded when it is available - approximately mid October

Emergency Action Plan

The school personnel or volunteer attending in an official capacity who is in charge of the students is responsible for the main components of the EAP. The sponsor of this field trip is responsible for gathering the following information related to the EAP while on the field trip.

The main components of this Cardiac Emergency Action Plan that need to be communicated include:

- Location of AEDs
- If possible, how to gain access
- Steps that must be taken quickly to initiate the chain of survival
- Recognition of a sudden cardiac arrest event (assume cardiac arrest in anyone who is collapsed and unresponsive and not breathing)
- Call 9-1-1 using a cell phone or other means of communication
- Begin Hands-Only CPR (push hard and fast in the center of the chest about 100 times/minute)
- Retrieve and use the nearest Automated External Defibrillator (AED)
- Continuing supporting the victim until the local EMS arrives and takes over care
- Direct EMS to the scene

Name of Contact at Venue

Debbie McCord

This person answered questions related to the AED.

Position or Title of Contact at Venue

Senior Agent

This person answered questions related to the AED.

Date of Contact

08/11/2024

The date contacted related to the AED.

Is there an Automatic External Defibrillator (AED) on site at the primary venue?

Yes

No

Location of AED?

1 AED at front desk, 1 AED in security office, and 1 AED in all meeting rooms

Does the venue have an emergency response team (ERT)?

- Yes
- No

What is the process to request AED and/or ERT if needed at the scene?

Contact the front desk or security team

Is the trip sponsor CPR/AED certified?

- Yes
- No

Is the trip sponsor CPR/AED trained?

- Yes
- No

Please identify the staff member(s) attending the field trip who is/are CPR/AED certified or trained?

Allison Kifer

To add more, click the plus (+) sign

Which staff member on the trip will be responsible for the oversight and location of AED?

Allison Kifer

Will the AED be taken to all venues/destinations on the trip?

- Yes
- No

For venues where the portable AED is permitted, the emergency response will be?

To call 911

Is any other assigned emergency equipment available on field trip?

- Yes
 No

Sponsor Signature

Allison Kifer

Date

08/11/2024

Rosters have not been uploaded.

Please only conditionally approve or not approve this trip.

Trip Approval

- Approved Approved, Conditionally Not Approved

Administrator Comments

Roster for trip must be submitted by November 7, 2024 or the trip will be canceled.

Signature- Administrator

Amanda Best

Date

08/11/2024

Trip Information

- Trip has been entered in VersaTrans and buses are requested
 Trip has enough funds in account for this trip
 With fundraising, the trip will have enough funds
 Other

Trip Tracker Number

7901/7902

Munis Code

0842519 0895 75725

Comments

Signature- Bookkeeper or Trip Coordinator

Date

Emergency Action Plan is approved

Medication- Please See Nurse

- Yes
- No
- Unknown at this time

Comments

Signature- School Nurse

Sara Butler RN

Date

08/16/2024

Recommendation to the Woodford County Board of Education

- This trip is recommended to the board for approval.
- This trip is not recommended to the board for approval.

Comments

NA

Signature- Chief Academic Officer

Ryan Asher

Date

08/16/2024

Banny Adkins

KENTUCKY YMCA YOUTH ASSOCIATION SAMPLE HIGH SCHOOL KYA AGENDA

ALL SCHEDULED EVENTS ARE MANDATORY

DAY ONE, DATE

- | | | |
|---------|--|--|
| 2:45 PM | Scheduled arrival time and registration
-Schools will be sent (pre-conference) an arrival time for the conference.
-When each school arrives at their <u>scheduled</u> time, the advisor should head to registration to check-in, turn in paperwork, and collect any available keys.
-When it is your school's scheduled time, students will take their luggage to the ballroom or their delegation meeting room. | Russell/Shelby |
| 3:55 PM | Media Corps Meeting
Supreme Court Meeting
Cabinet and Lobbyist meeting
Chair & Doorkeeper Meeting
Candidate Meeting
New Delegate Meeting
-Only for delegates that have never been to a High School KYA. If you are a new delegate in a special program, please attend the special program meeting. | Franklin
Madison
Elliott
Perry
Hancock
Coronet Ballroom |
| 4:00 PM | Advisor Meeting | Russell/Shelby (upstairs) |
| 4:45 PM | Opening Session
-Call to Order: Pledge
-Y-Staff and Officer Introductions
-Y Culture, Fun and Safety Expectations
-Candidate Introductions
-Governor's Opening Address
-Call to Debate
-Delegates will be dismissed to dinner and Committees | Crowne Ballroom |
| 5:30 PM | Dinner for Bluegrass Delegates
-Dinner options are available in Exhibit Hall.
-Students may also grab items from their hotel rooms when dismissed.
-Bluehorse Restaurant is NOT available to KYA students throughout the conference. | Exhibit Hall |

****** Professional Attire Now Required******

- | | | |
|---------|--|--|
| 5:30 PM | Commonwealth Committees Meet
CW House 1
CW House 2
CW Senate 1
CW Senate 2
Supreme Court Meeting
Media Corps Meeting | Coronet A
Coronet B
Trimble/Taylor (upstairs)
Whitley (upstairs)
Oldham, Madison, Knox
Franklin |
|---------|--|--|

DAY ONE, DATE (CONTINUED)

- 7:00 PM Dinner for Commonwealth Delegates & Specialized Programs **Exhibit Hall**
 -Dinner options are available in Exhibit Hall.
 -Students may also grab items from their hotel rooms when dismissed.
 -Bluehorse Restaurant is NOT available to KYA students throughout the conference.
- 7:00 PM Bluegrass Committees Meet
 BG House 1 **Coronet A**
 BG House 2 **Coronet B**
 BG Senate 1 **Trimble/Taylor (upstairs)**
 BG Senate 2 **Whitley (upstairs)**
- 8:30 PM All sessions adjourn
 -Committees will be dismissed individually to Crowne Ballroom.
- 8:50 PM General Assembly **Crowne Ballroom**
 -Docket Review for Second Day
 -Candidate Speeches
 -Announcement of Pro Tempores & Clerks
 -Announcements and Dismissal
- Schools will be dismissed individually to their sleeping rooms OR delegation meeting.*
- 9:45 PM Delegation Meetings
 -(No meetings in sleeping hallways; please refer to delegation meeting room assignments)
 Media Corps Meeting **Franklin**
 Cabinet and Lobbyist Meeting **Elliott**

****Students must head straight to their assigned sleeping rooms after meetings****

DAY TWO, DATE

6:30 AM Room Curfew Ends
All Presiding Officers and Supporting Officers Breakfast **Exhibit Hall**

7:00 AM Presiding Officers and Supporting Officers, excluding committee chairs, load bus
POs and SOs, excluding committee chairs, will travel to Frankfort for the ENTIRE day

BLUE TAG AGENDA

6:30 AM Blue Tag Breakfast **Exhibit Hall & Blue Horse**
-Individual purchase: Hotel offers buffets and a la carte items

7:10 AM Blue Tag Delegates and Advisors assemble **Crowne Ballroom**
-Blue Tag Delegation Caucus
-Dismissal by Y-Staff for trip to Frankfort

7:35 AM Blue Tag Buses head to Capitol

8:15 AM Governor's Office – Cabinet Meeting **House Speaker's Office (316)**
Lt. Governor's Office Opens **Annex Room 113**

8:55 AM Commonwealth House - Floor seats assigned by delegation **Capitol House Chamber**
Commonwealth Senate – Floor seats assigned by delegation **Capitol Senate Chamber**
Bluegrass House **Annex 129**
Bluegrass Senate **Annex 131**
Cabinet & Lobbyists **Capitol Room 327**
Media Corps **Annex 125**
Supreme Court Oral Arguments **Supreme Court Chambers**
Supreme Court Work Room **Capitol Room**

11:00 AM Blue Tag Bluegrass Chambers Adjourn
-After being dismissed by Y-Staff, board buses outside of Capitol

11:15 AM All Remaining Commonwealth Blue Tag Program Areas Adjourn & Assemble in House Chambers

12:15 PM Blue Tag Lunch - Provided by the KY YMCA **Claudia Sanders**

1:05 PM Blue Tag Travels Back to the Hotel for Continued Debate

2:00 PM Blue Tag Hotel Chambers Convene
Hotel Commonwealth House A **Crowne B**
Hotel Commonwealth House B **Trimble/Taylor/Whitley (upstairs)**
Hotel Commonwealth Senate A **Crowne C**
Hotel Commonwealth Senate B **Russell/Shelby (upstairs)**
Lobbyist Work Room **Grant**
Media Corps Room **Franklin**
Supreme Court Oral Argument Rooms **Perry, Oldham, Knox**
Supreme Court Constitutionality Room **Madison**

4:15 PM Commonwealth & Bluegrass Chambers Adjourn at Hotel

PLEASE REFER TO THE FULL AGENDA LOCATED AFTER RED TAG AGENDA

DAY TWO, DATE

- 6:30 AM Room Curfew Ends
All Presiding Officers and Supporting Officers Breakfast **Exhibit Hall**
- 7:00 AM Presiding Officers and Supporting Officers, excluding committee chairs, load bus
POs and SOs, excluding committee chairs, will travel to Frankfort for the ENTIRE day

RED TAG AGENDA

- 7:15 AM Red Tag Breakfast- Individuals Purchase **Exhibit Hall & Blue Horse**
-Individual purchase: Hotel offers buffets and a la carte items
- 7:50 AM Red Tag Hotel Chambers Convene
- | | |
|--------------------------------------|--|
| Hotel Commonwealth House A | Crowne B |
| Hotel Commonwealth House B | Trimble/Taylor/Whitley (upstairs) |
| Hotel Commonwealth Senate A | Crowne C |
| Hotel Commonwealth Senate B | Russell/Shelby (upstairs) |
| Lobbyist Work Room | Grant |
| Media Corps Room | Franklin |
| Supreme Court Oral Argument Rooms | Perry, Oldham, Jefferson, Knox |
| Supreme Court Constitutionality Room | Madison |
- 10:05 AM All Red Tag Program Areas Adjourn
- 10:15 AM Red Tag Delegates and Advisors assemble **Crowne A**
-Red Tag Delegation Caucus
-Dismissal for Claudia Sanders - Head to buses when dismissed by Y-Staff
- 10:25 AM Buses Depart
- 11:10 AM Red Tag Lunch - Provided by the KY YMCA **Claudia Sanders**
- 12:00 PM Board Buses for Capitol
- 12:45 PM Governor's Office opens **House Speaker's Office (316)**
Lt. Governor's Office opens **Annex 113**
- 12:45 PM Commonwealth House - Seats assigned by delegation **Capitol House Chamber**
Commonwealth Senate - Seats assigned by delegation **Capitol Senate Chamber**
Bluegrass Senate **Annex 129**
Bluegrass House **Annex 131**
Cabinet & Lobbyists **Capitol Room 327**
Media Corps **Annex 125**
Supreme Court Oral Arguments **Supreme Court Chambers**
Supreme Court Work Room **Capitol Room**
- 3:00 PM Red Tag Bluegrass Chambers Adjourn
-After being dismissed by Y-Staff, board buses outside of Capitol
- 3:15 PM All Remaining Commonwealth Red Tag Program Areas Adjourn & Assemble in House Chambers

FULL AGENDA RESUMES

DAY TWO, DATE (CONTINUED)

4:30 PM	Governor's Hotel Office opens to meet remaining Sponsors Lt. Governor's Hotel Office opens to meet remaining Sponsors Cabinet Meetings with Lobbyists resume at Hotel	Jefferson Grant Elliott
4:30 PM	Supreme Court Meeting - All Advocate Teams Media Corps Meeting Award Nomination Form for Advisors Opens: www.kyymca.org/kya/awards	Madison Franklin
5:45 PM	Blue Tag Dinner - Provided by the KY YMCA	Crowne B/C
6:00 PM	Red Tag Dinner - Provided by the KY YMCA	Crowne B/C
7:00 PM	Dinner Buffet Closes	
7:30 PM	Mandatory Delegation Caucus (ALL Students MUST Attend) -Advisor must confirm 100% attendance with Y-Staff -Required to be eligible for Delegation of Excellence -Advisor/adults dismissed after full caucus	Crowne A
8:00 PM	Silent Disco Fun and Games (cards, board games, etc.) Talent Stage Chill Room Movie Room GaGa	Crowne A Crowne B Crowne C Madison Coronet A Elliot
8:10 PM	Polls Open -100% turnout required for Premier Delegation	Exhibit Hall
9:50 PM	Polls Close	Exhibit Hall
10:00 PM	General Assembly -Governor's Action on Bills -Closing Thoughts -Announcement of Final Candidates **Sponsors of Vetoed Bills may sign-up at Y Desk for Veto Override**	Crowne A/B
10:30 PM	Conference Life Committee Meeting Media Corps Meeting Cabinet & Lobbyist Meeting	Perry Franklin Grant
10:45 PM	Delegation Meetings -(No meetings in sleeping hallways; please refer to delegation meeting room assignments)	
11:15 PM	All Students Curfew	

****Students must head straight to their assigned sleeping rooms after meetings****

DAY THREE, DATE

7:00 AM	Blue Tag & Supreme Court Room Curfew Ends Blue Tag Advisor Room Checks and Clean-up Luggage Storage	Pre-Assigned Location
7:15 AM	Red Tag Curfew Ends Red Tag Advisor Room Checks and Clean-up Luggage Storage	Pre-Assigned Location
7:15 AM	Blue Tag & Supreme Court Breakfast - Provided by KY YMCA	Exhibit Hall & Coronet A/B
7:30 AM	Red Tag Breakfast - Provided by KY YMCA	Exhibit Hall & Coronet A/B
7:30 AM	Supreme Court Showcase Round -Supreme Court delegates MUST attend (Open to ALL delegates)	Taylor/Whitley (upstairs)
8:45 AM	Closing Session -General Election (Student Only) -Veto override session -Awards celebration -KYA Video Presentation -Governor's Closing Address -Election results: Announcement of New Presiding Officers -Swearing-in of New Presiding Officers	Crowne Ballroom
11:30 AM	2023 Presiding Officers Adjourn KYA	

Have a Safe Trip Home!

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We hope to see you at

GO FOR IT | GFI
January 2023

Register at:
www.kyymca.org/gfi

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

INDIVIDUAL/STAFF REQUESTING TRIP: Migrant Program Staff	Flores, Yesenia / Flores, Nabit Flores, Kimberly.
DATES OF TRIP:	09/03/24 — 09/06/24
TRIP TO:	Bowling Green, KY
METHOD OF TRANSPORTATION:	Own car.
ACCOMMODATIONS:	pd by regional office
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	Migrant education Program Fall Academy
CONFERENCE AGENDA: SEE ATTACHMENT	
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	MEP STAFF: Flores Nabit Flores Kimberly. Flores Yesenia
TOTAL ESTIMATED COST:	\$ 860
COST INCLUDES:	Food and miles only.
FUNDING SOURCE:	311K - Migrant
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 <i>[Signature]</i>
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>[Signature]</i>

Below is an overview of the schedule to help you determine your travel plans and hotel accommodations.

2024 KY MEP Fall Academy September 4 - 6, 2024

Agenda

Wednesday, September 4, 2024

9:30 am - 11:30 am - Administrator Training

1:00 pm - 5:00 pm - All Staff Training

Thursday, September 5, 2024

8:00 am - 6:00 pm - Break Out Sessions

Friday, September 5, 2024

8:30 am - 12:00 pm - General Session - Awards - DC Update
- Guest Speaker

KDE will be paying for hotel rooms this year. With that being said, each MEP staff member will follow their school district's travel policy about overnight stays to determine if they will need a room.

I would like everyone to complete the Google Form using the link below, even those staff who know they will be commuting and will not require a room. This will give me an estimate of the number of attendees to the Fall Academy.

<https://forms.gle/3VbxJCLs2dKuPMA6>

Forms should be completed by no later than Thursday, July 15th.

Please contact me with any questions.