

**WOODFORD COUNTY BOARD OF EDUCATION  
AGENDA ITEM**

**ITEM #:** VII C **DATE:** January 27, 2025

**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.

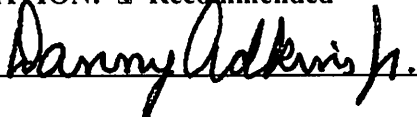
**SUMMARY OF MAJOR ELEMENTS:**

Attached: National Association of State Directors of migrant Education Annual Conference, Migrant Program Director and Assistant (San Francisco, California; 4/11/24-4/17/25); LRP's Nation Institute, Director of Special Education (Phoenix, Arizona; 4/27/25-4/30/25); KASBO Academy, Finance Employees (3) (Lexington, Kentucky; 3/17/25-3/21/25); Kentucky Children's Chorus-All State Chorus, South Music teacher and two (2) students (Louisville, Kentucky; 2/5/25-2/6/25).

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

**TIMETABLE FOR FURTHER REVIEW OR ACTION:**

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

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

<b>INDIVIDUAL/STAFF REQUESTING TRIP:</b>	Yesenia Flores / Nabit Flores
<b>DATES OF TRIP:</b>	04/11/25 to 04/17/25
<b>TRIP TO:</b>	San Francisco, California
<b>METHOD OF TRANSPORTATION:</b>	Airplane
<b>ACCOMMODATIONS:</b>	TBD
<b>EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:</b>	National Association of State Directors of Migrant Education (NASDME). Migrant Education Annual Conference
<b>CONFERENCE AGENDA: SEE ATTACHMENT</b>	Attached.
<b>NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)</b>	2
<b>TOTAL ESTIMATED COST:</b>	\$ 5000
<b>COST INCLUDES:</b>	Conference Registration, Airplanes Tickets, Hotels, Food.
<b>FUNDING SOURCE:</b>	311L
<b>FUND MANAGER RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <i>Rynette</i> <input type="checkbox"/> Not Recommended
<b>PRINCIPAL/SUPERVISOR RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <i>Rynette</i> <input type="checkbox"/> Not Recommended
<b>SUPERINTENDENT RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <i>Dany</i> <input type="checkbox"/> Not Recommended

# 2025 NATIONAL MIGRANT EDUCATION CONFERENCE

SUNDAY, APRIL 13 – WEDNESDAY, APRIL 16, 2025 IN SAN FRANCISCO, CALIFORNIA

## TENTATIVE SCHEDULE AT A GLANCE

### **SATURDAY, APRIL 12, 2025**

1:00 pm – 5:00 pm      Registration

### **SUNDAY, APRIL 13, 2025**

7:30 am – 3:45 pm      Registration  
1:00 pm – 3:30 pm      Parent Orientation Meeting (for parents and those working with parents)  
3:30 pm – 4:00 pm      Student Entertainment  
4:00 pm – 6:15 pm      Opening General Session  
6:15 pm – 8:00 pm      Welcome Reception (appetizers and mingling)

### **MONDAY, APRIL 14, 2025**

7:00 am – 5:00 pm      Registration  
7:30 am – 5:00 pm      Exhibits Open  
8:00 am – 8:30 am      Student Entertainment  
8:30 am – 10:00 am      General Session  
10:00 am – 10:30 am      Break (coffee & hot tea) / Visit Exhibits  
10:30 am – 12:00 pm      First Workshop Sessions  
12:00 pm – 1:30 pm      Lunch (on your own)  
1:30 pm – 3:00 pm      Second Workshop Sessions  
3:00 pm – 3:30 pm      Break (lemonade & iced tea) / Visit Exhibits  
3:30 pm – 5:00 pm      Third Workshop Sessions

### **TUESDAY, APRIL 15, 2025**

7:30 am – 3:30 pm      Exhibits Open  
8:00 am – 10:30 am      Registration  
8:00 am – 8:30 am      Student Entertainment  
8:30 am – 10:00 am      General Session – Update from DC  
10:00 am – 10:30 am      Break (coffee & hot tea) / Visit Exhibits  
10:30 am – 12:00 pm      Fourth Workshop Sessions  
12:00 pm – 1:30 pm      Lunch (on your own)  
1:30 pm – 3:00 pm      Fifth Workshop Sessions  
3:00 pm – 3:30 pm      Break (lemonade & iced tea) / Visit Exhibits  
3:30 pm – 5:00 pm      Sixth Workshop Sessions  
7:00 pm – 8:15 pm      “Destination 2026” Reception  
8:30 pm – 12:00 am      Dance

### **WEDNESDAY, APRIL 16, 2025**

8:30 am – 10:00 am      Seventh Workshop Sessions  
10:00 am – 10:30 am      Student Entertainment  
10:30 am – 11:45 am      Closing General Session  
11:45 am – 1:00 pm      Closing Luncheon (provided)

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

<b>INDIVIDUAL/STAFF REQUESTING TRIP:</b>	Tracey Francis <i>TF</i>
<b>DATES OF TRIP:</b>	04/27/2025-04/30/2025
<b>TRIP TO:</b>	Phoenix, AZ
<b>METHOD OF TRANSPORTATION:</b>	Airplane
<b>ACCOMMODATIONS:</b>	Sheraton Phoenix Downtown (Phoenix, AZ)
<b>EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:</b>	To learn the most recent case law in special education that applies to the interpretation of federal requirements under IDEA and state requirements and implementing special education per individual student.
<b>CONFERENCE AGENDA: SEE ATTACHMENT</b>	
<b>NUMBER OF PARTICIPANTS/SCHOOLS:</b> (If more than one school, attach list of participants and their schools.)	Tracey Francis (Director of Special Education)
<b>TOTAL ESTIMATED COST:</b>	\$80
<b>COST INCLUDES:</b>	Mileage and meals
<b>FUNDING SOURCE:</b>	Travel funds from Special Education
<b>FUND MANAGER RECOMMENDATION:</b>	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
<b>PRINCIPAL/SUPERVISOR RECOMMENDATION:</b>	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
<b>SUPERINTENDENT RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <i>Dany Cray</i> <input type="checkbox"/> Not Recommended



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**April 27 - 30, 2025**  
PHOENIX CONVENTION CENTER  
**PHOENIX, ARIZ.**

FEATURING  
Special Ed  
Connection Users  
Group

## **LRP's National Institute 2025 Program Details**

At LRP's National Institute on Legal Issues of Educating Individuals with Disabilities® in Phoenix, you'll experience a comprehensive, engaging, and high-quality program focused on the most effective ways to serve students with disabilities while maintaining compliance with special education and disability laws.

With more than 40 relevant and timely sessions spanning 6 dedicated tracks, you will be able to easily customize your learning experience to meet your current professional development needs.

**Make your plans now to be  
part of LRP's National  
Institute in April.  
You will not want to miss it!**



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SECURE YOUR PASS  
TODAY

## 2025 PROGRAM

[GENERAL SESSIONS](#)[SESSION TRACKS](#)[AGENDA AT-A-GLANCE](#)[SESSION SCHEDULE](#)[SESSION DETAILS](#)[SPEAKERS](#)[PRE- & POST-SYMPOSIUMS](#)

### General Sessions



#### Becoming a Catalyst for Change

**Erin Gruwell**

*Founder, Freedom Writers Foundation,  
Long Beach, Calif.*

Be inspired by this teacher's journey of  
helping students "rewrite" their futures



BACK TO TOP

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Championing equity and social justice. She first captured national attention through an ABC *Primetime Live* special where she and her 150 students, known as the Freedom Writers, shared their transformation from adversity to triumph. Their journey was chronicled in the book *The Freedom Writers Diary*, which became a #1 *New York Times* bestseller and was later adapted into the major motion picture starring two-time Academy Award-winner Hilary Swank as Erin. Erin will describe how she transformed her classroom into a community of learners who supported each other and how special educators can inspire their students and develop an environment filled with trust and communication.

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## **The Year in Review: The 2024 Special Education Law Mixtape**

**Karen Haase**

*Attorney, KSB School Law, PC, LLO,  
Lincoln, Neb.*



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and administrative decisions in special education. This fast-paced session will keep you engaged as you discover the legal trends shaping the field, all set to the tune of pop music's greatest hits. Get ready to learn and hum along to the legal highlights from 2024 that every special education professional needs to know!



## **Addressing Absences and School Refusal in Our Most Vulnerable Population of Students**

**Geneva Jones**

*Attorney, Geneva Jones & Associates, PLLC, Sugar Land, Texas*

You've heard plenty about chronic absenteeism plaguing schools nationwide. It is a primary cause of low academic achievement and a powerful predictor of which students will eventually drop out of school. Even sporadic absences can significantly hinder the progress of students with disabilities, and it is nearly impossible to provide FAPE when truancy and excessive





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absenteeism stems from a disability, IEP

teams are compelled by law to investigate and address student attendance. Join attorney Geneva Jones as she explores the causes of school refusal and chronic absenteeism, including factors that interfere with student attendance. Geneva will highlight specific special education laws and court cases, pointing out the obligations that fall on the school and IEP team and providing real ways to address absenteeism and improve student outcomes.

## Agenda At-a-Glance

Sunday | April 27, 2025

7 a.m. - 5 p.m.	Registration Open
9 a.m. - 12 p.m.	<b>Pre-Conference Morning Symposiums</b>
12 - 1:30 p.m.	Lunch On Your Own
1:30 - 4:30 p.m.	<b>Pre-Conference Afternoon Symposiums</b>

Monday | April 28, 2025

7 - 8 a.m.	Networking Breakfast
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7 a.m. - 4:15 p.m.	Registration Open
8 - 10 a.m.	<b>General Session</b>
10 - 10:45 a.m.	Refreshment Break
10:45 a.m. - 12 p.m.	<b>Concurrent Sessions</b>
12 - 1:30 p.m.	Networking Lunch
1:30 - 2:45 p.m.	<b>Concurrent Sessions</b>
2:45 - 3:15 p.m.	Refreshment Break
3:15 - 4:15 p.m.	<b>General Session</b>

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Tuesday | April 29, 2025

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7:30 - 8:30 a.m.	Networking Breakfast
7:30 a.m. - 3 p.m.	LRP Bookstore Open
7:30 a.m. - 4:15 p.m.	Registration Open
8:30 - 9:30 a.m.	<b>General Session</b>

  
[BACK TO TOP](#)

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10:15 - 11:30 a.m.	<b>Concurrent Sessions</b>
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11:30 a.m. - 1:15 p.m.	Networking Lunch
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1:15 - 2:30 p.m.	<b>Concurrent Sessions</b>
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2:30 - 3 p.m.	Refreshment Break
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3 - 4:15 p.m.	<b>Concurrent Sessions</b>
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Wednesday | April 30, 2025

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7 - 8 a.m.	Networking Breakfast
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7 - 9:45 a.m.	LRP Bookstore Open
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7 a.m. - 1 p.m.	Registration Open
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8 - 9:15 a.m.	<b>Concurrent Sessions</b>
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9:15 - 9:45 a.m.	Refreshment Break
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9:45 - 11 a.m.	<b>Concurrent Sessions</b>
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11:15 a.m. - 12:30 p.m.	<b>Concurrent Sessions</b>
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12:30 - 1:45 p.m.	Lunch On Your Own
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1:45 - 5 p.m.	<b>Post-Conference Symposiums</b>
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6 Focused Learning Tracks





## Administration

Geared toward special education leaders who develop systems, programs, processes and policies that strengthen the working environment, support student achievement, optimize resources and enhance organizational outcomes.

Sessions are on point for state and local special education directors, superintendents and assistant superintendents, Section 504 coordinators, principals and assistant principals, directors of private schools, and regional coordinators.



## Behavior

Effectively addressing student behavior may be the most pressing issue in schools today. Special education



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psychologists, behavior specialists, clinical services coordinators, and trauma trainers will get the latest strategies to approach discipline dilemmas and student mental health under federal laws.

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## Ethics

To earn continuing legal education credits, or CLEs, attorneys can attend one or both sessions based on application of the ABA Model Rules of Professional Conduct in the special education context.

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## IDEA

[BACK TO TOP](#)

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comprehensive coverage of schools' obligations to provide all children with disabilities with a free appropriate public education. School attorneys share insights on the most significant cases and common procedural missteps, and experts outline best practices and resources.

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## Section 504

Building a better understanding of how to avoid discrimination claims and provide all students an equal opportunity is the goal of each session in this track. Section 504 coordinators, administrators, social workers, counselors and service providers will receive unparalleled professional development while learning how to make defensible disability and 504 plan determinations.

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BACK TO TOP



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

<b>INDIVIDUAL/STAFF REQUESTING TRIP:</b>	Katy Wilson, Teresa Grigsby, Anita Mize
<b>DATES OF TRIP:</b>	3/17-3/21/25
<b>TRIP TO:</b>	KASBO Academy
<b>METHOD OF TRANSPORTATION:</b>	Personal vehicle
<b>ACCOMMODATIONS:</b>	Marriott Griffin Gate Hotel
<b>EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:</b>	This is an intensive, hands-on experience in a small group setting with easy access to experts in the field as well as colleagues. Munis training and networking.
<b>CONFERENCE AGENDA: SEE ATTACHMENT</b>	TBD
<b>NUMBER OF PARTICIPANTS/SCHOOLS:</b> (If more than one school, attach list of participants and their schools.)	3
<b>TOTAL ESTIMATED COST:</b>	\$2700 per person
<b>COST INCLUDES:</b>	Registration, per diem, and mileage
<b>FUNDING SOURCE:</b>	GF
<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
<b>SUPERINTENDENT RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

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

<b>INDIVIDUAL/STAFF REQUESTING TRIP:</b>	Katie London  Kentucky Children's Chorus (KCC) - All State Choir
<b>DATES OF TRIP:</b>	02/05/2025-02/06/2025
<b>TRIP TO:</b>	Galt House Hotel
<b>METHOD OF TRANSPORTATION:</b>	Parent/Chaperone driving students individually.
<b>ACCOMMODATIONS:</b>	Galt House Hotel in Louisville, KY
<b>EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:</b>	<p>National Anchor Standard 5 (music): Develop and refine artistic techniques and work for presentation. Enduring Understanding: To express their musical ideas, musicians analyze, evaluate, and refine their performance over time through openness to new ideas, persistence, and the application of appropriate criteria.</p> <p>MU:Pr5.1.5 b. Rehearse to refine technical accuracy and expressive qualities to address challenges, and show improvement over time.</p> <p>MU:Pr6.1.5 a. Perform music, alone or with others, with expression, technical accuracy, and appropriate interpretation.</p> <p>MU:Pr6.1.5 b. Demonstrate performance decorum and audience etiquette appropriate for the context, venue, genre, and style.</p>
<b>CONFERENCE AGENDA: SEE ATTACHMENT</b>	<a href="https://docs.google.com/document/d/1SFSFT0IFdJwHdFK1w3BS5god15Z4AIn4iHXt2jIKt8s/edit?usp=sharing">https://docs.google.com/document/d/1SFSFT0IFdJwHdFK1w3BS5god15Z4AIn4iHXt2jIKt8s/edit?usp=sharing</a>

<b>NUMBER OF PARTICIPANTS/SCHOOLS:</b> (If more than one school, attach list of participants and their schools.)	Students- 2 Adults- 2
<b>TOTAL ESTIMATED COST:</b>	\$\$484.00
<b>COST INCLUDES:</b>	1 night stay in hotel room at Galt House Registration for KCC (includes music and t-shirt)
<b>FUNDING SOURCE:</b>	Choir SAF
<b>FUND MANAGER RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>Emily Porter</i>
<b>PRINCIPAL/SUPERVISOR RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>Jeremy Reynolds</i> <i>Ryan Asher</i>
<b>SUPERINTENDENT RECOMMENDATION:</b>	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

## Tentative Agenda/Schedule for Kentucky Children's Choir (KCC All-State)

### **Wednesday, February 5**

9:00am - depart for Louisville, KY

10:30am - arrival at the Galt House in Louisville, KY

11:00am - early lunch and meet up with students and their chaperones

1:00pm - Arrive at KCC rehearsal room and check-in for first rehearsal

3:00pm - Check-in for hotel rooms

5:00pm - KCC rehearsal

9:00pm - Curfew for KCC students at hotel

### **Thursday, February 6**

8:00am - KCC rehearsals (with short breaks) in Galt House venue

11:00am - break for lunch

1:00pm - meet back at KCC rehearsal room, line up and travel to concert venue

1:15pm - Arrive at Kentucky Center for the Arts to rehearse in concert venue

1:30pm - Rehearse in concert venue

3:00pm - Break for snack and changing into concert attire

4:30pm - Meet back at concert venue to line up for concert

5:30pm - Concert at Kentucky Center for the Arts (includes multiple groups)

7:00pm - Meet parents/chaperones at a pre-coordinated location to take students and drive home.