

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: VII C DATE: June 9, 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.

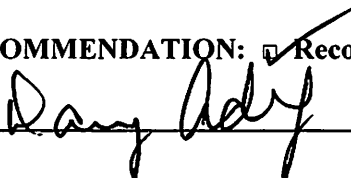
SUMMARY OF MAJOR ELEMENTS:

Attached: KSBA (Kentucky School Board Association) Leadership Institute, 6 adults (Lexington, KY; 7/11/25-7/12/25); KOSAA (Kentucky Organization of Superintendents' Administrative Assistants) Leadership Institute, 1 adult (Lexington, KY; 7/11/25-7/12/25); KASA (Kentucky Association of School Administrators) Conference, 1 adult (Louisville, KY; 7/23/25-7/25/25); KSBA Winter Symposium, 6 adults (Louisville, KY; 12/5/25-12/6/25); KOSAA Winter Symposium, 1 adult (Louisville, KY; 12/5/25-12/6/25); KSBA Annual Conference, 6 adults (Louisville, KY; 2/20/26-2/22/26); KOSAA Annual Conference, 1 adult (Louisville, KY; 2/20/25-2/22/25); Administrative Retreat, 38 adults (Covington, KY/Cincinnati, OH; 7/29/25-7/30/25); Bornoffe Workshop, 1 adult (Pittsburg, PA; 7/12/25-7/19/25); Disney Imagination Campus Leadership development Program, 20 WCHS Students, 3 adults (Orlando Florida; 3/1/26-3/8/26); 8th Grade Chicago Trip, 150 WCMS students, 15 adults (Chicago, IL; 4/15/26-4/17/26).

IMPACT ON RESOURCES: Please see attached documentation

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



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

INDIVIDUAL/STAFF REQUESTING TRIP:	School Board Members & Superintendent
DATES OF TRIP:	7/11/25-7/12/25
TRIP TO:	KSBA Leadership Institute Lexington, KY
METHOD OF TRANSPORTATION:	Personal Vehicle
ACCOMMODATIONS:	Griffin Gate Resort in Lexington (if needed)
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	Professional Development
CONFERENCE AGENDA: SEE ATTACHMENT	Current Year not available
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	6
TOTAL ESTIMATED COST:	\$1200 per person
COST INCLUDES:	Registration, Hotel, Meals, Mileage, Parking
FUNDING SOURCE:	Superintendent's Budget
FUND MANAGER RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
SUPERINTENDENT RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

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

INDIVIDUAL/STAFF REQUESTING TRIP:	Jessie Rayburn
DATES OF TRIP:	7/11/25-7/12/25
TRIP TO:	KOSAA Leadership Institute Lexington, KY
METHOD OF TRANSPORTATION:	Personal Vehicle
ACCOMMODATIONS:	No Hotel needed
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	Professional Development
CONFERENCE AGENDA: SEE ATTACHMENT	Current Year not available
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	1
TOTAL ESTIMATED COST:	\$200
COST INCLUDES:	Registration, Meals, Mileage, Parking
FUNDING SOURCE:	Superintendent's Budget
FUND MANAGER RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
SUPERINTENDENT RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

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

INDIVIDUAL/STAFF REQUESTING TRIP:	Superintendent
DATES OF TRIP:	7/23/25-7/25/25
TRIP TO:	KASA Conference Louisville, KY
METHOD OF TRANSPORTATION:	Personal Vehicle
ACCOMMODATIONS:	Galt House Louisville, Kentucky
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	Professional Development
CONFERENCE AGENDA: SEE ATTACHMENT	Current Year not available
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	1
TOTAL ESTIMATED COST:	\$1200 per person
COST INCLUDES:	Registration, Hotel, Meals, Mileage, Parking
FUNDING SOURCE:	Superintendent's Budget
FUND MANAGER RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
SUPERINTENDENT RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

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Live well.
Lead well.
Serve well.

July 23-25, 2025
The Galt House, Louisville

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TENTATIVE SCHEDULE

We're excited to have you join us for the Annual Leadership Institute. Throughout, you'll have opportunities to learn, connect, and engage with fellow participants through a variety of sessions, presentations, and networking activities. We're excited to recognize Gold Member status! Be sure to stop by the registration desk on Friday to pick up your plaque, banner or decal!

Below, you'll find the full schedule of events, including times and locations.

Monday, July 21

8:00 a.m. – 9:00 p.m. District Administrative Retreats

Tuesday, July 22

8:00 a.m. – 9:00 p.m. District Administrative Retreats

Wednesday, July 23

8:00 a.m. – 5:00 p.m. District Administrative Retreats



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3:15 p.m. – 4:30 p.m. Past President's Legacy Circle Meeting

1:00 p.m. – 5:00 p.m. Exhibit Hall Open

5:00 p.m. – 7:00 p.m. Opening General Session with Keynote Ryan Holiday

7:15 p.m. – 9:00 p.m. President's Tailgate Party

Thursday, July 24

6:30 a.m. – 7:15 a.m. Lead and Stride Challenge (5K)

7:15 a.m. – 4: p.m. Registration & Information Desk Open

7:10 a.m. – 8:10 a.m. Concurrent Education Session 1 (Early Bird)

7:30 a.m. – 8:00 a.m. Executive Director's Volunteer Breakfast

7:00 a.m. – 8:00 a.m. Breakfast

7:00 a.m. – 3:30 p.m. Exhibit Hall Open

8:00 a.m. – 10:00 a.m. General Session with Keynote Colin Seale

11:00 a.m. – 12:00 p.m. Concurrent Education Sessions



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12:15 p.m. – 1:30 p.m. Superintendent Luncheon

12:30 p.m. – 1:10 p.m. Concurrent Education Session 3
(Lunch-N-Learn)

1:30 p.m. – 2:30 p.m. Concurrent Education Session 4

2:30 p.m. – 3:30 p.m. Exhibit Hall Closing Activities

3:40 p.m. – 4:30 p.m. Concurrent Education Session 5

3:40 p.m. – 4:30 p.m. Superintendent Cohort Reunion

4:15 p.m. – 4:45 p.m. KWEL Reception

4:45 p.m. – 5:30 p.m. Reception for Fred Finalists

8:00 p.m. – 11:00 p.m. Casino Night & More

Friday, July 25

7:30 a.m. – 9:30 p.m. Registration & Information Desk
Open, Pick Up Prizes!

8:00 a.m. – 11:00 a.m. Closing General Session &
Celebration Brunch



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Frankfort, KY 40601

(800) 928-5272

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

INDIVIDUAL/STAFF REQUESTING TRIP:	School Board Members & Superintendent
DATES OF TRIP:	12/5/25-12/6/25
TRIP TO:	KSBA Winter Symposium Louisville, KY
METHOD OF TRANSPORTATION:	Personal Vehicle
ACCOMMODATIONS:	Louisville Marriot East or other Hotel if Needed
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	Professional Development
CONFERENCE AGENDA: SEE ATTACHMENT	Current Year not available
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	6
TOTAL ESTIMATED COST:	\$1800 per person
COST INCLUDES:	Registration, Hotel, Meals, Mileage, Parking
FUNDING SOURCE:	Superintendent's Budget
FUND MANAGER RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
SUPERINTENDENT RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

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

INDIVIDUAL/STAFF REQUESTING TRIP:	Jessie Rayburn
DATES OF TRIP:	12/5/25-12/6/25
TRIP TO:	KOSAA Winter Symposium Louisville, KY
METHOD OF TRANSPORTATION:	Personal Vehicle
ACCOMMODATIONS:	Louisville Marriot East or another Hotel if Needed
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	Professional Development
CONFERENCE AGENDA: SEE ATTACHMENT	Current Year not available
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	1
TOTAL ESTIMATED COST:	\$600
COST INCLUDES:	Registration, Hotel, Meals, Mileage, Parking
FUNDING SOURCE:	Superintendent's Budget
FUND MANAGER RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
SUPERINTENDENT RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

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

INDIVIDUAL/STAFF REQUESTING TRIP:	School Board Members & Superintendent
DATES OF TRIP:	2/20/26-2/22/26
TRIP TO:	KSBA Annual Conference Louisville, KY
METHOD OF TRANSPORTATION:	Personal Vehicle
ACCOMMODATIONS:	Galt House or other Hotel if Needed
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	Professional Development
CONFERENCE AGENDA: SEE ATTACHMENT	Current Year not available
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	6
TOTAL ESTIMATED COST:	\$1800 per person
COST INCLUDES:	Registration, Hotel, Meals, Mileage, Parking
FUNDING SOURCE:	Superintendent's Budget
FUND MANAGER RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
SUPERINTENDENT RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

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

INDIVIDUAL/STAFF REQUESTING TRIP:	Jessie Rayburn
DATES OF TRIP:	2/20/26-2/22/26
TRIP TO:	KOSAA Annual Conference Louisville, KY
METHOD OF TRANSPORTATION:	Personal Vehicle
ACCOMMODATIONS:	Galt House or other Hotel if Needed
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	Professional Development for Superintendent Administrative Assistants
CONFERENCE AGENDA: SEE ATTACHMENT	Current Year not available – last years attached
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	1
TOTAL ESTIMATED COST:	\$600
COST INCLUDES:	Registration, Hotel, Meals, Mileage, Parking
FUNDING SOURCE:	Superintendent's Budget
FUND MANAGER RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
SUPERINTENDENT RECOMMENDATION:	<input type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

Conference location:

The Galt House Hotel (<https://galthouse.com/>)

140 North Fourth St.

Louisville, KY 40202

Questions about this conference or any of KSBA's training events, including questions regarding keynote or training presentation opportunities, may be directed to Debra Webb, KSBA Director of Board Team Development, at training@ksba.org (mailto:training@ksba.org) or (800) 372-2962.

Student involvement at KSBA's Annual Conference

Student involvement is at the heart of what makes KSBA's Annual Conference so special each and every year.

- KSBA traditionally invites school districts to submit **student-designed banner artwork** for display at the event and in conference materials. The banners are a very important contribution to the conference, as they serve as reminders to attendees of their primary focus – students. Banner artwork, submitted electronically, is also designed to commemorate the annual theme.
- The association also invites districts to put forward their student choirs, bands, instrumental ensembles, etc. for performance at KSBA's conference. KSBA selects a limited number of groups to perform during conference general sessions throughout the weekend.

More information about student banner and performance submissions will open this fall. Check back for details.

Please reach out to training@ksba.org (mailto:training@ksba.org) if you have any questions about how you can showcase your district.

KSBA Awards presentations, scholarships and grants recognition

During Annual Conference, KSBA presents the Board Member of the Year Award. The KOSAA KUP award is traditionally presented during the Annual KOSAA Meeting held in conjunction with KSBA's conference. You can find more information on KSBA awards, including criteria and nomination instructions, on the KSBA Awards Programs page (<https://www.ksba.org/KSBAAwardsPrograms.aspx>).

Also during Annual Conference, KSBA recognizes the recipients of the First Degree College Scholarship and CTE Student Grants. You can find more information on these scholarships and grants for Kentucky high schools students, including criteria, timeline and instructions, on the KSBA Educational Foundation website (<https://ksbaef.wordpress.com/studentaid/>).

Conference Exhibitors

A trade show will be held at the 2026 Annual Conference. The cost for an exhibitor booth will be \$1,200. Sponsorship opportunities for the Annual Conference will be made available in November. Check back on this page for more information, including registration dates.

If your organization would like to be added to our conference exhibitor email list for future conference trade shows, **please fill out this online form** (<https://form.jotform.com/251255609278160>). (Note: Vendor booth space at KSBA's Annual Conference is limited. Filling out the online form is not a vendor application and does not guarantee an exhibitor booth.) If you are already receiving exhibitor/conference related emails from KSBA, you do not need to fill out the form unless someone else in your organization needs to be added.

Click here (<https://www.ksba.org/SponsorshipOpportunities.aspx>) for more information on all KSBA marketing opportunities and trade shows.

Questions about conference exhibitor and sponsorship opportunities may be directed to KSBA's Association Engagement Manager Matt McCarty at (502) 783-0074 or **via email** (mailto:Matt.McCarty@ksba.org).

KSBA conferences are supported by our Affiliate Members

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

INDIVIDUAL/STAFF REQUESTING TRIP:	Ryan Asher (CAO)
DATES OF TRIP:	7/29/25-7/30/25
TRIP TO:	Covington, KY/Cincinnati, OH
METHOD OF TRANSPORTATION:	Car
ACCOMMODATIONS:	Hotel - Embassy Suites Cincinnati RiverCenter
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	Administrative Retreat: Collaboration among all school leaders to further establish our Portrait of a Learner as the foundational tool for all school design work and establish expectations for both instructional and operational aspects of WCPS for the 2025-2026 school year.
CONFERENCE AGENDA: SEE ATTACHMENT	Will developed in June-July by District Leadership
NUMBER OF PARTICIPANTS/SCHOOLS:	All administrators from both district and school levels as well as one administrative assistant. Approximately 38 people.
TOTAL ESTIMATED COST:	Approx. \$8,000
COST INCLUDES:	Registration Hotel Meals Travel
FUNDING SOURCE:	District and school level funds: District funds pay for district administrator's rooms, conference room and two meals. School funds will pay for the school administrator's rooms.
FUND MANAGER RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <i>RA</i> <input type="checkbox"/> Not Recommended
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <i>RA</i> <input type="checkbox"/> Not Recommended
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <i>Wayne Asher</i> <input type="checkbox"/> Not Recommended

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

INDIVIDUAL/STAFF REQUESTING TRIP:	Greg Marsee
DATES OF TRIP:	July 12th through July 19th
TRIP TO:	Pittsburg Pa. Bornoffe Workshop
METHOD OF TRANSPORTATION:	Flying
ACCOMMODATIONS:	Campus staying at Duquesne University
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	Professional Development opportunity for string orchestra instructors
CONFERENCE AGENDA: SEE ATTACHMENT	
NUMBER OF PARTICIPANTS/SCHOOLS:	<u>1 Participant</u> Greg Marsee-WCMS/Elementary Orchestra
TOTAL ESTIMATED COST:	\$2,000 Tuition before June 1st = \$645 Housing on campus= \$455 Meal Plan = \$252 Flight/Ground Travel = \$500
COST INCLUDES:	Listed Above
FUNDING SOURCE:	Orchestra Budget - Project 9030
FUND MANAGER RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <i>RM</i> <input type="checkbox"/> Not Recommended

PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <i>RM</i> <input type="checkbox"/> Not Recommended
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <i>Wang</i> <input type="checkbox"/> Not Recommended

Training & Workshops

The Bornoff Approach – "It's THE game changer!"

The Bornoff Approach is a comprehensive skills-based pedagogy that scaffolds seamlessly from students' first sounds to collegiate level techniques. Accessible frameworks help students organize concepts and master skills more quickly, producing confident string players who can apply their learning to any style of music. Our workshops focus on merging this high quality string pedagogy with inclusive classroom practices so that ALL students can thrive and succeed, even without private lessons.

Join the thousands of teachers using the Bornoff Approach to create positive change for their students!



The Bornoff Foundation
for the Advancement of String Education



BORNOFF WORKSHOP

JULY 12-19, 2025
DUQUESNE UNIVERSITY
PITTSBURGH, PA



A week-long deep dive into a **more efficient and inclusive**
approach to strings! Details and registration at www.fase.org!



String Teachers
from and for
Every Community

The Bornoff Foundation
for the Advancement of String Education



Welcome Event: Saturday evening, July 12!

Sessions: Sunday morning, July 13, through Friday afternoon, July 18.

Bornoff Certification Activities(optional): Begin Saturday, July 12, with in-person testing on July 19.

Bornoff Presenter Activities (by invitation): Begin Friday, July 11.

Full schedule TBA.

[Click here to register >>](#)

Tuition & Fees

WORKSHOP TUITION RATES	EARLY BIRD	STANDARD	LAST MINUTE
	Now - March 10, 2025	March 11 - June 1, 2025	After June 1, 2025
Teacher Tuition	\$565	\$645	\$695
NBW Returning Teacher	\$525	\$575	\$695
College Student	\$295	\$350	\$425

Participation will be limited – we had a full house last year!

What's Included?

Tuition includes access to the workshop; materials (Bornoff books to borrow and pdfs of supplements), instruments to use during sessions, NBW25 T-Shirt, light refreshments throughout the week; and access to our virtual platform which will house schedules, materials, recordings, and a networking platform for all attendees and faculty. **It is recommended, however, that participants purchase the Primer Score and other books for their primary instrument.** Those materials will be offered at a 20% discount after registration is paid in full. Participants are also encouraged to bring their personal instrument if possible; secure storage will be available.

Other Fees (Optional)

Campus housing, meal plans, Bornoff certification applications, and graduate credits will be available separately once tuition is received in full. Dorm room rates (includes linens): Single @ \$65 per night / Double @ \$55 per night. The campus meal plan is \$36 per day. See below for additional Campus Information – more details will be communicated once they are finalized.

Teacher PD GRANTS!

Available to ANY teacher, applications are accepted for help with expenses. Partial scholarships are available and priority is given to those for whom basic travel expenses are cost-prohibitive. To apply for grants, visit www.fase.org/grants/.

Cancellation and Refund Policy

To cancel your registration, email debbie.lyle@fase.org before May 10. Up to \$400 will be refunded if a request is received before May 10; no refunds will be given after May 10. Any new registrations after May 10 will be considered non-refundable due to costs incurred with our host university.

Campus Information

Campus housing and meal plan options are still being finalized with Duquesne University. We will reach out to all registered attendees to sign up for these options as we get closer to the workshop. In the meantime, here are some preliminary details:

- **HOUSING** will be available to attendees who would like to stay on campus. Rooms will be suite-style, available in singles and doubles, with a shared bathroom (2-4 people per bathroom). Rooms will be air conditioned and basic linens are provided for each attendee.
 - Available starting July 10 for attendees interested in arriving early for the Certification programs or sightseeing; last night of housing will be available July 19.
 - Single Rooms \$65/night; Double Rooms \$55/night
- **MEAL PLANS:** Duquesne offers - description....
 - \$36/day for three meals (breakfast, lunch, dinner)
 - Plans are available starting July 11; last day for meals will be through lunch on Saturday, July 19.
 - Plans have to be requested and purchased ahead of the workshop. No refunds will be available for unused meals/days.
 - We will be providing two catered meals for the opening and closing events, as well as a daily coffee/refreshment bar throughout the week. These are included in the tuition and meal fees.
- **Parking and transportation details** will be made available as soon as possible. Duquesne's campus is compact and highly walkable, which means the music facilities, housing, and dining hall will all be within 5 minutes of one another. University shuttles are typically available to venture into the city for evening entertainment and sight-seeing.
- **ADDITIONAL HOUSING OPTIONS**
For those interested in staying off campus, Pittsburgh offers MANY other various other hotels and private rentals too. You can view options at Expedia, and AirBnb listings for our workshop dates here AirBnb.

Bornoff Certification

The Bornoff Certification Program, Level 1 (optional) will begin on Saturday afternoon, July 12, with in-person testing on July 19. The fee for Level 1 Certification is \$375 – which includes ALL MATERIALS – in addition to NBW 2025 tuition (attendance at an NBW event is required for acceptance into the program). We are proud to offer the Bornoff Certification program at a very reasonable price compared to other certification offerings available!

Level 1 will cover the Bornoff Approach Primer and Primer Plus materials, including:

- Introductory Courses: (1) Who was George Bornoff and what is FASE? (2) Gestalt Principles and Core Frameworks of the Approach; (3) The Science and Psychology behind Bornoff; and (4) Access, Equity, and Inclusion.
- Bornoff Approach Primer: Open String Cycles, Bowing Techniques (Détaché, Spiccato, Staccato, Combo Bows, Double Stops), Finger Patterns 1-3 (incl. preparatory sequences), Early Unison Repertoire in Major/Minor Keys, Introduction to Improvisation
- Finger Patterns Book, Section 2: Five-Note Finger Patterns 1-5
- Finger Patterns Book, Sections 3-11: Rhythmic and Slurred Bowing Variations
- Finger Patterns to Scales
- Harmonics and Introductory Shifting
- Music Literacy Sequences and Strategies
- Additional Early Unison Repertoire

Certification will be offered in two formats:

- **STUDIO Certification** – Candidates will study and perform demonstrations on one primary instrument. Ideal for private teachers or those working with homogenous instrumentation in group classes.
- **CLASSROOM Certification** – Candidates will study and perform demonstrations on one high and one low instrument. Knowledge of all fingering and bowing nuances for each instrument, as well as a deep

includes ALL MATERIALS. Space is limited. Applications are accepted between April 15-30. More details coming soon!

Anyone who has completed a standard certification level can then apply for a "Presenter Certification" and, after completion thereof, will become a part of the Bornoff Teacher Presenters Network. There is no fee for the program, however, it is very competitive. Once confirmed, presenters will receive access to all FASE materials so that they can facilitate presentations, workshops, and school professional development. All trainings representing FASE and the Bornoff Approach will be listed and promoted via FASE's website, social networks, and professional contacts. *Being accepted into the program does not give participants the rights to create sessions or materials on their own, nor receive payment for service outside of, or in addition to the FASE organization programming. Additional terms and conditions will apply. The first Bornoff Presenter Certification program will begin with a 6-hour in-person session on Friday, July 11, 2025.

Professional Development and Graduate Credits

Contact Hours

Attendees must have consistent attendance and arrive on time for the start of

applied toward teaching license renewals, salary advancement, or college/university degree programs. Registration will be available through Southern Utah University beginning in mid-May.

Address: FASE, Inc. 475 Valley
Street

Scottsville, VA 24590

Phone: 434-286-8800

Contact: Debra Lyle, Director

debbie.lyle@fase.org

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Contact for Latin America: Felipe
Morales-Torres, Assistant
Director

felipe.moralestorres@fase.org

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

INDIVIDUAL/STAFF REQUESTING TRIP:	Tracy Probst Woodford County Agriculture
DATES OF TRIP:	03/01/2026-03/08/2026
TRIP TO:	Walt Disney World
METHOD OF TRANSPORTATION:	plane, bus, private charter
ACCOMMODATIONS:	Students will stay at a selected location on Walt Disney Property.
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	<p>Overview</p> <p>In the Disney Imagination Campus' leadership development program, students will get a unique opportunity to realize their potential by interacting with Disney leaders, engaging in leadership activities and experiencing fun, hands-on learning. The leadership workshops we offer are an extraordinary way for students to learn effective communication, critical thinking and the art of innovation. In them, they will explore the Disney Way, which includes the belief that everyone can be a leader. Plus, they'll learn about the importance of Disney's 5 Keys of Excellence—principles that guide Disney Cast Members in everything they do.</p> <p>Students will experience the real-world application of these principles by encountering problem-solving scenarios—and will discover their own personal leadership style.</p> <p>Learning Objectives</p> <p>After completing this workshop, students will be able to:</p> <p>Know their own leadership style and</p>

continue to develop their personal leadership skills
Describe and analyze the relationship between employee excellence, customer satisfaction and business results
Engage with various partners to problem-solve through collaboration
Discuss the importance of diversity when assembling a team
Understand the value of a positive attitude when faced with any challenge
Describe Disney's 5 Keys of Excellence and how these impact a large organization's ability to quickly solve problems
Educational Standards: Our Academic Workshops meet many National Common Core and California State Standards and will assist teachers in reinforcing classroom learning to help prepare students for college and careers, through real-world experiences. For more details on specific education standards met through our programs, workshops, and performance experiences, please contact your Disney Imagination Campus Representative.

Additional Information

Although recommended for college and high school students, the content of these leadership workshops can also be adapted for middle school students.

There's a minimum of 15 students required per organized group to participate in this leadership program experience.

Overview

What would you get if you took a science field trip to Disney Parks?

You'd get a technology workshop, an engineering workshop and a STEM workshop all rolled into one! In the unique Technology of Disney Parks Workshop, students will learn how Disney stories are

central to everything in Disney Parks and get an inside look at how Disney Imagineers dream, design and use technology and engineering to immerse Guests in those stories. From Audio-Animatronics to light and sound effects and more, students will learn why technology is the most valuable as well as the most challenging tool used in theme park operations every day.

Learning Objectives

After completing the Technology of Disney Parks workshop, students will be able to:

Describe Walt Disney's contributions to the creation and progress of technology in Disney Parks' attractions and experiences
Define the difference between hydraulics and pneumatics—and explain the benefits of each

Understand the emotional impact sound and light can have in an attraction

Gain knowledge of the history and evolution of theme park technologies

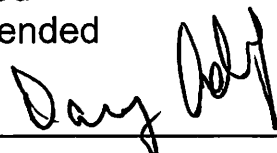
Explore the versatility of a specific technology by seeing how it's used in vastly different ways

Explain how acoustical engineering applies to the design of spaces

Educational Standards: Our Academic Workshops meet many National Common Core and California State Standards and will assist teachers in reinforcing classroom learning to help prepare students for college and careers, through real-world experiences. For more details on specific education standards met through our programs, workshops, and performance experiences, please contact your Disney Imagination Campus Representative.

Additional Information

Please Note: The curriculum and

	<p>requirements are subject to change. Please see your Disney representative for questions</p> <p>Both Technology of Disney Parks workshops—in Florida and California—are available for students in middle school, high school and college. A minimum of 15 students is required per organized group to participate in this experience</p> <p>In addition to these opportunities students will be visiting during the Flower and Garden Festival where we will meet with a Disney Horticulturist, as well as, a behind the scenes experience at Animal Kingdom.</p>
CONFERENCE AGENDA: SEE ATTACHMENT	<u>Link0</u> , Link1, Link2, Link3
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	Students- 20 Adults- 3
TOTAL ESTIMATED COST:	\$1200
COST INCLUDES:	Flights, hotel, 2 meals while at Disney, park tickets, tours
FUNDING SOURCE:	Vo-Ag and FFA
FUND MANAGER RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>Jessica Greathouse</i>
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>Amanda Best</i> <i>Ryan Asher</i>
SUPERINTENDENT RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended 

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

INDIVIDUAL/STAFF REQUESTING TRIP:	Katherine Hemlepp 8th grade Chicago Trip
DATES OF TRIP:	04/15/2026-04/17/2026
TRIP TO:	
METHOD OF TRANSPORTATION:	Charter Bus
ACCOMMODATIONS:	Embassy Suites Lombard IL
EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:	Our goal is to expose students to real-life connections between the classroom and history, science, the arts, and culture. Students have the opportunity to develop their skills to apply core concepts to what they encounter throughout their lives, such as, various perspectives and careers. AH-0801.4.2, AH-08-1.4.1, SS-08-5.1.1, 3.4.1, 2.1.1, SC-08.1.1.2, 3.4.3, 4.6.2
CONFERENCE AGENDA: SEE ATTACHMENT	<<submission_data_agendaLink>>
NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)	Students- 150 Adults- 15
TOTAL ESTIMATED COST:	\$135,000
COST INCLUDES:	15-17 chaperones, 4 charter buses, hotel (suites of 5), two hot breakfasts, 3 lunches, 3 dinners, all tickets and entrance fees (see attached itinerary), 2 t-shirts
FUNDING SOURCE:	8th grade Chicago
FUND MANAGER RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>Samantha Vertrees</i>
PRINCIPAL/SUPERVISOR RECOMMENDATION:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

	<i>Rebecca Preston</i> <i>Ryan Asher</i>
SUPERINTENDENT RECOMMENDATION:	<input checked="checked" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>Dary Asher</i>

WEDNESDAY APRIL 15th, 2026

9:00 AM (EDT)	Buses arrive for loading at Woodford County Middle (100 School House Road, Versailles, Ky 40383)
9:30 AM (EDT)	Depart for Chicago (rest stops enroute)
12:30 PM (EDT)	Arrive at the Greenwood Mall for Lunch (\$15 Each)
1:30 PM (EDT)	Leave for Chicago. (rest stops enroute)
3:30- 5 pm (CDT)	Arrive in Chicago at Millenium Park to see the "BEAN"
5:30 PM	Dinner at Connies Pizza. (Archer street location)
7:30 PM	Visit the SkyDeck for great views of the city.
9:30 PM	Check into the Embassy Suites, Lombard. 707 Butterfield Rd,
Lombard, IL 60148	

THURSDAY APRIL 17th, 2026

6:30 – 7:30 AM	Breakfast at the Hotel (included)
8:15 AM	Depart for downtown
10:00AM	Wrigley Field Tour.
12:15 PM	Visit the Shedd Aquarium (lunch included voucher)
3:00- 5:00 PM	Visit the Field Museum
5:30 PM	Navy Pier
6:30 PM	Spirit Dinner/Dance Cruise boarding.
7 – 9:30 PM	Dinner/ Dance Cruise
10:30 PM	Arrive at the Hotel

FRIDAY APRIL 17th, 2026

7:00 AM	Breakfast at the hotel. (included)
8:30 AM	Check -out & Depart for Downtown
9:30 AM	Visit the Museum of Science & Industry (lunch included voucher)
12:30 PM (CDT)	Depart for Home: rest stops along the way
7:30 PM (EDT)	Arrive at Woodford Middle School

THANKS FOR TRAVELING WITH MARTIN TOURS!!!!!!!!!!!!