

**WOODFORD COUNTY BOARD OF EDUCATION  
AGENDA ITEM**

**ITEM #:** VII C **DATE:** October 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: Basketball Game/College Visit, 24 WCHS Students, 4 adults (Pittsburg, PA; 12/05/25-12/07/25); Field trip to Holocaust and Humanity Center, 50 WCHS Students, 4 adults (Cincinnati, OH; 10/27/25); Kentucky Interchange Conference, 1 District SIS Coordinator (Louisville, KY; 12/3/25-12/5/25); Kentucky Exceptional Children's Conference, 1 Director of Special Education (Louisville, KY; 11/23/25-11/25/25).

**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  
OUT OF STATE OR OVERNIGHT  
TRAVEL REQUEST**

<b>INDIVIDUAL/STAFF REQUESTING TRIP:</b>	Jaron Brown Boy's Basketball
<b>DATES OF TRIP:</b>	12/05/2025-12/07/2025
<b>TRIP TO:</b>	Pittsburgh University
<b>METHOD OF TRANSPORTATION:</b>	Charter Bus
<b>ACCOMMODATIONS:</b>	Cambria Hotel
<b>EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:</b>	Game/College Visit
<b>CONFERENCE AGENDA: SEE ATTACHMENT</b>	<<submission_data_agendaLink>>
<b>NUMBER OF PARTICIPANTS/SCHOOLS:</b> (If more than one school, attach list of participants and their schools.)	Students- 24 Adults- 4
<b>TOTAL ESTIMATED COST:</b>	\$8000
<b>COST INCLUDES:</b>	Hotel, Travel. Food, Per Diem
<b>FUNDING SOURCE:</b>	Boosters & SAF Account
<b>FUND MANAGER RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>Jessica Greathouse</i>
<b>PRINCIPAL/SUPERVISOR RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>Amanda Best</i>

	<i>Ryan Asher</i>
<b>SUPERINTENDENT RECOMMENDATION:</b>	<input checked="checked" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>Yoni Jones</i>

12/5

Depart from High School

Lunch on the Road

Arrive in Pittsburgh

Check in to Cambria Hotel

Dinner

12/6

Breakfast at Hotel

Walk through

Game

Lunch

College Visit

Dinner

12/7

Depart Hotel

Lunch on the Road

Dinner on the Road


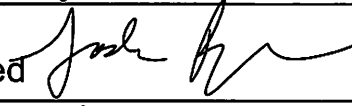
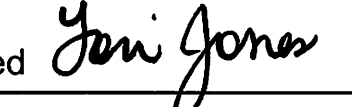
Arrive home

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

<b>INDIVIDUAL/STAFF REQUESTING TRIP:</b>	Renee Boss  AP Lit, Digital Journalism, Ed 220 +
<b>DATES OF TRIP:</b>	10/27/25
<b>TRIP TO:</b>	The Nancy and David Wolf Holocaust and Humanity Center
<b>METHOD OF TRANSPORTATION:</b>	School Bus
<b>ACCOMMODATIONS:</b>	Day Trip
<b>EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:</b>	The field trip corresponds with SB 128 requiring all middle and high schools teach about the Holocaust. This also aligns with literature being read in class and projects being designed by students to learn more about the Holocaust.
<b>CONFERENCE AGENDA: SEE ATTACHMENT</b>	
<b>NUMBER OF PARTICIPANTS/SCHOOLS:</b> (If more than one school, attach list of participants and their schools.)	Students- 50 Adults- 4
<b>TOTAL ESTIMATED COST:</b>	This trip is being planned in collaboration with Ryan Asher and Dana Christiansan and will be funded by WEEF
<b>COST INCLUDES:</b>	1 bus + 4 substitutes + 27.50 museum fees
<b>FUNDING SOURCE:</b>	WEEF
<b>FUND MANAGER RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>Jessica Greathouse</i>

<b>PRINCIPAL/SUPERVISOR RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>Amanda Best</i> <i>Ryan Asher</i>
<b>SUPERINTENDENT RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <i>Yoni Jones</i>

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

<b>INDIVIDUAL/STAFF REQUESTING TRIP:</b>	LaShannon Stratton District SIS Coordinator
<b>DATES OF TRIP:</b>	December 3-5, 2025
<b>TRIP TO:</b>	Louisville, KY
<b>METHOD OF TRANSPORTATION:</b>	Car
<b>ACCOMMODATIONS:</b>	Omni Hotel 400 S 2nd Street Louisville, KY 40202
<b>EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:</b>	2025 Kentucky Interchange Conference -Presented by KDE and Infinite Campus  Training, collaborating and networking for all things Infinite Campus
<b>CONFERENCE AGENDA: SAMPLE AGENDA ATTACHED</b>	
<b>NUMBER OF PARTICIPANTS/SCHOOLS: (If more than one school, attach list of participants and their schools.)</b>	1
<b>TOTAL ESTIMATED COST:</b>	\$1,000
<b>COST INCLUDES:</b>	Registration, per diem, mileage, parking, and hotel accommodations
<b>FUNDING SOURCE:</b>	KETS
<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

## Sample Agenda

### KENTUCKY DEPARTMENT OF EDUCATION (KDE) / STATE REPORTING

#### DAY 1

7:30 AM	Registration & Breakfast OLMSTED BALLROOM	
8:30 AM	Welcome & Keynote: Charlie Kratsch OLMSTED BALLROOM	
SESSION 1 9:10 AM	What's New with KDE Data Visualizations COMMONWEALTH 3	Data and Money: An Overview of Data Points that Generate Funding COMMONWEALTH 3
SESSION 2 10:25 AM	Civil Rights Data Collection (CRDC) COMMONWEALTH 8	
11:30 AM	Lunch, Announcements, & Giveaways OLMSTED BALLROOM	
SESSION 3 12:40 PM	From Data to Action: Data Visualizations CHEROKEE TRIANGLE	Federal Programs: What You Need to Know COMMONWEALTH 8
SESSION 4 1:55 PM	Tracking the Students You Don't See - Virtual Student Attendance COMMONWEALTH 5	
SESSION 5 3:10 PM	Don't Lose Your Dough COMMONWEALTH 8	
4:30 PM	Social Hour OUTSIDE OLMSTED BALLROOM	

#### DAY 2

7:30 AM	Breakfast OLMSTED BALLROOM	
SESSION 6 8:30 AM	Identity Automation + Infinite Campus = CUES: A Partnership for the Future of Secure Access CLIFTON	
SESSION 7 9:45 AM	School Safety Data Collection & Reporting CLIFTON	
SESSION 8 11:00 AM	Don't Lose Data Records Transfer COMMONWEALTH 3	

### GENERAL

#### DAY 1

7:30 AM	Registration & Breakfast OLMSTED BALLROOM	
8:30 AM	Welcome & Keynote: Charlie Kratsch OLMSTED BALLROOM	
SESSION 1 9:10 AM	K-12 (Checkmate) Demo GERMANTOWN	
SESSION 2 10:25 AM	Check Your Household, Clean up the Dirt COMMON- WEALTH 7	K-12 'Swarm' Demo GERMAN- TOWN
11:30 AM	Lunch, Announcements, & Giveaways OLMSTED BALLROOM	
SESSION 3 12:40 PM	Campus Payments Demo CLIFTON	K-12 (Spotlight) Demo GERMANTOWN
SESSION 4 1:55 PM	Campus Workflow Suite Demo GERMANTOWN	
SESSION 5 3:10 PM	K-12 (SDA) Demo GERMANTOWN	Task Scheduler COMMONWEALTH 7
4:30 PM	Social Hour OUTSIDE OLMSTED BALLROOM	

#### DAY 2

7:30 AM	Breakfast OLMSTED BALLROOM	
SESSION 6 8:30 AM	Topics-based Round Tables COMMONWEALTH 4	
SESSION 7 9:45 AM	Topics-based Round Tables COMMONWEALTH 4	Campus Messenger with Voice Demo GERMANTOWN
SESSION 8 11:00 AM	Tips for Building Free Infinite Campus Resources COMMON- WEALTH 2	Topics- based Round Tables COMMON- WEALTH 4
	Common Database Queries COMMON- WEALTH 7	Campus Payments Demo COMMON- WEALTH 8
		Campus Data Suite Demo GERMAN- TOWN



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

<b>INDIVIDUAL/STAFF REQUESTING TRIP:</b>	Tracey Francis	
<b>DATES OF TRIP:</b>	Nov 23-25	
<b>TRIP TO:</b>	Louisville, Ky	
<b>METHOD OF TRANSPORTATION:</b>	Car	
<b>ACCOMMODATIONS:</b>	Galt House-Hotel	
<b>EDUCATIONAL OBJECTIVE/ CURRICULUM CONNECTIONS:</b>	DOSE	
<b>CONFERENCE AGENDA: SEE ATTACHMENT</b>		
<b>NUMBER OF PARTICIPANTS/SCHOOLS:</b> (If more than one school, attach list of participants and their schools.)	1	
<b>TOTAL ESTIMATED COST:</b>	00	
<b>COST INCLUDES:</b>	00	
<b>FUNDING SOURCE:</b>	CKEC is paying for all accommodations	
<b>FUND MANAGER RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended	<i>[Signature]</i>
<b>PRINCIPAL/SUPERVISOR RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended	<i>[Signature]</i>
<b>SUPERINTENDENT RECOMMENDATION:</b>	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended	<i>[Signature]</i>

**November 23 – 25, 2025**



## **Conference at a Glance**



### **Sunday**

**11:00 AM – 7:15 PM Registration Desk is Open**

**1:00 PM – 7:15 PM – Sessions** (6 hr., 3 hr., 1.5 hr., and 1.25 hr. Sessions)

*\*The New Teacher Academy starts at 1:00 PM in Carroll Ford Room*

### **Monday**

**7:00 AM – 4:30 PM – Registration Desk is Open**

**7:00 AM – FREE Coffee and Tea for early risers**

**8:00 AM – 9:30 AM – Sessions** (1.5 hr. Sessions)

*Yes, I Can Activities and Reception (8 AM - 1 PM)*

**9:45 AM – 12:00 PM – General Session - Awards, 25-Year Recognitions,**

**Keynote: Undefeated with Patrick Mulick**

**12:00 PM – Grab & Go Lunch** (sandwiches, salad, chips, and more)

*available for credit card purchase until 1:15 PM (by escalator).*

**1:15 PM – 4:30 PM – Sessions** (1.5 hr. Sessions)

**Poster Sessions & Snacks: 4:00 PM – 5:00 PM**

### **Tuesday**

**7:30 AM – 11:40 AM – Registration Desk is Open**

**7:30 AM – FREE Coffee and Tea for early risers**

**8:30 AM – 11:30 AM – Make & Take / Deep Dive Workshop Sessions** (1.25 hr., 1.5. hr. and 3 hr. Sessions)

**11:35 AM – 11:45 AM – Wrap Up with a Tuesday Takeaway Drawing** – Registration Desk – Attendees must be present to Win!

**12:00 PM** – The Galt House has extended the Tuesday check-out to 12 PM for all conference hotel block reservations, allowing participants to attend the Tuesday sessions before checking out.