

MEMORANDUM

Date: October 17, 2025

To: BPS Board of Education, Superintendent Shane M. Peters

From: Lori Graves

SUBJECT: Out of State Training Request

Dear Board of Education and Superintendent Peters,

Nick Foxworthy, BES Second Grade teacher, has requested to attend University of Florida Literacy Institute (UFLI) training in Buffalo, New York on November 7, through November 10, 2025.

UFLI Foundations is a research-based phonics curriculum designed to build foundational reading skills for students in kindergarten through second grade. It uses explicit and systematic instruction to help children develop strong decoding and spelling skills. It is based on the science of reading.

Educationally Yours,
Lori Graves