

**LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST**

NOTE: See LCSD Board Policy GBCF: Work-Related Travel for all requirements.

Name(s) of Attendees Amber Cross

SCHOOL Silver Stage High School

NAME OF CONFERENCE: National Elementary and Secondary Education Association (ESEA) Conference
(Do Not Use Acronyms)

(ATTACH conference program information and provide website address)

CITY/STATE OF CONFERENCE: Louisville, KY

DATE OF DEPARTURE: 2/22/27

DATE OF RETURN: 2/26/27

Training/Travel/Conference is (check all that apply): Mandated by the state ☐ Mandated by the district ☐
Needed for certification/licensing ☐ Related to the District Performance Plan ☒ Related to our School ☐
Performance Plan ☒ Related to a specific program/course ☒ Other ☒

Provide a detailed description below of the focus of the conference, and how attending will have a positive impact on climate, culture, and student learning.

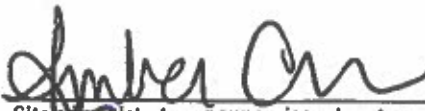
Silver Stage High School is requesting approval to attend the National ESEA Conference in Louisville, KY. This premier gathering focuses on using federal programs to support disadvantaged students.

Attending will directly advance our school's strategic priorities in the following areas:

- Compliance & Engagement: Targeted sessions on Title program compliance and family engagement models.
- Instructional Impact: Evidence-based instructional strategies and Multi-Tiered Systems of Support (MTSS) frameworks.
- School Climate: Data-driven interventions to close achievement gaps and foster an inclusive, equitable culture.

TRAVEL APPROVED: Date 10/7/26

TRAVEL APPROVED: Date 10/14/26


Site administrator or supervisor signature

Superintendent or designee signature

District Office Use Only

Received by District Office

Date: 10/14/26

Board Approved: Yes () No ()

Date: _____

Please ensure that you read and comply with Lyon County School District Policy GBCF: Work-Related Travel when completing this form and submitting for reimbursable items. Properly mark the funding source of the travel.

ESTIMATED EXPENSES

If funded by a grant or other, specify grant/other name here: Title 1 Grant

				<u>Total</u>	District Office	Grant	School Site	Other
BUDGET#	280.633.0000.000.2400.330.10605.27.000							
Registration Fees:	Attendees	1	x 699	Reg. fee	\$ 699	☐	☒	☐
BUDGET#	280.633.0000.000.2400.580.10605.27.000							
Travel By:	Air (\$935 x1)				\$ 935	☐	☒	☐
(Air, district car, private car for personal convenience, etc.)								
BUDGET#	280.633.0000.000.2213.580.10601.27.000							
Lodging:	Room rate	\$ 315	x 4 (x1) nights		\$ 1260	☐	☒	☐
(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) <u>lodging receipts must be obtained and sent to District Office upon return.</u>								
Meals:	Breakfast	\$ 20	x 1@4 days		\$ 80	☐	☒	☐
	Lunch	\$ 22	x 1@4 days		\$ 88	☐	☒	☐
	Dinner	\$ 33	x 1@4 days		\$ 132	☐	☒	☐
	Incidental	\$ 5	x 1@4 days		\$ 20	☐	☒	☐
Substitutes:	# of Days	4	x \$ 145 /day		580	☐	☐	☐
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.)					\$ 100	☐	☒	☐
Other Miscellaneous expenses: (attach explanation)					\$	☐	☐	☐
TOTAL EXPENSES					\$ 3894	☐	☐	☐

****FAILURE TO COMPLETE ANY PART OF THIS FORM WILL RESULT IN THE FORM BEING RETURNED AND/OR TRAVEL DENIED.**

Conference Information

Conference Dates & Times: **Feb. 23-25, 2027**

Name of where conference/training is being held
(i.e. Hotel, School, College, Convention Center): **Kentucky International Convention Center, Louisville, KY**

Airline Information

Note: Conference registration and travel arrangements will only be made after school board approval. Only airfare, lodging, and conference registration are eligible for payment prior to traveling. All other expenses will be reimbursed after travel per LCSD Policy GBCF: Work-Related Travel.

Attach your preferred and most economical flight schedule (i.e. Southwest, Delta, United, etc.)

Date & Time you wish to DEPART: **2/22/27, 11:40am**

Date & Time you wish to RETURN: **2/26/27, 5:05am**

List any special notes here:

Are you renting a car? ☐ Yes ☒ No How many days?

Note: Car insurance should be declined as the district insurance provides adequate coverage.

Lodging Information

Note: Lodging must be made by Attendee or Site for purchase order payments only. No district office credit card charges.

Lodging
GSA (Per Diem Rate) : **185**

All travelers agree to share lodging as
appropriate?

☒ Yes ☐ No

Register under what name(s)?

Amber Cross

Name, Address, Phone number of
lodging establishment:

Omni Hotel 400 2nd Street Louisville KY (502)313-6664

DEADLINE DATE: **10/31/26**

Code Information: _____

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. Please email travel request with SIGNATURES to Superintendent's office for approval.

**LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST**

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Travel By:	<u>Air (\$935 x1)</u>	280.633.0000.000.2400.580.10605.27.000		\$ <u>935</u>	☐	☒	☐	☐
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Lodging:	Room rate <u>315</u> x <u>4</u> (x1) nights	280.633.0000.000.2213.580.10601.27.000		\$ <u>1260</u>	☐	☒	☐	☐
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Meals:	Breakfast \$ <u>20</u> x <u>1@4</u> days			\$ <u>80</u>	☐	☒	☐	☐
	Lunch \$ <u>22</u> x <u>1@4</u> days			\$ <u>88</u>	☐	☒	☐	☐
	Dinner \$ <u>33</u> x <u>1@4</u> days			\$ <u>132</u>	☐	☒	☐	☐
	Incidental \$ <u>5</u> x <u>1@4</u> days			\$ <u>20</u>	☐	☒	☐	☐
Substitutes:	# of Days <u>4</u> x \$ <u>145</u> /day			\$ <u>580</u>	☐	☐	☐	☐
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.)				\$ <u>100</u>	☐	☒	☐	☐
Other Miscellaneous expenses: (attach explanation)				\$ <u>3894</u>	☐	☐	☐	☐
TOTAL EXPENSES				\$ <u>3894</u>	☐	☐	☐	☐

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NATIONAL ESEA CONFERENCE

[EXHIBIT](#)
[PRESENT](#)
[ATTEND](#)

[SCHEDULE](#)
[HOTELS & TRAVEL](#)
[REGISTER NOW](#)

February 23-25, 2027
Louisville, KY & Online

Registration and Hotel Reservations Available Now!

[ATTENDEE POLICIES](#)

2027 National ESEA Conference



Join Us in Louisville, Kentucky or Online

The annual National ESEA Conference is coming to Louisville this February 23-25, 2027! This event serves as a vital platform for professional growth, learning, and the exchange of ideas in education. Whether you attend in person or virtually, this Conference promises to empower you with the knowledge and resources you need to excel in your field. Together, we work towards achieving the shared vision of improving education for all youth.

2027 National ESEA Conference

- **Location:** Kentucky International Convention Center in Louisville, Kentucky and Online
- **Dates:** February 23-25, 2027
- **Please Note:** Each day of the Conference has a full schedule of sessions! Please plan your travel dates accordingly so as not to miss valuable content.

NEW! Introducing ESEA Conference Tracks

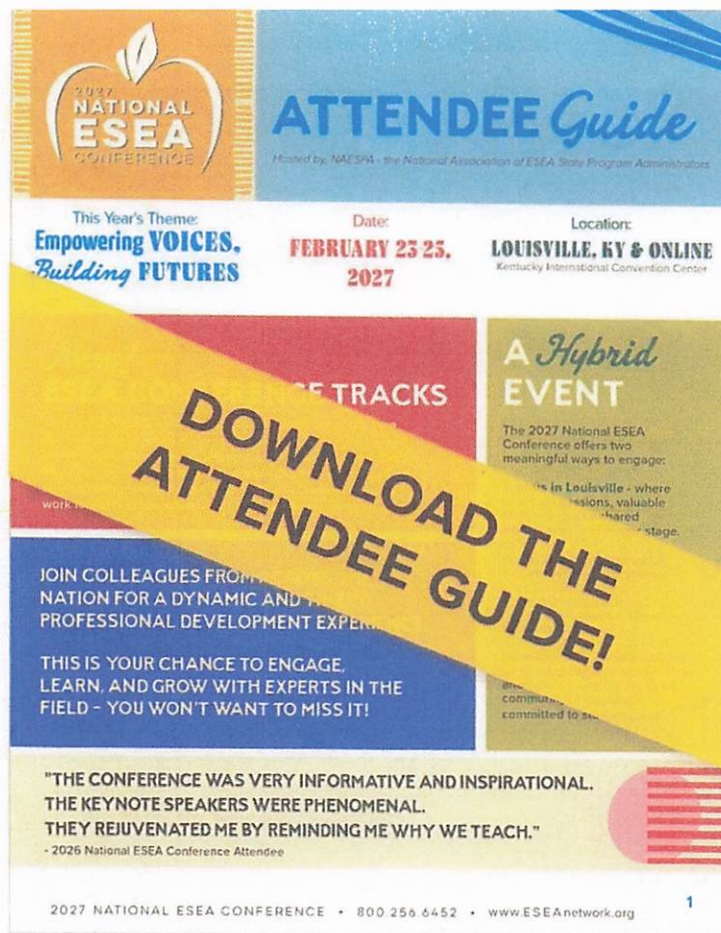
Explore sessions by track to find the learning experiences that matter most to your role—from policy and compliance to classroom practice and family engagement. Register now and select your track closer to the conference date.

Federal Education Policy & Practices	<i>For federal program leaders working at the state, district, and school levels.</i> This track supports leaders in turning policy into practice through compliant, strategic program management. Sessions focus on implementation, monitoring, funding, and coordination of ESEA programs to drive improved student outcomes.
Improvement in Teaching and Learning	<i>For educators and instructional leaders across all content areas.</i> This track focuses on delivering high-quality, student-centered instruction through data-informed practices. Sessions highlight strategies that strengthen teaching, elevate learning, and drive academic achievement for all students.
Targeted Supports for Special Populations	<i>For professionals supporting students served under ESEA and IDEA programs.</i> This track emphasizes coordinated, compliant, and compassionate approaches to meeting the academic, social, and emotional needs of special populations. Sessions explore strategies that ensure equitable access to high-quality education.
Family & Community Engagement for Student Success	<i>For engagement leaders, liaisons, and educators working with families.</i> This track centers on building strong, culturally responsive partnerships that empower families and support student success. Sessions highlight effective engagement strategies, compliance considerations, and community collaboration.

REGISTER NOW

02-23

Check out this short video from the 2026 National ESEA Conference in Denver!



The Attendee Guide has all the information you'll need to attend the 2027 National ESEA Conference. [DOWNLOAD IT NOW!](#)

ATTENDEE POLICIES

Registration Types & Prices

INDIVIDUAL REGISTRATION

In-Person & Virtual

\$699 – EARLY BIRD PRICE

Available June 1 - October 31, 2026

\$789 – STANDARD PRICE

November 1, 2026 - January 31, 2027

\$849 – LATE PRICE

Starting February 1, 2027

GROUP REGISTRATION

10 or more people

\$659/each

[Group Registration FAQs](#)

LEA AFFILIATE REGISTRATION

\$659/each

Bundle and save! [Learn more about the LEA Affiliate Program now](#)

Highlights

- **Renowned Speakers:** The Conference will feature presentations from esteemed educational experts, providing valuable insights and perspectives.
- **Engagement Opportunities:** Attendees will have numerous chances to interact with presenters, colleagues, and exhibitors, fostering networking and collaboration.
- **Latest Developments:** Participants will stay updated on the most recent developments in education, spanning local, district, state, and federal levels.
- **Accessibility:** With both in-person and virtual options, the Conference accommodates a broad audience, ensuring accessibility and inclusivity.
- View some of the [outstanding keynote speakers](#) from previous National ESEA Conferences.

Continuing Education

Attendees have the opportunity to earn up to two graduate-level extension credits (GLECs) for attending a majority of Conference sessions. Once registered for the Conference, [enroll here](#) through the University of San Diego. (Extra \$79 fee per credit applies, enrollment open now through March 31, 2027.)



[REGISTER NOW](#)

"The ESEA Conference was an incredible experience! The sessions were engaging, informative, and filled with practical strategies that can be immediately applied to support student success. It was inspiring to connect with passionate educators who are committed to making a difference, and the shared ideas around equity, literacy, and student support were especially impactful. This conference truly reinforced the importance of collaboration and continuous learning in education."

- 2026 National ESEA Conference Attendee

About Us

The National Association of ESEA State Program Administrators (formerly the National Title I Association) is dedicated to building the capacity of education professionals to provide disadvantaged children with a high quality education. Their ESEA Network website provides a host of resources to educators at all levels.

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Conference

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[PRESENT](#)

[ATTEND](#)

[On Demand](#)



admin@esemnetwork.org | 800-258-8452
532 North Franklin Street | Fort Bragg, CA 95437

FEB 22 - 26
RNO → SDF

Trip & Price Details

Price Passengers Seats Payment Confirmation

✈ Flight Modify

✈ Mon 2/22 # 565 / 635
RNO → **SDF** 5 hr 50 min 1 stop Choice Preferred
11:40 AM 8:30 PM

Base fare
1 Passenger(s) **\$823.25**Taxes and fees **\$112.14**

1 Passenger | Reserve your seats when booking

Flight total **\$935.39**or from \$92/mo*
with [Learn more](#)

✈ Fri 2/26 # 3481 / 245
SDF → **RNO** 7 hr 15 min 1 stop Choice Preferred
5:05 AM 9:20 AM
Only 3 left!

1 Passenger | Reserve your seats when booking

Helpful Information:

- All fares and fare ranges are subject to change until purchased and are per person for each way of travel.
- For more information regarding Cash + Points, visit [Southwest.com/terms](https://www.southwest.com/terms)

✈ Upgrade Flight

Upgrade to Choice Extra



All the benefits of Choice Preferred and:

- ✓ Choose an Extra Legroom seat (or any seat)¹⁵
- ✓ Group 1 boarding¹⁶
- ✓ Two free checked bags²
- ✓ 14x Rapid Rewards® points per dollar³
- ✓ Premium drink¹³

¹Please read the [fare rules](#) associated with this purchase.

Prices shown per passenger, per one-way.

☐ Upgrade departing trip for \$61☐ Upgrade returning trip for \$60☐ Upgrade both for \$121

SUBTOTAL
TAXES & FEES
TRIP TOTAL

\$823.25
\$112.14
\$935.39

[Show price breakdown](#)



Earn a **\$400** statement credit¹
and **10,000** Rapid Rewards® points.²

1. After first purchase. 2. After you spend \$500 in first three months.

[Apply now >](#)

YOU PAY TODAY** \$935.39
CREDIT ON YOUR STATEMENT** **-\$400.00**

**TOTAL AFTER
STATEMENT CREDIT**
\$535.39
**May post on separate statements.

Not ready to buy yet? [Save this flight for later.](#)

[Continue](#)

By clicking 'Continue', you agree to accept the [fare rules](#)
and want to continue with this purchase.

Add Car Rental

Louisville - Airport • 02/22/27 - 02/26/27 [Modify](#)

Popular fleet options

Earn up to 2,750 Rapid Rewards
points

Meet our newest fleet yet.
Plus save on base rates.



Mid-size

Toyota Corolla, Dodge Stratus, Jaguar F-Pace,
Toyota Prius or similar



Large SUV

Ford Explorer, Ford Expedition, GMC Yukon
or similar

[Terms apply](#)

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[Book](#)

[Book](#)

Find your rental match in 2 clicks

We compare prices from 10 highly rated brands to ensure you
always drive away with the best deal.

[Search all brands >](#)

Not ready to buy yet? [Save this flight for later.](#)

[Continue](#)

By clicking 'Continue', you agree to accept the [fare rules](#)
and want to continue with this purchase.

No-show policy

If you do not plan to travel on your flight, you must cancel your reservation at least 10 minutes prior to the flight's original scheduled departure time. If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, your reservation will be canceled, and your funds and points may be forfeited. [Learn more](#).

Fare Benefits

Basic¹

Basic fares are non-refundable except as allowed by our 24-hour cancellation policy. Flight changes are allowed but require a fare upgrade. Customers may be eligible for a flight credit if canceled at least 10 minutes prior to the flight's original departure time.

Checked bag²

Bag fees apply to Basic, Choice, and Choice Preferred fares. Choice Extra fares and Rapid Rewards® A-List Preferred Members receive two free checked bags. A-List Members and Rapid Rewards Credit Cardmembers only receive their first checked bag for free. Checked bag benefits do not apply on flights booked with a partner carrier. Weight and size limits apply. Additional allowances, benefits, and/or exceptions may apply. [Learn more](#).

Rapid Rewards® points³

Points can be earned from (a) Qualifying Flights (defined below) operated by Southwest®, or (b) qualifying purchases with our Rapid Rewards® partners. "Qualifying Flights" include flights operated by Southwest Airlines® and paid entirely with dollars, Southwest LUV Vouchers®, gift cards, or flight credits and those paid with Cash + Points. NOTE: With a Cash + Points booking, points are earned only on the portion of the base fare that is paid with dollars. Qualifying Flights exclude reward flights, charter flights, nonrevenue travel, and Companion Pass® travel. All Rapid Rewards rules and regulations apply and can be found at [Southwest.com/rterms](https://www.southwest.com/rterms).

No cancel fees⁴

All fare types are eligible for cancellations without a fee. For roundtrip reservations, if one or both segments is booked with a Basic fare, cancellations are only permitted if either a) both segments are canceled or b) the Basic fare segment(s) is upgraded. Failure to cancel a reservation at least 10 minutes prior to original scheduled departure may result in forfeited travel funds.

Refundable⁵

As long as you cancel your reservation at least 10 minutes prior to the original scheduled departure of your flight, you're eligible to receive 100% of your ticket value as a refund to your original form of payment. A Southwest® flight credit from a previous reservation that is applied toward a Choice Extra or Choice Preferred fare will be refunded as a Transferable Flight Credit™. For travel booked with Rapid Rewards® points, if canceled, points will be returned to the Rapid Rewards account holder who booked the reservation. If you do not cancel, your funds will be refunded as a Transferable Flight Credit™. [Learn more](#).

Transferable Flight Credit™⁶

To receive a flight credit, you must cancel your flight at least 10 minutes prior to the flight's original scheduled departure time. If you do not cancel, your points and funds may be forfeited. [Learn more](#). A Transferable Flight Credit™ expires 12 months from the date the fare was booked and ticketed. A Transferable Flight Credit™ can be transferred between Rapid Rewards® Members. Only one transfer is permitted. For bookings made through a Southwest® Business channel, transfers are allowed only between employees within the organization.

Flight credits⁷

To receive a flight credit, you must cancel your flight at least 10 minutes prior to the flight's original scheduled departure time. If you do not cancel, your points and funds may be forfeited. [Learn more](#). A Transferable Flight Credit™ created from Choice Extra, Choice Preferred, and Choice reservations expires 12 months from the date the fare was booked and ticketed. Basic fare flight credits expire 6 months from the date the fare was booked and ticketed.

Changes⁸

If you need to change an upcoming flight itinerary, you'll only pay the difference in fare for Choice, Choice Preferred, and Choice Extra fares (if one applies). For Basic fares, you may upgrade the fare to Choice, Choice Preferred, and Choice Extra. Failure to cancel a reservation at least 10 minutes prior to original scheduled departure may result in forfeited travel funds.

Free same-day change/standby⁹

Same-day change: On the day of travel, you can switch free of airline charges to another flight with space available departing on the same calendar day between the same origin airport and destination airport as your original flight. Free same-day change is only available for Choice Extra, Choice Preferred, or Choice fares. Basic fares and Rapid Rewards® A-List Preferred and A-list Members are not eligible for free same-day change unless the Member purchases a qualifying fare.

Same-day standby: You can list for same-day standby on an earlier flight via a Southwest® Customer Service Agent at the airport or the Southwest app or mobile web. You will receive a message based on the contact preference selected during booking if you are cleared on the



U.S. General Services Administration

FY 2027 per diem rates for Kentucky

Daily lodging rates (excluding taxes) | October 2026 - September 2027

Primary destination	County	2026 Oct	Nov	Dec	2027 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Standard Rate	Applies for all locations without specified rates	\$113	\$113	\$113	\$113	\$113	\$113	\$113	\$113	\$113	\$113	\$113	\$113
Boone	Boone	\$119	\$119	\$119	\$119	\$119	\$119	\$119	\$119	\$119	\$119	\$119	\$119
Kenton	Kenton	\$170	\$170	\$170	\$170	\$170	\$170	\$170	\$170	\$170	\$170	\$170	\$170
Lexington	Fayette	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125
Louisville	Jefferson	\$180	\$132	\$132	\$132	\$185	\$185	\$185	\$185	\$158	\$158	\$158	\$180



U.S. General Services Administration

FY 2027 per diem rates for Kentucky

Meals and incidental expenses (M&IE) rates and breakdown

Primary destination	County	M&IE total	Breakfast	Lunch	Dinner	Incidental expenses	First and lastday of travel
Standard Rate	Applies for all locations without specified rates	\$68	\$16	\$19	\$28	\$5	\$51.00
Boone	Boone	\$68	\$16	\$19	\$28	\$5	\$51.00
Kenton	Kenton	\$86	\$22	\$23	\$36	\$5	\$64.50
Lexington	Fayette	\$80	\$20	\$22	\$33	\$5	\$60.00
Louisville	Jefferson	\$80	\$20	\$22	\$33	\$5	\$60.00



Ryan Cross



2027 National ESEA Conference Attendee Registration

Invoice Overview

Review your order below and then choose an option at the bottom of the page to continue.

Item	Description	Price
Early Bird In-Person Conference Registration	Includes access to all sessions listed on the 2027 Conference schedule.	\$699.00
Omni Hotel - Standard King (check in: 02/22/2027 check out: 02/26/2027)	Each room in this luxury hotel reflects the spirit of Louisville, featuring bourbon-inspired details, horse farm photography, and Louisville Slugger-inspired accents. Paired with crisp, inviting bedding, the design creates a seamless and memorable stay.	\$1,260.00

Item

Description

Price

Total: \$1,959.00

[Apply coupon](#)

[Pay Later](#)

[Pay Now](#)

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Conference

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