

LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

NOTE: See LCSD Board Policy DG: Travel Policy for all requirements.


Name(s) of Attendees Blake Cooper
SCHOOL Fernley Intermediate School
NAME OF CONFERENCE: 2025 National ESEA Conference
(Do Not Use Acronyms)
(ATTACH conference program information and provide website address)
CITY/STATE OF CONFERENCE: Austin, Texas
DATE OF DEPARTURE: 2/18/2025 DATE OF RETURN: 2/21/2025

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
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.

The National ESEA Conference is an annual project of the National Association of ESEA State Program Administrators (NAESPA), and the only conference focused entirely on federal education programs for disadvantaged students. What is learned at this conference will be used at Fernley Intermediate School for professional development. The strategies and techniques learned will be used and implemented to improve and help our student achievement.

TRAVEL APPROVED: Date 10/11/24



Site administrator or supervisor signature

TRAVEL APPROVED: Date 10/15/24



Superintendent or designee signature

District Office Use Only

Received by District Office Date: 10/14/24

Board Approved: Yes () No () Date: _____

Please ensure that you read and comply with Lyon County School District Policy DG: Travel Policy 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

	Total	District Office	Grant	School Site	Other
BUDGET# 280.633.0000.100.2213.330.10303 Registration Fees: Attendees <u>1</u> x <u>649</u> Reg. fee \$ 649	\$ 649	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUDGET# 280.633.0000.100.2213.580.10303 Travel By: <u>Southwest Air</u> \$ 477.95 (Air, district car, private car for personal convenience, etc.)	\$ 477.95	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BUDGET# 280.633.0000.100.2213.580.10303 Lodging: Room rate \$ <u>382</u> x <u>3</u> nights \$ 1146	\$ 1146	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(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 \$ <u>20</u> x <u>4</u> days \$ 80	\$ 80	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lunch \$ <u>22</u> x <u>4</u> days \$ 88	\$ 88	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dinner \$ <u>33</u> x <u>4</u> days \$ 132	\$ 132	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Incidental \$ <u>5</u> x <u>4</u> days \$ 20	\$ 20	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Substitutes: # of Days <u> </u> X \$ <u> </u> /day		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.) \$ 100	\$ 100	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Miscellaneous expenses: (attach explanation) \$ 2692.95 TOTAL EXPENSES	\$ 2692.95	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

Conference Information

Conference Dates & Times: 2/19/25-2/21/25 *see attached docs

Name of where conference/training is being held
(i.e. Hotel, School, College, Convention Center): Austin Convention Center in Austin, TX

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 DG: Travel Policy.

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

Date & Time you wish to DEPART: 02/18/25 @ 7:45am SW Airlines

Date & Time you wish to RETURN: 02/21/25 @12:05pm SW Airlines

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) : 187

All travelers agree to share lodging as appropriate?

Yes No

Register under what name(s)?

Blake Cooper

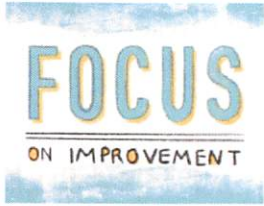
Name, Address, Phone number of
lodging establishment:

Hilton Austin Downtown, 500 E 4th St, Austin TX 78701

DEADLINE DATE : _____

Code Information: _____

NOTE: Please furnish a copy of any information you have on the conference, workshop, training, etc. Please email ORIGINAL travel form with SIGNATURES to Margaret Heim at the district office for approval.



NATIONAL  **ESEA CONFERENCE**

FEBRUARY 19-21, 2025 | AUSTIN, TX & ONLINE

Hotel Receipt for your recent stay at

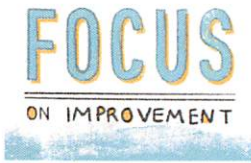
Hilton Austin Downtown
 500 East 4th Street
 Austin TX. 78701

Blake Cooper
 Fernley Intermediate School
 Fernley Intermediate School
 320 US HWY 95A South
 Fernley, NV 89408

Arrival: 02-18-2025
 Departure: 02-21-2025
 Confirmation: not yet available

Date	Description	Charges	Credits
	Reservation payment		1,146.00
02-18-2025	Accommodation	325.00	
02-18-2025	Mandated taxes and fees	57.00	
02-19-2025	Accommodation	325.00	
02-19-2025	Mandated taxes and fees	57.00	
02-20-2025	Accommodation	325.00	
02-20-2025	Mandated taxes and fees	57.00	
	Total:	1,146.00	1,146.00
	Balance:	0.00	

Thank you for making your reservation with the National Association of ESEA State Program Administrators. All room and tax payments for this stay were made to us, consequently any questions concerning this reservation must be directed to us at 800-256-6452; the hotel will not be able to provide details about payments reflected on this receipt.



NATIONAL ESEA CONFERENCE

FEBRUARY 19-21, 2025 | AUSTIN, TX & ONLINE

Bill to: Blake Cooper
Fernley Intermediate School
Fernley Intermediate School
320 US HWY 95A South
Fernley, Nevada 89408

Invoice # 2T5Z
Date 10/14/2024
Expires 11/13/2024

<u>Item</u>	<u>Description</u>	<u>Amount</u>
Early Bird In-Person Conference Registration	Includes all sessions listed on the 2025 Conference schedule	\$649.00
Hilton Austin Downtown: Standard Run of House	Blake Cooper 3 nights check in: 02/18/2025 check out: 02/21/2025 confirmation number not yet available	\$1,146.00 (\$975.00 plus \$171.00 taxes + fees)
Total:		\$1,795.00

<u>Payments</u>	<u>Amount</u>
10/14/2024 Credit Card (2580)	\$1,795.00
Total applied:	\$1,795.00

Status: No Payment Due **Balance Due: \$0.00**

No exceptions are made to the refund policy, including cases of weather or travel delays, illness, family emergencies, or unexpected work obligations. Travel insurance is strongly recommended to protect your investment. Even if you instruct someone else to log in to your account to complete your purchase, it is your responsibility to adhere to the Terms and Conditions. Please review them carefully.

Please note: Purchase Orders are not an accepted form of payment.

All payments are processed by ESEA Network. The vendor on credit card statements is listed as ESEA Network.

Make checks payable to: ESEA Network (EIN: 05-0487084)

*Mailing address:
ESEA Network
532 North Franklin Street
Fort Bragg, CA 95437
1-800-256-6452*

[Check Payment Instructions](#)



Thanks for flying with us!

Trip summary

Flight

CONFIRMATION #
2YWV9D

FEB 18 - 21
RNO **AUS**

FLIGHT TOTAL
\$477.95

2/18 - Austin

FEB 18 - 21
Reno/Tahoe, NV to Austin, TX

Confirmation # **2YWV9D**

PASSENGERS	EST. POINTS	EXTRAS	FARE
Blake Cooper	+ 2,394 ^{PTS}	—	Wanna Get Away

Departing 2/18/25 Tuesday

Wanna Get Away \$160.35
(Passenger x1)

DEPARTS **7:45 AM** **RNO**
Reno

ARRIVES **9:15 AM** **LA**
Las Vegas

stop 1: Las Vegas, NV - LAS




FLIGHT

Southwest

Don't miss out on points!







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[Learn more](#) [Not Now](#)

	<p>DEPARTS 10:20 AM</p> <p>ARRIVES 2:55 PM</p>	<p>LAS Las Vegas, NV - LAS</p> <p>AUS Austin, TX - AUS</p>	<p>FLIGHT 358  </p> <p>SCHEDULED AIRCRAFT Boeing 737 MAX8 <i>Subject to change</i></p> <p>TRAVEL TIME 2hr 35min</p>	<p>SUBTOTAL \$160.35</p>
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Returning 2/21/25 Friday

Wanna Get Away \$238.49
(Passenger x1)

	<p>DEPARTS 12:05 PM</p> <p>ARRIVES 1:10 PM</p> <p>stop 1: Las Vegas, NV - LAS</p> <p>DEPARTS 2:35 PM</p> <p>ARRIVES 4:10 PM</p>	<p>AUS Austin, TX - AUS</p> <p>LAS Las Vegas, NV - LAS</p> <p>LAS Las Vegas, NV - LAS</p> <p>RNO Reno/Tahoe, NV - RNO</p>	<p>FLIGHT 1900  </p> <p>SCHEDULED AIRCRAFT Boeing 737 MAX8 <i>Subject to change</i></p> <p>TRAVEL TIME 3hr 5min</p> <p></p> <p>FLIGHT 4237  </p> <p>SCHEDULED AIRCRAFT Boeing 737 MAX8 <i>Subject to change</i></p> <p>TRAVEL TIME 1hr 35min</p>	<p>SUBTOTAL \$238.49</p>
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Taxes & fees \$79.11

Flight total **\$477.95**

Icon legend

-  WiFi available
-  Live TV available
-  Change planes

Helpful Information:

- Starting July 1, 2023 (12:00 a.m. CT), for Wanna Get Away® or Wanna Get Away Plus™ reward travel reservations (booked with points): If you do not cancel your reservation at least 10 minutes before the flight's original scheduled departure time, any points used for booking will be forfeited, along with any taxes and fees associated with your reward travel reservation. For Anytime or Business Select® reward travel reservations: the points used for booking will be redeposited to the purchaser's Rapid Rewards® account, and any taxes and fees associated with the reward travel reservation will be converted into a Transferable Flight Credit™ for future use.
- Please read the [fare rules](#) associated with this purchase.
- When booking with Rapid Rewards points, your pc
- Cash + Points bookings will not earn Rapid Rewards points.
- **REAL ID Requirement:** Do you have a REAL ID? card, or another acceptable form of ID (such as a l and additional information regarding REAL ID req



Don't miss out on points!

Sign up for Rapid Rewards and earn points on every flight. It's quick, easy, and free to join!

Payment summary

PAYMENT INFORMATION

AMOUNT PAID



Visa 2580
XXXXXXXXXXXX2580
Expiration: 1/27

CARD HOLDER
BLAKE COOPER

BILLING ADDRESS
**25 E GOLDFIELD AVE
YERINGTON, NV US 89447**

\$477.95

Total charged

SUBTOTAL	\$398.84
TAXES & FEES	\$79.11
TOTAL DOLLARS	\$477.95

[Show price breakdown](#)



Don't miss out on points!

Sign up for Rapid Rewards and earn points on every flight. It's quick, easy, and free to join!



Attendee Guide

Hosted by NAESPA - the National Association of ESEA State Program Administrators

This year's theme:

FOCUS ON IMPROVEMENT

This conference serves as a valuable reminder to prioritize the continual progress towards improvement. It urges us to make a conscious effort to exchange effective strategies and best practices that empower us as educators to reshape the educational opportunities for children.

This year's theme implores us to be deliberate in identifying our constant areas of focus, whether refining instruction to elevate student achievement or self-improvement. Having a clear focus on our student's academic growth and an unyielding belief in the possibility of improvement, we approach this Conference as an invaluable opportunity to enhance our collective capacity to make today better than yesterday and build improved tomorrows for our students and those dedicated to their service.

- Beth Wooster, 2025 Conference Planning Committee Chair



February 19-21, 2025
Austin, Texas
at the Austin Convention Center
& Online

Federal programs practitioners from around the country will convene in Austin and online for meaningful and timely professional development – you've got to be there!

**"The keynotes were absolutely incredible.
This conference was well organized and I can't wait to return!"**

- 2024 National ESEA Conference Attendee

What is the ESEA Conference?

The National ESEA Conference is an annual project of the National Association of ESEA State Program Administrators (NAESPA) and the only conference focused entirely on federal education programs for disadvantaged students. The Conference emphasizes the critical nature of doing what's right and what's needed today - to help every child succeed and achieve at high levels.

The Elementary and Secondary Education Act (ESEA) was signed into law in 1965 by President Lyndon B. Johnson as a legislative priority of the "War on Poverty." ESEA has undergone several forms of reauthorization, which initiated and augmented educational programs designed to improve the quality of elementary and secondary education in the United States. Title I, Part A is the largest federally funded ESEA program designed to address the educational needs of underprivileged children. The following Elementary and Secondary Education Act (ESEA) and related programs serve as the cornerstone for all sessions and programming of the National ESEA Conference:

- **Title I, Part A** - Education for the Disadvantaged
- **Title I, Part C** - Education of Migratory Children
- **Title I, Part D** - Neglected & Delinquent
- **Title II, Part A** - Supporting Effective Instruction
- **Title III, Part A** - English Learners & Immigrant Education
- **Title IV, Part A** - Student Support & Academic Enrichment
- **Title IV, Part B** - 21st Century Community Learning Centers
- **Title V, Part B** - Rural Education Initiative
- **Title VI, Part A** - Indian, Native Hawaiian, and Alaska Native Education
- **Title VII, Part B** - McKinney-Vento Homeless Assistance Act, Education for Homeless Children and Youth
- **IDEA** - Individuals with Disabilities Act (Special Education)



Welcome!

A Dual Approach

We hope you will join us in Austin. If travel restrictions, cost, or other factors prevent you from attending the Conference in person, don't worry – you can still be a part of the action! We offer a virtual registration option allowing you to participate in live sessions, access the same great content, and interact with your colleagues from a remote location.

"The virtual experience was amazing! The sessions were easy to attend and locate on the online platform."

-2024 National ESEA Conference attendee

Session Formats

We're pleased to offer four types of sessions, which allow both the in-person and virtual audience access to each and every session on the schedule.

Hybrid Lecture sessions are presented in-person in Austin, while simultaneously live-streamed to the virtual audience. Lecture sessions are recorded for later viewing by all audiences. (60 minutes)

In-Person Workshop sessions involve an interactive component, with the presenter(s) in-person in Austin. In-person workshop sessions are recorded for later viewing by all audiences. (60 minutes)

Virtual Workshop sessions involve an interactive component, with both the presenter(s) and audience participating virtually. Virtual workshop sessions are recorded for later viewing by all audiences. (60 minutes)

Sponsored sessions take place in-person in Austin. Presented by our commercial partners, these sessions may include references to products and services of interest to the ESEA community. Sponsored sessions follow the same formats referenced above. (60 minutes)

Health and Safety

The health and safety of our attendees, presenters, and exhibitors is our highest priority. All in-person conference participants must be willing and available to adhere to any and all health and safety requirements in place at the time of the Conference as specified by the Association, Show Management, the host venue, or any governmental authority. We look forward to seeing you in Austin!

Conference Schedule

Times shown are listed in Central Time
(local time Austin, TX)

Tuesday, February 18

12:00 PM – 9:00 PM - Badge Pick Up

Wednesday, February 19

7:00 AM – 5:00 PM - Badge Pick Up

8:00 AM – 9:30 AM - Opening Keynote

9:15 AM – 4:30 PM - Exhibit Hall Open

9:30 AM – 10:00 AM - Morning Break

10:00 AM – 12:45 PM - Concurrent Sessions

1:00 PM – 2:15 PM - Dedicated Exhibit Hall & Sponsored Sessions

2:15 PM – 2:45 PM - Midday Break

2:45 AM – 5:30 PM - Concurrent Sessions

Thursday, February 20

7:00 AM – 4:30 PM - Badge Pick Up

8:00 AM – 9:15 AM - Keynote

9:00 AM – 3:00 PM - Exhibit Hall Open

9:15 AM – 9:45 AM - Morning Break

9:45 AM – 12:30 PM - Concurrent Sessions

12:45 PM – 2:00 PM - Dedicated Exhibit Hall & Sponsored Sessions

2:00 PM – 2:30 PM - Midday Break

2:30 AM – 5:15 PM - Concurrent Sessions

Friday, February 21

8:00 AM – 3:30 PM - Badge Pick Up

9:00 AM – 10:15 AM - Keynote

10:30 AM – 4:15 PM - Concurrent Sessions

Schedule subject to change.

Complete schedule with session details will be available in fall 2024.

"I left the ESEA conference this year inspired and filled with a renewed hope in our education system across the country. There is profound hope when networks of caring individuals come together to address best practice and how to support our young people."

– 2024 National ESEA
Conference Attendee

Registration Options

Purchase early for the best price!

Virtual and In-Person Registrations are priced the same.

	Individual	Group Package Mix & Match in-person and virtual registrations
2024	June	\$609 each Group Rate (10 or more people) June 3 - November 30
	July	
	August	
	September	
	October	
	November	
2025	December	No Group Packages available after November 30
	January	
	February	

Every Registration Includes:

- 120+ sessions over three days
- Keynote presentations
- 3-month subscription to all session recordings
- Conference Guide - PDF
- Downloadable session materials
- Individual attendance record
- Option to earn graduate-level extension credits
- Virtual Exhibitor Directory

Each In-Person Registration Includes All the above PLUS:

- Attendee-to-attendee networking in-person
- Printed Conference Guide
- Conference App
- Exhibit Hall access for two days
- Lodging at special attendee rates

Group Registration

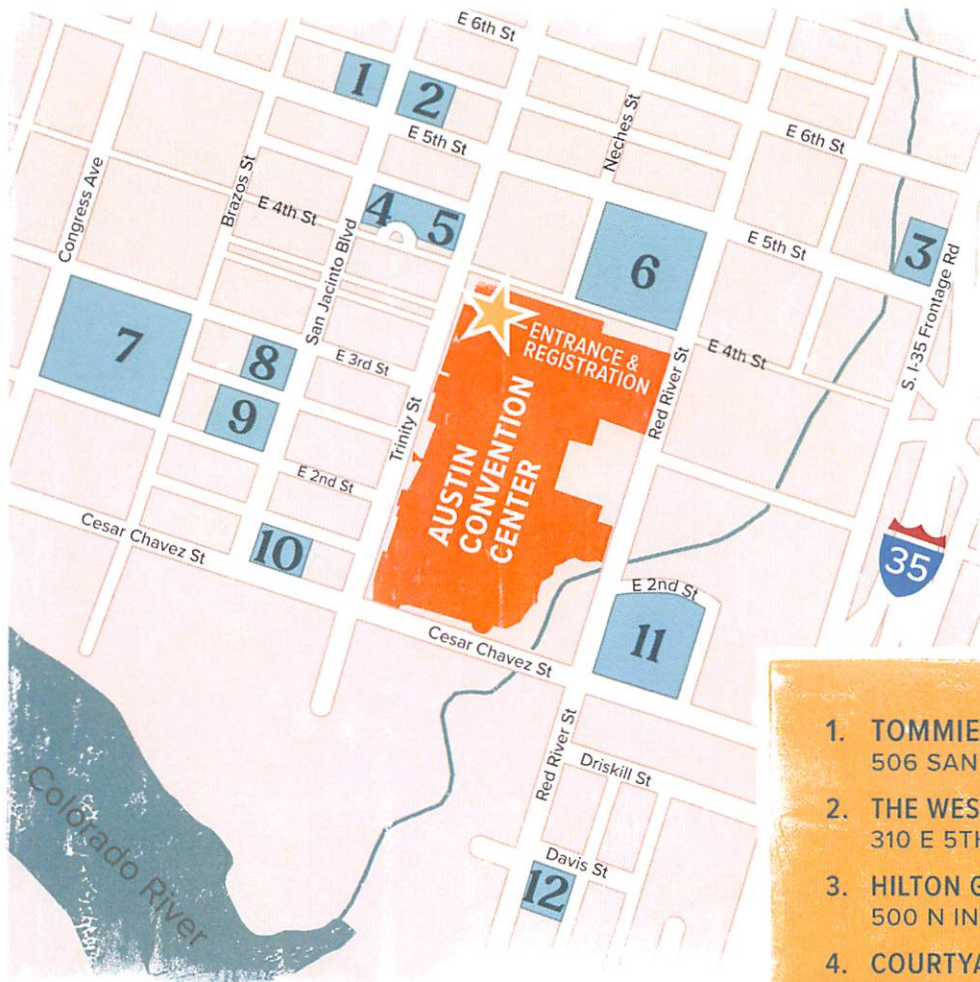
We're excited to offer a special group discount for ten or more attendee registrations purchased together. Both in-person and virtual registrations may be included in the group of at least ten. This enables schools, districts, or other groups to save on registration costs, pay for multiple attendees in one easy step, and have the flexibility to assign individual attendee names and choose the types of registration, closer to the event.

For group packages of 10 or more attendees, a coupon code will be emailed to the purchaser's account as soon as payment is processed. When they're ready to register, each attendee in your group will enter the coupon code in their account Dashboard at checkout to activate their registration.

Continuing Education

Attendees may earn up to two graduate-level extension credits (GLECs) for attending a majority of Conference sessions. First, register for the Conference, then [enroll here](#) through the University of San Diego. (Extra \$79 fee applies, enrollment open June 3, 2024 through March 31, 2025.)

Hotels



Hotel Pricing

The National ESEA Conference contracts with several local hotels to ensure the best possible rates. Hotel prices are subject to change.

Hotel rooms are charged at a flat rate. All locally mandated taxes and fees have been paid in advance by the Conference and are itemized on invoices for transparency. Attendees are offered the same flat rates on hotel reservations, regardless of tax-exempt status.

Policies

All reservations are made via the event section of your account Dashboard and require payment in full, in advance. In-person registration is required prior to securing a hotel reservation. Hotels will not sell rooms directly to attendees within the conference block nor at the conference rates. Refunds are available on cancelled hotel reservations in accordance with the same sliding-scale refund policy as registration items. A reduction in the number of nights of a hotel reservation is considered a cancellation, and the same refund scale is applied to the cost of each reduced night of the stay.

1. **TOMMIE AUSTIN - JDV BY HYATT (\$352*)**
506 SAN JACINTO BLVD
2. **THE WESTIN (\$412*)**
310 E 5TH ST
3. **HILTON GARDEN INN (363*)**
500 N INTERSTATE HWY 35
4. **COURTYARD BY MARRIOTT (\$352*)**
300 E 4TH ST
5. **RESIDENCE INN BY MARRIOTT (\$352*)**
300 E 4TH ST
6. **HILTON AUSTIN (\$382*)**
500 E 4TH ST
7. **JW MARRIOTT AUSTIN (\$481*)**
110 E 2ND ST
8. **HYATT PLACE AUSTIN DOWNTOWN (\$352*)**
211 E 3RD ST
9. **HAMPTON INN & SUITES (\$352*)**
200 SAN JACINTO BLVD
10. **AUSTIN MARRIOTT DOWNTOWN (\$469*)**
304 E CESAR CHAVEZ ST
11. **FAIRMONT AUSTIN (\$469*)**
101 RED RIVER ST
12. **HOTEL VAN ZANDT (\$369*)**
605 DAVIS ST

**All prices include tax*



FY 2025 Per Diem Rates for Austin, Texas

Meals & Incidental Expenses (M&IE) rates and breakdown

Primary Destination	County	M&IE Total	Breakfast	Lunch	Dinner	Incidental Expenses	First & LastDay of Travel
Austin	Travis	\$80	\$20	\$22	\$33	\$5	\$60.00



FY 2025 Per Diem Rates for Austin, Texas

Daily lodging rates (excluding taxes) | October 2024 - September 2025

Primary Destination	County	2024 Oct	Nov	Dec	2025 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Austin	Travis	\$173	\$173	\$173	\$187	\$187	\$187	\$173	\$173	\$173	\$173	\$173	\$173