

**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 Act Conference (Title 1)
(Do Not Use Acronyms)

(ATTACH conference program information and provide website address)

CITY/STATE OF CONFERENCE: Denver, Colorado

DATE OF DEPARTURE: 2/9/2026

DATE OF RETURN: 2/13/2026

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.

The 2026 National Elementary and Secondary Education Act (ESEA) Conference in Denver, themed "Cultivating Communities for Student Success," is dedicated to enhancing the connections between schools, families, and communities to ensure all students thrive. This event unites educators, administrators, and federal program leaders from across the nation to exchange successful methods for coordinating and integrating ESEA programs, such as Title 1. The sessions focus on collaboration and innovative approaches to support underserved learners, including those from rural, migratory, and homeless backgrounds. Attendees will learn how to optimize federal resources, synchronize initiatives, and apply evidence-based practices to boost academic results for every student. Participating in the ESEA Conference positively affects school climate, culture, and student learning by promoting alignment, inspiration, and teamwork among staff. We will come back with fresh strategies to enhance inclusive, student-centered environments and foster a culture of belonging and shared responsibility. Learning from national best practices inspires innovation, reflective practice, and data-driven improvement, enabling more effective use of resources and tailored support for diverse learners. Ultimately, attending this conference will aid in creating stronger, more interconnected systems where every student feels valued and supported throughout their educational journey.

TRAVEL APPROVED: Date _____



Site administrator or supervisor signature

TRAVEL APPROVED: Date 11/12/25



Superintendent or designee signature

District Office Use Only

Received by District Office

Date: 11/12/25

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

BUDGET# 280.633.0000.000.2400.330.10605.26.000

Registration
Fees:

Attendees 1 x 719 Reg. fee

\$ 719.00

Total

District Office	Grant	School Site	Other
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

BUDGET# 280.633.0000.000.2400.580.10605.26.000

Travel By:

Air

\$ 519

(Air, district car, private car for personal convenience, etc.)

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	-------------------------------------	--------------------------	--------------------------

BUDGET#

Lodging:

Room rate

\$

x

nights

\$

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------	--------------------------

(Use GSA ratings for lodging and meals www.gsa.gov ATTENDEE WILL OWE DIFFERENCE if applicable) lodging receipts must be obtained and sent to District Office upon return.

Meals:

Breakfast

\$

23

x

4

days

\$

92

Lunch

\$

26

x

4

days

\$

104

Dinner

\$

38

x

4

days

\$

152

Incidental

\$

5

x

4

days

\$

20

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	-------------------------------------	--------------------------	--------------------------

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	-------------------------------------	--------------------------	--------------------------

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	-------------------------------------	--------------------------	--------------------------

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	-------------------------------------	--------------------------	--------------------------

Substitutes:

of Days

0

x

\$0

/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

\$

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	-------------------------------------	--------------------------	--------------------------

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------	--------------------------

Other Miscellaneous expenses: (attach explanation)

\$

1706

TOTAL EXPENSES

<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: 2/10/26 (8:00am)-2/12/26 (4:15 pm)

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

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: 2/9/26 at 2:35 PM

Date & Time you wish to RETURN: 2/13/26 at 7:55 AM

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) : _____

All travelers agree to share lodging as appropriate?

☒ Yes ☐ No

Register under what name(s)?

Name, Address, Phone number of
lodging establishment:

DEADLINE DATE: 12/1/2025

Code Information: Book through ESEA Conference Website

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.

FEB 9 - 13
✈ RNO → DEN

Trip & Price Details

Price Passengers Seats Payment Confirmation

✈ Flight [Modify](#)

✈ Mon 2/9	# 4185 RNO 2:35 PM	→ DEN 5:45 PM	2 hr 10 min	Nonstop	Choice Preferred	Base fare 1 Passenger(s)	\$455.22
						Taxes and fees	\$84.74
						Flight total	\$519.96

1 Passenger | [Reserve your seats](#) when booking

or from \$51/mo*
with [Rapid Rewards](#) [Learn more](#)

✈ Fri 2/13	# 4291 DEN 7:55 AM	→ RNO 9:30 AM	2 hr 35 min	Nonstop	Choice Preferred		

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

✈ Upgrade Flight

Upgrade to Choice Extra



All the benefits of Choice Preferred and:

- ✓ **NEW** Choose an Extra Legroom seat at booking¹⁵
- ✓ **NEW** Group 1-2 boarding¹⁶
- ✓ Two free checked bags²
- ✓ 14x Rapid Rewards® points per dollar³
- ✓ Premium drink¹³

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

Prices shown per passenger, per one-way.

☐ Upgrade departing trip for \$46☐ Upgrade returning trip for \$45☐ Upgrade both for \$91[Apply upgrade](#)



U.S. General Services Administration

FY 2026 per diem rates for Denver, Colorado

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
Boulder / Broomfield	Boulder / Broomfield	\$80	\$20	\$22	\$33	\$5	\$60.00
Denver / Aurora	Denver / Adams / Arapahoe / Jefferson	\$92	\$23	\$26	\$38	\$5	\$69.00



U.S. General Services Administration

FY 2026 per diem rates for Denver, Colorado

Daily lodging rates (excluding taxes) | October 2025 - September 2026

Primary destination	County	2025 Oct	Nov	Dec	2026 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Boulder / Broomfield	Boulder / Broomfield	\$173	\$125	\$125	\$125	\$125	\$125	\$125	\$173	\$173	\$173	\$173	\$173
Denver / Aurora	Denver / Adams / Arapahoe / Jefferson	\$215	\$165	\$165	\$165	\$165	\$165	\$215	\$215	\$215	\$215	\$215	\$215



ATTENDEE GUIDE

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

This year's theme:

CULTIVATING COMMUNITIES

*for
Student Success*

**FEBRUARY 10-12, 2026
DENVER, COLORADO
AT THE COLORADO
CONVENTION CENTER
and ONLINE**

**JOIN COLLEAGUES FROM
ACROSS THE NATION
FOR A DYNAMIC AND
TIMELY PROFESSIONAL
DEVELOPMENT EXPERIENCE.**

**THIS IS YOUR CHANCE TO
ENGAGE, LEARN, AND GROW
WITH EXPERTS IN THE FIELD –
YOU WON'T WANT TO MISS IT!**

A supportive community is a place where individuals feel valued, heard, and empowered to thrive, fostering connection and acceptance regardless of background or identity. This community effort, aimed at student success, is exemplified in both rural and urban schools, where school leaders cultivate a community within the school that extends into the larger town or regional community. These communities work together to overcome barriers to student success. Drawing from my personal experience as a high school dropout, it was this sense of community in a Print Shop class, led by a supportive teacher and aided by community-based organizations, that facilitated my graduation and college attendance. In these communities the students feel seen, heard, and valued by the teachers, parents, counselors, administrators, and others, who collectively work to address barriers. Federal programs, such as the ESEA programs are the bridges that connect people to resources that overcome gaps or barriers preventing student success. They are crucial for cultivating communities for student success.

- Jason Miller, NAESPA President-Elect

**"I LEARNED SO MUCH AND HAD AN AMAZING TIME. THIS CONFERENCE WAS
INVALUABLE AND I AM SO EXCITED TO PUT INTO PRACTICE WHAT I'VE LEARNED!"**

- 2025 National ESEA Conference Attendee

WELCOME!

A DUAL APPROACH

The 2026 National ESEA Conference offers two meaningful ways to engage:

Join us in Denver - where in-person sessions, valuable networking, and shared experiences take center stage.

Prefer to attend remotely? Register virtually to access live-streamed sessions, on-demand content, and interactive opportunities—from wherever you are.

No matter how you attend, you'll receive the same powerful content and connect with a nationwide community of educators committed to student success.

"THIS IS A FANTASTIC CONFERENCE AND THE HYBRID/ VIRTUAL FUNCTION IS OUTSTANDING. VIDEOS WERE AVAILABLE TO REVIEW IMMEDIATELY AND THE QUALITY WAS TOP NOTCH."

-2025 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 Denver, 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 Denver. In-person workshop sessions are recorded for later viewing by all audiences. (60 minutes)

Hybrid Workshop sessions are presented in-person in Denver, while simultaneously live-streamed to the virtual audience. Workshop sessions involve an interactive component, with the audience seated at round tables. Workshops are recorded for later viewing by all audiences. (60 minutes)

Sponsored sessions take place in-person in Denver. 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 & 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 Denver!

CONFERENCE SCHEDULE

Times shown are listed in Mountain Standard Time
(local time Denver, CO)

MONDAY, FEBRUARY 9

12:00 PM – 9:00 PM - Badge Pick Up

TUESDAY, FEBRUARY 10

7:00 AM – 5:00 PM - Badge Pick Up

8:00 AM – 9:30 AM - Opening Keynote

9:15 AM – 4:45 PM - Exhibit Hall Open

9:30 AM – 10:30 AM - Explore the Exhibit Hall

10:30 AM – 4:00 PM - Concurrent Sessions

4:15 PM – 5:30 PM - Sponsored Sessions

WEDNESDAY, FEBRUARY 11

7:45 AM – 5:00 PM - Badge Pick Up

8:00 AM – 9:15 AM - Keynote

9:15 AM – 3:00 PM - Exhibit Hall Open

9:30 AM – 12:15 PM - Concurrent Sessions

12:15 PM – 1:15 PM - Explore the Exhibit Hall

1:15 PM – 4:00 PM - Concurrent Sessions

4:15 PM – 5:15 PM - Sponsored Sessions

THURSDAY, FEBRUARY 12

8:45 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 2025.

"FROM MOTIVATIONAL
SESSIONS TO HANDS-
ON LEARNING, THE
CONFERENCE PROVIDED AN
EXCELLENT OPPORTUNITY
TO REFLECT, GROW, AND
CONNECT WITH LIKE-
MINDED PROFESSIONALS. I
LEFT FEELING ENERGIZED,
MORE KNOWLEDGEABLE,
AND EXCITED TO
IMPLEMENT WHAT I'VE
LEARNED. IT WAS A TRULY
VALUABLE EXPERIENCE."

- 2025 National ESEA
Conference Attendee

REGISTRATION OPTIONS

Virtual and In-Person Registrations are priced the same.

	INDIVIDUAL	GROUP PACKAGE <small>Mix & Match in-person and virtual registrations</small>
2025		
JUNE		
JULY		
AUGUST	\$649	\$609^{EACH}
SEPTEMBER	EARLY BIRD June 3 - October 31	GROUP RATE (10 or more people) June 3 - October 31
OCTOBER		
2026		
NOVEMBER		
DECEMBER	\$719	
JANUARY	STANDARD Starting November 1	No Group Packages available after October 31
FEBRUARY		

EVERY REGISTRATION INCLUDES:

- 100+ sessions over three days
- Keynote presentations
- 3-month subscription to all session recordings
- Conference Guide
- 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

PURCHASE EARLY FOR THE BEST PRICE!

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, 2025 through March 31, 2026.)