LYON COUNTY SCHOOL DISTRICT TRAVEL REQUEST

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

Name(s) of Attendees	Matia Dreyer				
SCHOOL	Smith Valley Schools				
(Do Not Use	CONFERENCE: National A				
(ATTACH conf	ference program information and	provide website addre	255)		_
CITY/STAT	E OF CONFERENCE:	Nashville TN			
DATE OF D	EPARTURE: 12/8/25		DATE OF RETURN:	12/12/25	
			trict Performance Plan	Mandated by the district Related to our School	
Provide a de	etailed description below o	f the focus of the	conference, and how at	tending will have a positive	>
impact on cl	limate, culture, and student	learning.			
workshops teaching pr Additionally so I will be Attending to	actices, network with pee	pricultural educaters, and stay abrest held in conjunctions as part of allow me to:	ors, providing invaluate east of the latest trends tion with the ACTE Ca my professional grow	ple opportunities to enhand in agricultural education. ireerTech Vision conferend th.	
developme school's ag • Earn Prof contribute t • Network v	int, classroom manageme pricultural education progra essional Development Cra to my ongoing professiona with Industry Leaders: I wi ins, fostering collaboration	ent, and innovative am and specific to edits: Each sessed development at the to connect is that can enhare	e teaching strategies, to my needs as an agrion I attend will allow rand certification require with fellow educators,	directly applicable to our icultural educator. ne to earn credit hours the ements. industry professionals, an	
TRAVEL AP	PROVED: Date 7/31	125	Site administrator or su	pervisor signature	_
TRAVEL AP	PROVED: Date		Superintendent or desi	gnee signature	_
District Offic	•				
Received by	District Office Da	te: 8/11/25			
Board Appro	oved: Yes () No () Da	te:			

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 b	y a grant oi	ot	her, sp	ecify grant,	other nam	ne h	ere:	al			
BUDGET#	280.631.0	00	0.300.2	2213.330.10	000.00.000	0	Total	District Office	Grant	School Site	Other
Registration Fees:	Attende	ees	1	_x 595	Reg. fee	\$	595		~		
BUDGET#	280.631.00	00.	300.22	213.580.100	000.00.000	0					
Travel By:	Air					\$	356.35		V		
(Air, district	car, private ca	ir fo	rp erso	n al conveni	ene, etc.)						1
BUDGET#	280.631.00	00.	300.22	13.580.100	00.00.000	0					
Lodging:	Room rate	\$	121	x 4	nights	\$	484		~		
	E if applicable						SE WILL OWE sent to District				
Meals:	Breakfast	\$	22	_x 4	days	\$	88		~		
	Lunch	\$	23	x 5	days	\$	115		1		
	Dinner	\$	36	_x 5	days	\$	180		1		
	Incidental	\$	5	_x 5	days	\$	25		/		
Substitutes:	# of Days	5		_ x	/day		975			~	
Other transp shuttle, park						\$	100		1		
Other Miscel	llaneous expe	nse		ch explanatio		\$	2,918.35				

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

Conference Information Conference Dates & Times: December 9-12 Name of where conference/training is being held (i.e. Hotel, School, College, Convention Center): Gaylord Opryland Resort and 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:	12/8/25 8:55am	
Date & Time you wish to RETURN:	12/12/25 6PM	
List any special notes here:		
Are you renting a car? Yes	No How many days?	
Note: Car insurance should be de	<u>clined as the</u> dist r ict insurance provides ade <u>q</u>	uate coverage <u>.</u>
		
Lodging Information		
Note: Lodging must be made by Al credit card charges.	ttendee or Site for purchase order payments o	nly. No district office
Lodging	All travelers agree to share lodging as	
Lodging GSA (Per Diem Rate) : 248	- appropriate?	Yes No_
Register under what name(s)?		Yes No
	- appropriate?	Yes No
Register under what name(s)?	- appropriate?	
Register under what name(s)? Name, Address, Phone number of	Sydney Botts	

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

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

NAME OF CONFERENCE: National Association of Agricultural Educators (Do Not Use Acronyms) (ATTACH conference program information and provide website address) CITY/STATE OF CONFERENCE: Nashville TN DATE OF DEPARTURE: 12/8/25 DATE OF RETURN: 12/12/25 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 Cother 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 2025 National Association of Agricultural Educators (NAAE) Convention, scheduled for December 8–12, 2025, in Nashville, Tennessee is the premier professional development event offers over 80 workshops tailored specifically for agricultural educators, providing invaluable opportunities to enhance teaching practices, network with peers, and stay abreast of the latest trends in agricultural education. Additionally, the NAAE Convention is held in conjunction with the ACTE CareerTech Vision conference so I will be able to attend both conventions as part of my professional growth. Attending the NAAE Convention will allow me to: - Engage in Specialized Workshops: I will be able to attend sessions focused on curriculum development, classroom management, and innovative teaching strategies, directly applicable to our school's agricultural education program and specific to my needs as an agricultural educator. - Earn Professional Development Credits: Each session I attend will allow me to earn credit hours that contribute to my ongoing professional development and certification requirements. - Network with Industry Leaders: I will get to connect with fellow educators, industry professionals, and organizations, fostering collaborations that can enhance our program's resources and opportunities. - Site administrator or supervisor signature - Site administra	Name(s) of Attendees	Sydney Bott	s				
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TRAVEL APPROVED: Date 8-//-25 Superintendent or designee signature District Office Use Only Received by District Office Date: 8/11/25	developmen school's agri • Earn Profe contribute to • Network wi organization	t, classroom micultural educal ssional Develo my ongoing path Industry Leas, fostering col	anagemention programment Creerofessional aders: I will laborations	t, and innovative and specific to dits: Each sessing development and get to connect	e teaching strategies to my needs as an aq ion I attend will allow and certification requi with fellow educators	s, directly applical gricultural educate me to earn credi irements. s, industry profes	ble to our or. it hours that sionals, and
District Office Use Only Received by District Office Date: 8/11/25	TRAVEL APPI	ROVED: Date	3.11.25		Site administrator or	supervisor signature	<u> </u>
Received by District Office Date: 8/11/25	TRAVEL APPI	ROVED: Date	8-11-25	•	Superintendent or de	signee signature	-
•	District Office	Use Only					
•	Received by D	istrict Office	Date	8/11/25			
	Board Approve	ed: 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.

	750000		EST	TIMATED L	EXPE	ENSES				
If funded b	by a grant of	r other, sp	pecify grant	other nan	ne h	Perkins Loc ere:	al			
BUDGET# Registration Fees:			2213.330.10 x 595	0000.00.00 Reg. fee	- \$	Total 595	District Office	Grant	School Site	Other
	280.631.00	00.300.2	213.580.10		0		35.7	6921-1 14 - 41		
	Air car, private ca	ar for pers	onal convenie	nce, etc.)	\$	356.35		V		
BUDGET#	280.631.00	00.300.2	213.580.10	00.00.00	0					
Lodging:	Room rate	^{\$} 121	x 4	nights	_ s	484		~		
	E if applicab					E WILL OWE sent to District	100			
Meals:	Breakfast	\$ 22	x 4	days	\$	88		~		
	Lunch	\$ 23	_x 5	days	\$	115	10	~		
	Dinner	\$ 36	x 5	days	\$	180		~	T q	
	Incidental	\$ 5	_x 5	days	\$	25		~		
Substitutes:	# of Days	5	_ x _{\$} 195	day		975			~	
	ortation fees: ing, mileage (\$	100		~		
Other Miscel	llaneous expe		ch explanatio		ş S	2,918.35				

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

Conference Information	<u>on</u>
_	December 9-12
Name of where conference/train (i.e. Hotel, School, College, Conv	ing is being held ention Center): Gaylord Opryland Resort and Convention Center
Airline Information	
airfare, lodging, and conference r	d travel arrangements will only be made after school board approval. Only egistration are eligible for payment prior to traveling. All other expenses er LCSD Policy GBCF: Work-Related Travel.
	d most economical flight schedule (i.e. Southwest, Delta, United, etc.)
Date & Time you wish to DEPAR	12/8/25 8:55am
Date & Time you wish to RETUR	^{IN:} 12/12/25 6PM
List any special notes here:	
Are you renting a car? Yes	No How many days? declined as the district insurance provides adequate coverage.
	addition as the manual province and a second control of the second
Lodging Information	
Note: Lodging must be made by credit card charges.	Attendee or Site for purchase order payments only. No district office
Lodging GSA (Per Diem Rate) : 248	All travelers agree to share lodging as appropriate? Yes No
Register under what name(s)?	Sydney Botts
Name, Address, Phone number of	
lodging establishment:	Fairfield Inn 211 Music City Circle, Nashville TN 37214

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.

Code Information:

DEADLINE DATE:



FY 2025 per diem rates for nashville, Tennessee 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
Nashville	Davidson	\$248	\$217	\$217	\$217	\$217	\$217	\$217	\$217	\$217	\$217	\$217	\$248



FY 2025 per diem rates for nashville, Tennessee 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
Nashville	Davidson	\$86	\$22	\$23	\$36	\$5	\$64.50



BONVOY

Fairfield Inn & Suites Nashville At Opryland

₫ 0 % ★ 4.2 (981)

STAY DATES (4 NIGHTS)

Edit

Mon, Dec 08 → Fri, Dec 12

ROOMS & GUESTS 1 Room, 1 Guest

SPECIAL RATES

Lowest Regular Rate

Use Points/Awards

Select a Room and Rate

¿ You can select accessible room options after choosing a room.

Showing 4 Results

Show with taxes and fees

Default ~



Guest room, 2 Queen

Room Details

Rates from

121 USD Avg/Night 484 Total Per Room

+ View Rates







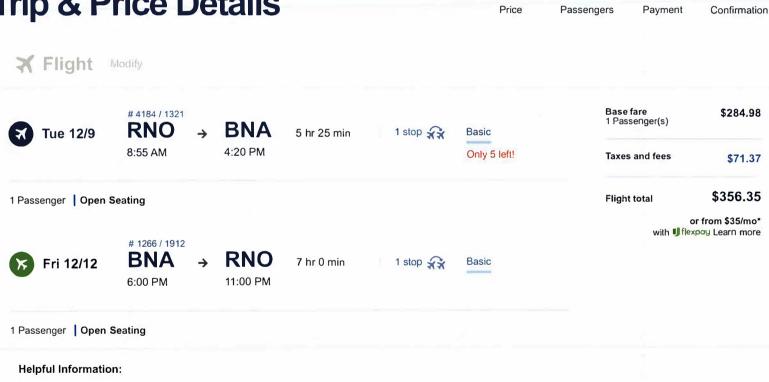




You chose a Basic fare

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 bag fees may apply.

Trip & Price Details



- · 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 <u>Southwest.com/rrterms</u>



2025 Convention

Convention Home

Schedule

Housing and Travel

▶ Registration

Exhibit

Convention Attendee Resources

Sponsorship Opportunities

Registration

NAAE members receive a \$30.00 discounted rate for NAAE Convention and ACTE CareerTech Vision! Make sure you are paying the NAAE rate through our link and marking "Agricultural Education" as your field of specialization.

Registration Costs

	Advance (through 10/13)	Regular
NAAE Convention ACTE Member	\$625	\$675
NAAE Convention NAAE Member	\$595	\$645

NAAE Convention Non-Member	\$815	\$865
NAAE Convention NAAE Student Member	\$180	\$195

Click here to Register for the 2025 NAAE Convention

How to register at NAAE Member Rate:

- 1. On the NAAE registration page, you will be prompted to enter your email address. Please use the email address that is associated with your ACTE account. This will pre-populate your information on the registration form. If you do not have an ACTE account, please use the "If this is your first ACTE event..." option.
- 2. If your information is not auto-populated, complete the required fields (in red).? **Under the "Field** of Specialization" be sure to select Agricultural Education.
- 3. On the NAAE registration page you will see the option to register as either an NAAE member or a NAAE student member, in addition to additional ACTE event add-ons. Please select accordingly. Remember, this option will register you for the both NAAE and ACTE conventions. There is no need to register for each convention separately.
- 4. After all your events and registration selections are complete, proceed to the next page for review, and then payment options.

Instructions to Register on Behalf of an Attendee or Multiple Attendees

Frequently Asked Questions

What does registration include?	+
If I applied for an NAAE Award, should I register for NAAE Convention or wait?	+
Help! After entering my email address, my membership status reads "Non-Membe	r." +
What if the NAAE Registration Rate is <i>not</i> listed as a rate option?	+
What if my contact information is auto-populated (grey fields), how can I edit it?	+
What if I cannot login to my account?	+