

LYON COUNTY SCHOOL DISTRICT
TRAVEL REQUEST

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

Name(s) of Attendees Monica Copple, Jessica Volkov, Kristi Fogle, Melissa Wungnema

SCHOOL Silver Stage Middle School

NAME OF CONFERENCE: STAR Academy IGNITE Summit
(Do Not Use Acronyms)

(ATTACH conference program information and provide website address)

CITY/STATE OF CONFERENCE: New Orleans, LA

DATE OF DEPARTURE: 09/30/2026

DATE OF RETURN: 10/03/2026

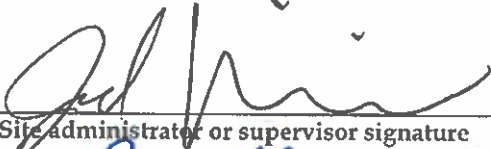
Training/Travel/Conference is (check all that apply): Mandated by the state ☐ Mandated by the district ☐
Needed for certification/licensing ☐ Related to the District Performance Plan ☒ Related to our School
Performance Plan ☒ Related to a specific program/course ☒ Other ☒

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.

Attending the conference will give our teachers practical ideas and strategies to strengthen the STAR Academy program. Teachers will learn new ways to create engaging, hands-on learning experiences that encourage collaboration, creativity, critical thinking, and problem-solving.

Having the four STAR Academy teachers, the SSMS 8th grade team, attend will also help build a shared understanding of PBL across our school. They can bring back new ideas, share them with colleagues, and support the continued growth of the STAR Academy program. Ultimately, this professional learning will improve our school culture and climate while providing students with more meaningful, engaging, and relevant learning experiences.

TRAVEL APPROVED: Date 8/28/26



Site administrator or supervisor signature

TRAVEL APPROVED: Date 8/28/26



Superintendent or designee signature

District Office Use Only

Received by District Office Date: 8/28/26

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

ESTIMATED EXPENSES

BUDGET#	280.633.0000.000.2213.330.10304.27.000				Total	<i>District Office</i>	<i>Grant</i>	<i>School Site</i>	<i>Other</i>
Registration Fees:	Attendees	4	x	108.90	Reg. fee		✓		
					\$	435.60			

BUDGET#		280.633.0000.000.2213.330.10304.27.000							
Lodging:	Room rate	\$	538.00	x	3	nights	\$	3228.0	☐ ☒ ☐ ☐

Meals:	Breakfast	\$ 20	x 1x4	days	\$ 80	☐	☐	☒	☐
	Lunch	\$ 22	x 1x4	days	\$ 88	☐	☐	☒	☐
	Dinner	\$ 33	x 3x4	days	\$ 396	☐	☐	☒	☐
	Incidental	\$ 5	x 4x4	days	\$ 80	☐	☐	☒	☐
						☐	☐	☐	☐
Substitutes:	# of Days	3	x \$ 145 /day	x4	1740	☐	☐	☒	☐

Other transportation fees: (i.e. car rental, taxi, shuttle, parking, mileage to/from airport, etc.)	\$	100.00			✓	
	\$					
Other Miscellaneous expenses: (attach explanation)						
TOTAL EXPENSES	\$	7641.24				

2

Conference Information

Conference Dates & Times: 10/01/2026 - 10/02/2026

Name of where conference/training is being held
(i.e. Hotel, School, College, Convention Center): The Barnett - JDV by Hyatt 600 Carondelet Street, New Orleans, LA 70130, US

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: 09/30/2026 10:20 AM

Date & Time you wish to RETURN: 10/03/2026 11:00 AM

List any special notes here: Southwest Airlines estimate attached.

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): \$157/day

All travelers agree to share lodging as appropriate?

☒ Yes ☐ No

Register under what name(s)?

Monica Copple, Melissa Wungnema, Kristi Fogle, Jessica Volkov C/o Jed Marciniak

Name, Address, Phone number of
lodging establishment:

The Barnett - JDV by Hyatt 600 Carondelet Street, New Orleans, LA 70130, US Phone: 833-372-3159

DEADLINE DATE: 09/23/2026

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.

IGNITE

*Celebrate your passion. Fuel your purpose. **Ignite** the possible.*

SESSION PREVIEW · WHAT YOU'LL EXPERIENCE



Here's a look at the sessions and experiences waiting for you at the 2026 Star Academy Summit — two days built to reconnect you with your purpose, strengthen your practice, and spark new energy for your students. Explore what's ahead, then register to join us.

✦ Opening Keynote

Kick off the Summit with a warm welcome and an opening keynote that sets the tone for two days of connection, learning, and inspiration.

✦ Connection Before Content

A practical session focused on building trust, belonging, and strong classroom relationships while still maintaining high expectations and instructional rigor.

✦ ESS Panel: Content-Specific Q&A

An interactive Q&A with the ESS Panel — bring your questions, explore best practices, and gain insights to support your work in your content area.

✦ Teacher-to-Teacher Speed Networking

Short, structured networking rounds built around prompts like “What’s one thing working well in your classroom?”, “What’s one strategy you’d recommend to another teacher?”, and “What’s one challenge you’re trying to solve?” Leave with new contacts to keep connecting with beyond the Summit.

✦ Vendor Showcase & Demonstrations

Explore vendor stations with hands-on demonstrations of tools and resources designed to support your classroom.

✦ Best in Show — Teacher Spotlight: What's Working

Teachers from participating sites share authentic examples of how they build relationships, increase engagement, and use proven strategies successfully — real peer voices that make the Summit relevant and credible.

✦ Problem-to-Practice Conversations

Work through real school scenarios centered on motivation, relationships, collaboration, and engagement. In small groups, discuss possible responses and share strategies.

✦ Take It Tomorrow — Take-Away Gallery Walk

Every breakout ends with one usable take-away — a relationship-building strategy, conversation prompt, planning tool, checklist, template, or classroom routine. Walk the gallery to gather ideas you can use in your classroom the very next day.

**Sessions are subject to change based on speaker availability.*

2026 Star Academy Summit IGNITE

-- Promo Code

Enter code

Apply

General Admission

-

4

+

\$108.90

incl. \$9.90 Sales Tax

Sales end on Oct 1, 2026

Powered by eventbrite

Language: English (US) ▼



Order summary

4 x General Admission	\$396.00
Subtotal	\$396.00
Sales Tax	\$39.60
Total	\$435.60

✓ Easy refunds

Cancel up to 7 days before the event and get your ticket refunded ⓘ

Continue

You won't be charged yet

Trip & Price Details

Price Passengers Seats Payment Confirmation

Flight Modify

✈ Wed 9/30 # 1414 / 785 **RNO** → **MSY**

10:20 AM

5 hr 35 min

1 stop ✈

Basic

Only 4 left

Base fare
4 Passenger(s) **\$1,201.88**

Taxes and fees **\$291.76**

4 Passengers | Seat assigned at check-in

Flight total **\$1,493.64**

or from \$147/mo*
with  FlexPass. Learn more

✈ Sat 10/3 # 3117 / 2383 **MSY** → **RNO**

6:00 AM

7 hr 0 min

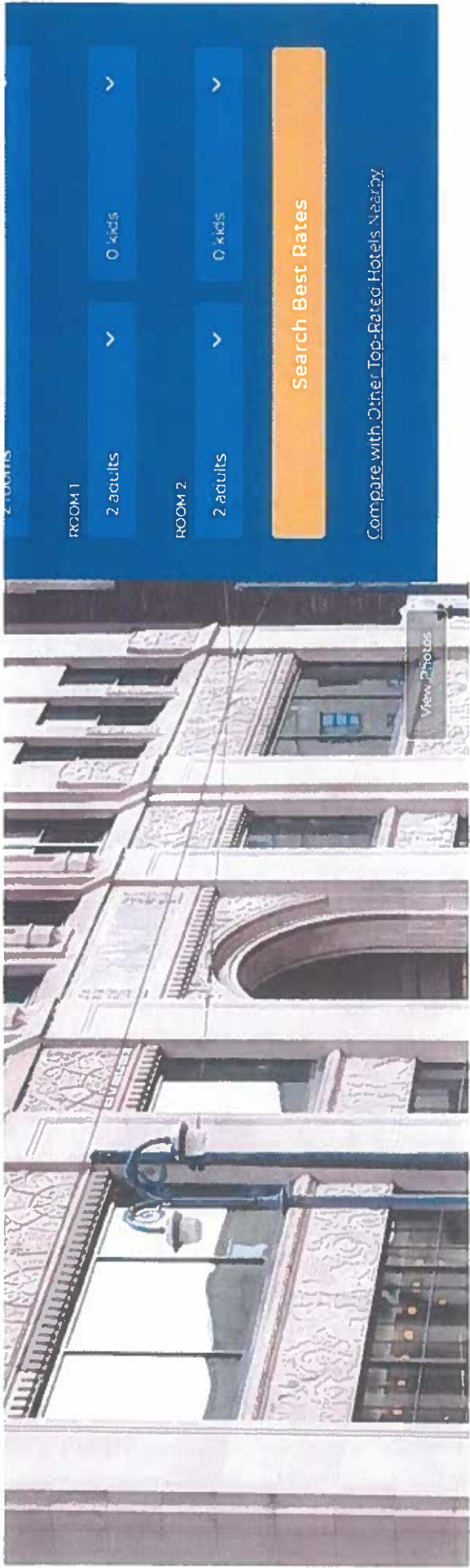
1 stop ✈

Basic

4 Passengers | Seat assigned at check-in

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/r/terms](https://southwest.com/r/terms)



2 Adults

ROOM 1

2 adults

0 kids

ROOM 2

2 adults

0 kids

Search Best Rates

Compare with Other Top-Rated Hotels Nearby

Room Rates Hotel Description Amenities Reviews Location [An Agent is Available To Book This Hotel For You! Call Now: 833-372-7740](#)

Room - 2 Double



with Free WiFi - Pay later

This quadruple room's standout feature is th...

[Read more](#)

[FREE cancellation before September 28, 2026](#)

Internet Access

Spa

\$538 /nightly

\$2,096.69 total
includes taxes and fees

Book Now

Limited Availability!

Deluxe, King



with Free WiFi - Pay later

The rooftop pool is the standout feature of...

[Read more](#)

[FREE cancellation before September 28, 2026](#)

Internet Access

Spa

\$558 /nightly

\$2,167.19 total
includes taxes and fees

Book Now



U.S. General Services Administration

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
New Orleans	Orleans / Jefferson Parishes	\$80	\$20	\$22	\$33	\$5	\$60.00

U.S. General Services Administration

FY 2026 per diem rates for ZIP Code 70130

Primary destination	County	2025 Oct	Nov	Dec	2026 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
New Orleans	Orleans / Jefferson Parishes	\$157	\$157	\$157	\$157	\$179	\$179	\$179	\$179	\$133	\$133	\$133	\$157