



ATTENDEE *Guide*

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

This Year's Theme:
**Empowering VOICES,
Building FUTURES**

Date:
**FEBRUARY 23-25,
2027**

Location:
LOUISVILLE, KY & ONLINE
Kentucky International Convention Center

New! **ESEA CONFERENCE TRACKS**

This year, NAESPA is introducing conference tracks—the core framework that shapes every session, learning experience, and professional connection. Whether you are leading federal programs, improving classroom instruction, supporting special populations, or strengthening family partnerships, each track is built to move your work forward—and ultimately, improve outcomes for students.

THREE MONTHS OF ACCESS *to all* CONFERENCE RECORDINGS

Every registration includes 3-month on-demand access to all 100+ recorded sessions—extending your learning long after the conference ends and multiplying the value for your entire team.

A Hybrid **EVENT**

The 2027 National ESEA Conference offers two meaningful ways to engage:

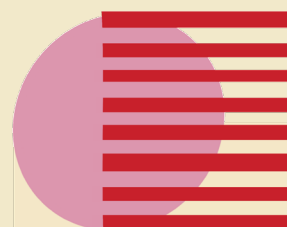
Join us in Louisville - where in-person sessions, valuable networking, and shared experiences take center stage.

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.

**"THE CONFERENCE WAS VERY INFORMATIVE AND INSPIRATIONAL.
THE KEYNOTE SPEAKERS WERE PHENOMENAL.
THEY REJUVENATED ME BY REMINDING ME WHY WE TEACH."**

- 2026 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 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." Title I, Part A is the largest federally funded ESEA program designed to address the educational needs of underprivileged children. The adjacent 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)

This year's theme: **Empowering VOICES, Building FUTURES**

"EDUCATION IS NOT PREPARATION FOR LIFE; EDUCATION IS LIFE ITSELF." - JOHN DEWEY

Teachers and other school leaders inspire students to learn wherever their life path may take them. At the National ESEA Conference, our shared goal is to maximize the benefits of federal programs and funding for student success. We believe that engaging in high-quality professional development contributes to growth in knowledge, leading to increased student success. We know that effective teachers and school leaders have lifelong impacts on students' lives. During my tenure as a state ESEA program administrator at the Wisconsin Department of Public Instruction, I have the opportunity and honor to work with and learn from teachers and school leaders from across the state. I have seen firsthand the value of empowering educators. When teachers and other school leaders apply their training, align learning to standards, and engage families in learning, outcomes for students improve. I am often reminded of my third-grade teacher, Mrs. Klar, who cultivated a classroom culture built on positive relationships where all students felt valued and important. She inspired me to be curious and partnered with my parents to help me find my voice. Together, they built my confidence to explore new and different interests throughout my K-12 and secondary education. The National ESEA Conference is a tool to empower educators from across the country to use their voices to influence their classrooms and communities. In turn, empowering students to find their voice to learn, grow, and build successful futures.

-Shelly Babler, NAESPA Conference Planning Committee Chair

New!

ESEA CONFERENCE TRACKS

To help you make the most of your conference experience, sessions are organized into four focused tracks. These tracks ensure that every participant engages in targeted, high-impact learning that advances compliance and ultimately improves outcomes for all students.

Track selection serves as a guide only and does not limit your session options.

THE 4 ESEA CONFERENCE SESSION TRACKS:

FEDERAL EDUCATION POLICY & PRACTICES

A

For federal program leaders working at the state, district, and school levels:

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 & LEARNING

B

For educators and instructional leaders across all content areas:

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

C

For professionals supporting students served under ESEA and IDEA programs:

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

D

For engagement leaders, liaisons, and educators working with families:

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.

USE THE TRACKS TO:

- Easily navigate sessions aligned to your responsibilities
- Deepen your expertise in key focus areas
- Build a personalized learning experience that meets your goals

Register now and select your track closer to the conference date.

Attendees are free to attend all sessions.

CONFERENCE SCHEDULE

TRAVEL TIP:

IN-PERSON ATTENDEES SHOULD PLAN TO ARRIVE IN LOUISVILLE ON MONDAY, FEBRUARY 22 AND DEPART ANY TIME ON FRIDAY, FEBRUARY 26.

Monday, FEBRUARY 22

Early Badge Pick Up

Tuesday, FEBRUARY 23

Opening Keynote
All Day Sessions
Exhibit Hall Open

Wednesday, FEBRUARY 24

Keynote
All Day Sessions
Exhibit Hall Open

Thursday, FEBRUARY 25

Closing Keynote
All Day Sessions

Please note that meals, snacks, and beverages are not included in the registration fee. Lunch breaks are self-scheduled to provide flexibility for attendees to explore dining options at their convenience. Food vendors are available throughout the convention center and nearby area. To ensure you don't miss valuable content, all conference sessions will be recorded and available for later viewing.

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

Sponsored sessions take place in-person in Louisville. 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)

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

Virtual Workshop sessions involve an interactive component and are presented in real-time to virtual attendees using Zoom. Virtual workshop sessions are recorded for later viewing for all audiences. (60 minutes)

REGISTRATION OPTIONS

Virtual and In-Person Registrations are priced the same.

	INDIVIDUAL	GROUP PACKAGE Mix & Match in-person and virtual registrations
2026	JUNE	\$659 EACH GROUP RATE (10 or more people) June 1 - October 31
	JULY	
	AUGUST	
	SEPTEMBER	
	OCTOBER	
2027	NOVEMBER	No Group Packages available after October 31
	DECEMBER	
	JANUARY	
	FEBRUARY	

EVERY REGISTRATION INCLUDES:

- 100+ sessions over three days
- Keynote presentations
- 3-month subscription to all session recordings
- Option to select and follow any of the four ESEA tracks
- 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

The LEA Affiliate registration price is \$659. To learn more about this program visit [our website](#).

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 portion of Conference sessions.

First, register for the Conference, then [enroll here](#) through the University of San Diego. (Extra \$79 fee applies, enrollment open June 1, 2026 through March 31, 2027.)

PURCHASE EARLY FOR THE BEST PRICE!

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.

- 1. THE GALT HOUSE HOTEL**
\$285*
140 N FOURTH ST
- 2. COURTYARD DOWNTOWN**
\$329*
100 S 2ND ST
- 3. HYATT REGENCY**
\$349*
320 W JEFFERSON ST
- 4. MARRIOTT DOWNTOWN**
\$349*
280 W JEFFERSON ST
- 5. FAIRFIELD INN**
\$275*
100 E JEFFERSON ST
- 6. SPRINGHILL SUITES**
\$275*
132 E JEFFERSON ST
- 7. OMNI HOTEL**
\$315*
400 S 2ND ST
- 8. EMBASSY SUITES**
\$329*
501 S 4TH ST

***ALL RATES INCLUDE TAXES AND FEES**

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.

TRAVELING NEAR & FAR

JOIN US IN LOUISVILLE!

Set along the banks of the Ohio River, Louisville, Kentucky blends rich heritage with modern energy. Best known as the home of the legendary Kentucky Derby, the city celebrates its bourbon tradition, thriving culinary scene, and vibrant arts culture. From historic neighborhoods and waterfront views to world-class distilleries and local dining, Louisville offers a welcoming experience rooted in Southern hospitality and creative spirit.

LEARN MORE FROM
GOTOLOUISVILLE.COM

AIRPORT/GROUND TRANSPORTATION

The Louisville Muhammad Ali International Airport (SDF) is less than eight miles, or approximately 10 minutes from the Kentucky International Convention Center (KICC) and downtown hotels. Visit flylouisville.com for more information.

PUBLIC TRANSPORTATION

Getting around Louisville is easy with the city's public transit system, the Transit Authority of River City (TARC). TARC provides bus service throughout the city, including routes to and from the airport. For routes, schedules, and fare information, visit TARC or call (502) 585-1234.

PARKING

Parking for the Kentucky International Convention Center (KICC) is available at the Cowger Garage and Commonwealth Garage. The Cowger Garage is located at 4th & Market Street (next to FedEx). The Commonwealth Garage is located on Jefferson Street between 3rd & 4th Streets and is connected to the Hyatt Regency Louisville. Parking rates vary. Please arrive early and view maps, parking details, and additional information on the KICC Maps & Parking page.



HOW TO REGISTER

Log in to ESEAnetwork.org or create a free user account.

- 1.** *Note: Each person attending the Conference is required to have a separate, individual account in their own name. Multiple attendees cannot be registered on one account.*

- 2.** **From your account Dashboard, select "2027 National ESEA Conference"**

- 3.** **Choose your preferred registration type**

- 4.** **Enter your check in/out dates to select from available hotel rooms**
Hotel rooms are available at special discounted attendee rates when booked online through your account Dashboard. Hotel reservations are subject to availability and invoices must be paid in full before the invoice expiration date in order to be confirmed.

PAYMENT OPTIONS

Pay immediately with a credit card or select "pay later" to hold your registration and hotel reservation for up to 30 days or until January 15th, whichever comes first.

Effective January 16, 2027, registration and hotel reservations require payment in full at the time they are selected.

CHECK PAYMENTS

Once you have a check in hand, made payable to ESEA Network, return to your account Dashboard and follow the attached check payment instructions. (page 13)

TO PAY FOR ITEMS ON HOLD BY CREDIT CARD

Return to your account Dashboard when you have your credit card ready. From the "Finance" tab, locate the payment due invoice and enter the credit card information. The card will be charged immediately.

PURCHASE ORDERS

Purchase orders are not an acceptable form of payment, therefore will not hold an invoice longer than the normal payment policy permits (see Attendee Payments & Policies). PO numbers may be added to an invoice, but are for your internal accounting purposes only.

**QUESTIONS? CALL 800-256-6452
OR EMAIL CONFERENCES@ESEANETWORK.ORG**



CANCELLATIONS & REFUNDS

CAN I CHANGE MY REGISTRATION TYPE?

Maybe you planned to attend in-person in Louisville and suddenly travel is no longer an option, or you bought a virtual registration but have decided to go to Louisville...not to worry. In-person and virtual registrations may be exchanged, at no cost, from in-person to virtual or vice-versa, at any time. Registration changes must be requested in writing via the [online registration change form](#), available in the Conference section of the attendee Dashboard.

Cancelled hotel reservations resulting from a change from in-person to virtual registration are subject to the Conference sliding-scale refund policy, without exception.

WHAT IF I HAVE TO CANCEL?

If you cannot attend the Conference, your registration and/or hotel reservation may be transferred to a colleague at no cost. If no other individual can attend in your place, you may also cancel. Either option requires the use of an [online substitution](#) or [cancellation form](#), accessible from the Conference section of your account Dashboard.

WHAT ABOUT REFUNDS?

The sliding-scale refund policy applies to both attendee registration and hotel reservations and allows for larger refunds the sooner the cancellation is made. Please review the dates carefully to understand your financial obligations, as there are no exceptions to this policy.

CANCELLATION RECEIVED	AMOUNT REFUNDED
Within 7 days of purchase	100% Refund - Buyers Remorse
June 1, 2026 - October 25, 2026	90% Refund
October 26, 2026 - November 24, 2026	75% Refund
November 25, 2026 - December 24, 2026	50% Refund
December 25, 2026 - February 25, 2027	No Refund - No Exceptions

Please note that cancellations are deemed eligible for a refund **based on the date the cancellation form is submitted from your account Dashboard**. Phone calls and emails are not acceptable forms of notification.



Circumstances beyond your control may prevent you from attending the Conference. We urge you to consider purchasing travel insurance, as there are no exceptions to the refund policy – even for unexpected instances such as:

- Cancelled flights or travel delays due to severe weather
- Illnesses or family emergencies
- Unexpected work obligations
- Any other unforeseen issues that prevent you from attending

A link to a travel insurance provider is available on the Attendee Policies page at ESEAnetwork.org. Get a quick quote by entering your non-refundable travel expenses, such as: registration fee, hotel stay, and airfare.

Travel insurance plans vary in price based on your age, location, and total amount of expenses covered.

QUESTIONS? CALL 800-256-6452 OR EMAIL CONFERENCES@ESEANETWORK.ORG

ATTENDEE TERMS & CONDITIONS

The following registration Terms and Conditions apply to all registrants. Even if you instruct someone else to log in to your account to complete your registration - it is your responsibility, as the registrant, to adhere to these Terms and Conditions. Please review them carefully.

RESERVING CONFERENCE REGISTRATION AND HOTEL RESERVATIONS

Registration and hotel reservations may be reserved and held without payment for a maximum of 30 days. At the conclusion of the 30-day grace period, all unpaid items will automatically expire and return to the inventory for others to purchase. Beginning January 16, 2027, all registrations and reservations must be paid in full at the time of selection. Conference items are only confirmed upon receipt of payment in full. Attendees agree to accept any additional terms and conditions as set forth by the online conference platform.

CHECK PAYMENTS

Checks are accepted only under the following conditions:

- Make checks payable to ESEA Network (EIN 05-0487084).
- When submitting payment for an invoice, enter the check details in the online system while the check is in hand.
- Mail the check along with the printed invoice to ESEA Network.
- Use a traceable, overnight delivery service to ensure receipt before the invoice expiration date.
- Purchase orders are not an accepted form of payment.

CREDIT CARD PAYMENTS

All major credit cards are accepted for payment and are processed directly through the attendee Dashboard. Credit cards entered for payment are charged immediately. Credit card statements will reflect a charge from "ESEA Network."

CANCELLATIONS

Cancellations may be made at any time by submitting a cancellation request form in the attendee Dashboard. Telephone cancellations are not accepted.

REFUNDS

Items cancelled by attendees may be eligible for a refund, based on the date of receipt of the completed cancellation form. Reducing nights of a hotel reservation is a cancellation of each reduced night and is subject to the same sliding-scale refund policy, as shown below.

- 100% if cancelled within 7 days of purchase
- 90% if cancelled June 1, 2026 - October 25, 2026
- 75% if cancelled October 26, 2026 - November 24, 2026
- 50% if cancelled November 25, 2026 - December 24, 2026
- No refund if cancelled December 25, 2026 - February 25, 2027

No exceptions are made to the refund policy, including in the case of weather, travel delays, illness or family emergencies, or unexpected work obligations. Travel insurance is strongly recommended to protect your investment.

HOTELS

Only registered attendees may reserve hotel accommodations at specially negotiated conference rates at designated conference hotels. Taxes and fees are included in all room rates booked at ESEAnetwork.org. All hotel reservations must be paid in full, by the invoice expiration date, to be confirmed.

RESERVATION CHANGES

Hotel reservation changes may be requested via the online hotel reservation adjustment form. A reduction in the number of nights of a hotel stay is a cancellation of each reduced night and refund policies apply to any paid reservations. Hotel reservations may be moved from one conference property to another at any time, subject to availability.

SUBSTITUTIONS

Paid registrations may be transferred, at no cost, from one attendee to another at any time. To make a substitution, complete the online substitution form, available in the Conference section of the attendee Dashboard.

CHANGING REGISTRATION

In-person and virtual registrations may be exchanged, from in-person to virtual or vice versa, at any time. Changes to registration must be requested in writing via the online registration change form, available in the Conference section of the attendee Dashboard. Cancelled hotel reservations resulting from a change from in-person to virtual registration are subject to the Conference sliding-scale refund policy, without exception.

GROUP PURCHASES

This coupon will be valid for the number of registrations purchased and should be entered at checkout by each group member to claim one of the available registrations. Registrations may be activated at any time and must be claimed by February 1, 2027. Once a group

CONTINUED ON NEXT PAGE...

ATTENDEE TERMS & CONDITIONS (CONTINUED)

registration has been purchased, additional discounted registrations can be added at any time through November 30, 2026. Registrations purchased at a group rate are subject to the same substitution, cancellation, and refund policies as all other registration types. Eligible refunds will be calculated based on the number of individual registrations cancelled, the number of claimed registrations, the date of receipt of the cancellation request, and the sliding-scale refund policy. The purchaser is responsible for ensuring that the individual registrations are shared with the appropriate attendees. Unclaimed registrations are not eligible for refunds. Cancellation and refund requests must be submitted by the individual who made the initial purchase. Substitution requests must be submitted by individuals who have claimed registrations within the group.

CONFERENCE CONDUCT

The National ESEA Conference is dedicated to providing an inclusive experience for all participants, regardless of race, religion, gender, gender identity and expression, sexual orientation, ability, physical appearance, age, or other marginalized affiliation. While at the conference, whether attending in-person or virtually, all participants are expected to behave with common courtesy and civility; conduct themselves in a businesslike, ethical, and appropriate manner; and avoid engaging in or facilitating any discriminatory or harassing behavior.

REFUSAL OF SERVICE

Should any participant violate these Terms (and/or any terms cross-referenced herein), Show Management has the right, in its sole discretion and at any time determined by Show Management, to cancel, revoke, or refuse all transactions with any individual or entity, including, without limitation, the following: credentials, purchases, and/or hotel reservations made through the event website.

PHOTOGRAPHY AND VIDEOGRAPHY CONSENT

By attending the Conference, you acknowledge and agree that Show Management reserves the right to take photographs and record video footage of the event, which may include images or recordings of you as an attendee. You grant Show Management and its affiliates the irrevocable right to use, reproduce, publish, and distribute these photographs and video recordings, in whole or in part, for promotional purposes in future publications, marketing materials, and other media formats without compensation or prior approval. You further waive any right to inspect or approve the finished product wherein your likeness appears.

HEALTH AND SAFETY

Registrants acknowledge that in-person attendance at an event is completely voluntary. Registrants hereby waive any and all claims or causes of action against the National Association of ESEA State Program Administrators ("the Association"), Show Management, its contractors, or staff for any exposure to illness, or other harm that may result from registrants' in-person participation in this event. Registrants must be willing to adhere to any and all health and safety requirements in place at the time of the event as specified by the Association, Show Management, the host venue, or any governmental authority.

VIRTUAL EVENT CONVERSION IF NECESSARY

Should public health guidance make in-person interaction unfeasible or unsafe, adjustment or elimination of the in-person event may become necessary. By purchasing an in-person registration, attendees agree that should Show Management determine that circumstances require a shift to an entirely virtual conference, their registration will be automatically converted to a virtual registration of equal or greater value (as determined by Show Management). In such a case, the standard registration refund policy will remain unchanged, but every effort will be made to refund hotel reservation purchases that no longer apply.

CANCELLATION OF EVENT

In the unlikely event that the Conference is cancelled entirely (rather than being converted to a virtual event), Show Management will refund any registration and hotel reservation purchases in full, and this refund (if any) shall be the full extent of Show Management's liability arising out of such cancellation.

TERMS AND CONDITIONS AMENDMENTS

Any additional details not specifically covered by the Terms and Conditions contained herein shall be subject to the discretionary decision of Show Management. Any such changes, amendments, or additions shall be binding equally with the other Terms and Conditions contained herein.

NEED HELP CONVINCING YOUR LEADERSHIP TO SEND YOU TO THE CONFERENCE?

Customize this request for approval letter, which will help administrators understand the value of attending the 2027 National ESEA Conference. You'll return to your district with great ideas, relevant information, and the resources you need to move your team forward to face new challenges.

Dear _____,

I am writing to request approval to attend the 2027 National ESEA Conference to be held both virtually and in-person in Louisville, KY on February 23-25, 2027 at the Kentucky International Convention Center. The National ESEA Conference is three days of learning and skill-building focused on supporting disadvantaged children. The Conference welcomes thousands of K-12 educators from across the country each year. The event focuses on sharing resources and strategies relevant to Title I and a wide range of other federally funded programs. These efforts aim to support the academic success of disadvantaged and underserved student populations.

Participants include state agency officials, school district administrators, school building leaders, and teachers – all gaining new knowledge, instructional strategies, and skills needed to transform student learning while positively impacting the future of our students. There are more than 100 conference sessions organized into four tracks, allowing me to tailor my learning experience to the topics most relevant to my professional role.

As an attendee, I will participate in presentations from today's most inspiring leaders in education. I will receive important updates from the U.S. Department of Education about federal education funding issues and meet professionals who have taken significant steps to help students succeed.

Conference sessions are a combination of large group presentations with nationally recognized speakers, and smaller interactive workshops where I would have the chance to work directly with education experts. The new information that I will be able to share with the rest of our team will be extremely valuable. All of the Conference sessions are digitally recorded and each registration includes access to all session videos for three-months after the Conference. We can extend the learning to our entire group (and amortize the cost of attendance) by incorporating Conference session videos into our professional development activities.

The Early Bird registration price is \$699, until November 1st, when the standard price of \$789 takes effect. If I wait until February, the registration price goes up to \$849.

The complete cost of my attendance is listed below:

Registration:	_____
Transportation: (airfare, train, bus, etc.)	_____
Hotel fees:	_____
Meals: (not included with registration)	_____
Other:	_____
Total Cost	_____

Thank you in advance for your consideration. I believe that attending the National ESEA Conference will build my knowledge base to help students and team members. I look forward to hearing from you on this request as soon as possible.

Sincerely,



ESEA NETWORK

ENSURING STUDENT EQUITY & ACCESS

CHECK PAYMENT INSTRUCTIONS

ALL CHECK PAYMENTS MUST FOLLOW THESE CHECK INSTRUCTIONS EXACTLY

Checks received without completing these instructions will be returned and items reserved will no longer be held.

- **Print all invoices to be included in this payment and request a check for the total amount.**
 - Make check payable to: ESEA Network (A current W9 is attached)
EIN: (05-0487084)
- **When the check is issued and you have it in front of you, log in to your ESEAnetwork.org account and go to the Finance tab in your Dashboard.**
 - Locate the invoice you wish to pay and select “View Now.”
 - Press the button at the bottom of the page to “Pay This Invoice.”
 - If your check is paying for more than one invoice: use the “Pay additional invoices” button to add each invoice ID number included in this payment. When the total amount due matches the amount of the check, select “pay now.”
 - Read and accept the terms and conditions.
 - Choose “check” as the payment method and enter the required check information.
 - Press the “Submit” button.
- **Print the invoice that now includes the check details as you entered them.**
- **Enclose the check detail invoice with the check and send it by traceable, overnight delivery service such as FedEx or UPS, to:**

ESEA Network
532 North Franklin Street
Fort Bragg, CA 95437 707-961-6202
- **You’ll receive a confirmation email as soon as the check has been applied.**

**IF THE CHECK IS NOT RECEIVED BY THE INVOICE EXPIRATION DATE,
THE RESERVED ITEMS WILL NO LONGER BE HELD.**

Form **W-9**
(Rev. January 2026)
Department of the Treasury
Internal Revenue Service

**Request for Taxpayer
Identification Number and Certification**

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, on page 2.

1 Name of entity/individual. An entry is required. (For a sole proprietorship or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)
National Association of ESEA State Program Administrators

2 Business name/disregarded entity name, if different from above.
National ESEA Conference, ESEA Network

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.
 Individual/sole proprietor C corporation S corporation Partnership Trust/estate
 LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership)
Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.
 Other (see instructions) Nonprofit Corporation exempt under IRS Code Section 501(c)3

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 4):
Exempt payee code (if any) _____
Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____
(Applies to accounts maintained outside the United States.)

5 Address (number, street, and apt. or suite no.). See instructions.
532 N. Franklin Street

6 City, state, and ZIP code
Fort Bragg, CA 95437

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). Do not report the employer identification number (EIN) of a sole proprietorship or disregarded entity. For a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your EIN. If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-			-					
--	--	--	---	--	--	---	--	--	--	--	--

or

Employer identification number


0	5	-	0	4	8	7	0	8	4
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Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct; and
- I am exempt from information reporting as a U.S. digital asset broker within the meaning of Regulations section 1.6045-1(g)(4)(i)(A)(1) (other than a registered investment adviser). I claim exempt status under Regulations section 1.6045-1(c)(3)(i)(B)(12).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person  Date 1 / 1 / 2026

Cat. No. 10231X

Form **W-9** (Rev. 1-2026) Created 8/27/25

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