

Dear **(Insert Supervisor's Name)**,

I would like to request your permission to attend the 30th Annual Beyond School Hours (BSH) National Education Conference on February 17-20, 2027 at the New Orleans Marriott. Attending BSH will provide professional development and practical strategies that directly support high-quality programs for youth – both during the school day and outside of school.

BSH is a premier gathering of education and youth development practitioners and thought leaders. This conference will provide me with vital professional development opportunities and is an opportunity for me to connect with peers and experts in my field. I will take home new skills, tools, and resources that address our priorities.

By participating in the BSH Conference, I will be able to attend seminars on such topics as:

- Funding & Sustainability
- Leadership Development
- Artificial Intelligence in Education
- Content Design and Delivery
- Conflict Resolution & Behavior Management Strategies
- Family & Community Partnerships
- Literacy & STEAM
- Career Connected Learning and Technical Education
- Data Analysis, Evaluation, & Continuous Improvement Strategies

To see more information about the Beyond School Hours Conference, please visit the [BSH Website](#).

The super early bird registration fee is **\$620** before April 30, 2026.

**Registration includes** access to: 100+ workshops, 2 general sessions and keynote speakers, opening reception, exhibit hall of the latest products and services, networking and special programming. The registration fee also includes meals as follows: hors d'oeuvres and beverages at the opening reception (Wednesday), continental breakfasts (Thursday, Friday, and Saturday) and plated lunches (Thursday and Friday).

The following is an estimate of additional conference expenses. **(Insert Estimates Below)**

Transportation: (\$) + Hotel: **(\$279 plus taxes per night = \$330.83)** + Meals: (\$) = Total Cost to Attend: (\$)

Beyond School Hours is a unique and immersive experience that will not only benefit me as a **(Insert Your Job Title)**, but our entire organization. After attending this conference, I will: **(Customize or Delete)**

1. Write a recap.
2. Share the knowledge I gained with our stakeholders.
3. Immediately put the skills I've learned into action.

Thank you for considering my attendance at this year's conference. Sincerely,  
**(Insert Your Name)**