**Subject: Redbird Migration 2023 K-12 Aeronautics – Professional Development Request**

Dear <Insert Name>,

I would like to take advantage of the opportunity to attend the 2023 Redbird Migration K-12 Aeronautical Education Conference from April 11-12 in Oshkosh, Wisconsin. This aeronautical education conference will allow me to connect, collaborate, and exchange ideas with industry experts and aeronautical educators from across the nation. This year’s event will offer programming and discussion to address timely topics in STEM and Career and Technical Education (CTE) that can enhance these initiatives in our school district.

The scheduled list of topics and programming includes the following:

* Keynote presentations on the latest thinking and innovations in aeronautical education.
* The benefits and direction of an aeronautical education.
* Aeronautics curriculum options.
* Content-area expert panel discussions on the direction of STEM and CTE and program sustainability.
* Modern aeronautics classroom management.
* Building a successful aeronautics program.
* Filling the pipeline of an aeronautics program.
* Ways to find funding for an aeronautics program.
* How to market a program.
* Workshops on flight simulator integration, preventative maintenance and troubleshooting, mission building, and utilization.
* Thinking (and teaching) bigger in program development.

For your reference, I have included links to educational sessions at past Migration conferences.

* [The Evolution of K-12 Aeronautics Education](https://youtu.be/INTWPJ-4fec)
* [Propelling the Future: Flight Schools in High Schools](https://www.youtube.com/watch?v=wjEdRXgxkz4)
* [Floor Exercises for K-12 Aeronautics Classrooms](https://www.youtube.com/watch?v=66r_LbgvXIc)

This year, there is no fee for program attendance. I am asking for your support with travel expenses, including hotel accommodations and some meals during my stay in Oshkosh for this conference. The approximate breakdown of the conference costs is as follows.

* Airfare: <add flight expenses>
* Transportation: <include ride share or car rental expenses>
* Hotel: <cost of stay>
* Meals: <add meal stipend, if any>
* Conference Fee: FREE
* TOTAL:

The K-12 aeronautical education track at Migration 2023 presents an opportunity for me to enhance my skills in aeronautical education while strengthening contacts in my field at local, regional, and national levels. My participation in this conference will be a professional investment, which will provide new and innovative practices, real-world solutions, and an expanded network of aeronautical education peers to call upon for new ideas and innovative models of learning.

Thank you for your consideration, and I look forward to your reply.

Sincerely,

<your name here>