

Conference Attendance

The Board of Education believes that employee attendance at appropriate conferences or workshops can be beneficial to the educational program and other interests of the District, within the budgetary appropriations therefor. The Board delegates to the Superintendent of Schools or designee the authority to approve employee attendance at one-day conferences and workshops which s/he determines, in his/her discretion to be a benefit to the District and its programs, which do not necessitate an overnight stay and/or are not out-of-state. Any conference which requires an overnight stay and/or which is located out-of-state shall require Board approval prior to obligating the District for any expenditure. Such requests shall be submitted to the Board at least 30 days prior to the date of the conference unless notification of the conference is received less than 30 days prior to the conference.

Any employee who attends a conference or workshop shall submit a written report to the Superintendent and Board of Education sharing the information, recommendations and materials acquired at the conference or workshop.