



SECTION: 230

TITLE: ATTENDANCE AT EDUCATIONAL CONFERENCES

# NESHAMINY SCHOOL DISTRICT

1	<b>I. INTENT</b>	Attendance at educational conferences or conferences which further the	1
2		educational programs of the District are to be encouraged. Under Section 517	2
3		of the School Laws of Pennsylvania, attendance at such conferences by	3
4		members of the supervisory staff is authorized when, in the opinion of the	4
5		Board of School Directors, such attendance would be in the best interests of	5
6		the District. The following policy is intended to set forth the procedure to	6
7		permit attendance at such conferences at the expense of the District.	7
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9	<b>II. PERMITTED</b>	Members of the supervisory staff will be permitted to attend conferences,	9
10	<b>CONFERENCES</b>	including those held outside the State of Pennsylvania, when their content	10
11	<b>&amp; PROGRAMS</b>	will further the educational programs of the District. The Board of School	11
12		Directors may, on an annual basis, allocate sufficient funds within a	12
13		budgetary category authorizing such attendance.	13
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15	<b>III.</b>	Whenever a member of the supervisory staff wishes to attend an educational	15
16	<b>PREREQUISITES</b>	conference or conference which furthers the educational programs of the	16
17	<b>FOR</b>	District, then he/she will submit a request to the Superintendent/designee	17
18	<b>ATTENDANCE</b>	prior to registering for such conference. Upon receiving such a request, the	18
19		Superintendent/designee will evaluate the request in light of the contents of	19
20		the conference, its relationship to the educational programs of the District and	20
21		the benefits to be derived by the District from such attendance. Should the	21
22		Superintendent/designee find that the request is warranted, then the	22
23		Superintendent/designee will permit attendance at the conference at the	23
24		expense of the District; provided that there are sufficient funds available in	24
25		the budgetary category approved by the Board of School Directors.	25
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27	<b>IV. EXPENSES</b>	Members of the supervisory staff attending educational conferences or	27
28		conferences which further the educational programs of the District may be	28
29	Approved: 2/28/89	reimbursed for all necessary, incurred costs as provided in Section 517 of the	29
30	Reviewed: 2/4/2003	School Laws of Pennsylvania. Prior authorization for such attendance is	30
31		required and a final itemized, verified statement of costs actually incurred	31
32		must be submitted to the office of the Business Administrator.	32