



SECTION: 330

TITLE: ATTENDANCE AT EDUCATIONAL
CONFERENCES

NESHAMINY SCHOOL DISTRICT

1	I. INTENT	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 certified staff is authorized when, in the opinion of the Board	4
5		of School Directors, such attendance would be in the best interests of the	5
6		District. The following policy is intended to set forth the procedure to permit	6
7		attendance at such conferences at the expense of the District.	7
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9	II. PERMITTED	Members of the certified staff will be permitted to attend conferences,	9
10	CONFERENCES	including those held outside the State of Pennsylvania, when their content	10
11	AND	will further the educational programs of the District. The Board of School	11
12	PROGRAMS	Directors may, on an annual basis, allocate sufficient funds within a	12
13		budgetary category authorizing such attendance.	13
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15	III.	Whenever a member of the certified staff wishes to attend an educational	15
16	PREREQUISITES	conference which furthers the educational programs of the District, then he/	16
17	FOR	she will submit a request to the Superintendent/designee prior to registering	17
18	ATTENDANCE	for such conference. Upon receiving such a request, the Superintendent /	18
19		designee will evaluate the request in light of the contents of the conference, its	19
20		relationship to the educational programs of the District and the benefits to be	20
21		derived by the District from such attendance. Should the Superintendent/	21
22		designee find that the request is warranted, then the Superintendent/designee	22
23		will permit attendance at the conference at the expense of the District;	23
24		provided that there are sufficient funds available in the budgetary category	24
25		approved by the Board of School Directors.	25
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27	IV. EXPENSES	Members of the certified service staff attending educational conferences or	27
28		conferences which further the educational programs of the District may be	28
29		reimbursed for all necessary, incurred costs as provided in Section 517 of the	29
30		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
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35	Approved: 2/28/89		35
36	Reviewed: 3/7/03		36
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