



SECTION 430
TITLE: ATTENDANCE AT EDUCATIONAL
CONFERENCES

NESHAMINY SCHOOL DISTRICT

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| 1 | I. INTENT | | 1 |
| 2 | | A. Attendance at educational conferences or conferences which further the | 2 |
| 3 | | educational programs of the District are to be encouraged. Under Section | 3 |
| 4 | | 517 of the School Laws of Pennsylvania, attendance at such conferences | 4 |
| 5 | | by members of the service staff is authorized when, in the opinion of the | 5 |
| 6 | | Board of School Directors, such attendance would be in the best interests | 6 |
| 7 | | of the District. The following policy is intended to set forth the procedure | 7 |
| 8 | | to permit attendance at such conferences at the expenses of the District. | 8 |
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| 10 | II. PERMITTED | | 10 |
| 11 | CONFERENCES | | 11 |
| 12 | AND | | 12 |
| 13 | PROGRAMS | | 13 |
| 14 | | A. Members of the service staff will be permitted to attend conferences, | 14 |
| 15 | | including those held outside the State of Pennsylvania, when their content | 15 |
| 16 | | will further the educational programs of the District. The Board of School | 16 |
| 17 | | Directors may, on an annual basis allocate sufficient funds within a | 17 |
| 18 | | budgetary category authorizing such attendance. | 18 |
| 19 | III. | | 19 |
| 20 | PREREQUISITES | | 20 |
| 21 | FOR | | 21 |
| 22 | ATTENDANCE | | 22 |
| 23 | | A. Whenever a member of the service staff wishes to attend an educational | 23 |
| 24 | | conference which furthers the educational programs of the District, then | 24 |
| 25 | | he/she will submit a request to the Superintendent /designee prior to | 25 |
| 26 | | registering for such conference. Upon receiving such a request, the | 26 |
| 27 | | Superintendent will evaluate the request in light of the contents of the | 27 |
| 28 | | conference, its relationship to the educational programs of the District and | 28 |
| 29 | | the benefits to be derived by the District from such attendance. Should the | 29 |
| 30 | | Superintendent/designee find that the request is warranted, then the | 30 |
| 31 | | Superintendent/designee will permit attendance at the conference at the | 31 |
| 32 | | expense of the District; provided that there are sufficient funds available | 32 |
| 33 | | in the budgetary category approved by the Board of School Directors. | 33 |

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IV. EXPENSES

Policy #430 (Cont'd)

A. Members of the service staff attending educational conferences or conferences which further the educational programs of the District may be reimbursed for all necessary, incurred costs as provided in Section 517 of the School Laws of Pennsylvania. Prior authorization for such attendance is required and a final itemized, verified statement of costs actually incurred must be submitted to the Office of the Business Administrator.

Approved: 2/28/89
Reviewed: 3/03

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