

1. It shall be the policy of the School Board to encourage the attendance of teachers and administrators at conferences or similar professional events that will be of definite educational value to the individual and to the School District.
2. All such requests shall be made in writing to the Superintendent or designee, and shall follow the terms of any procedure designated in an applicable collective bargaining agreement.
3. The Superintendent, or his/her delegate representative, shall approve or disapprove of all such requests.
4. A staff member who has been approved to use district time or funds to attend such a conference may be required to present information from the conference, formally or informally, to colleagues who may benefit from sharing the information.
5. If any expenses are to be paid by the School District, they will be paid according to Policy #302.

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12/07/17