

### Administrative Regulation

#### Professional Conferences and Conventions, Guidelines for

Attendance at conferences, conventions, and committees, where employees are members of such committees or where the district's interest indicates a need for representation, may be allowed subject to budget limitations and Board approval.

Conference attendance requests originating from specially funded program areas, i.e. federal and state, shall be at the discretion of the superintendent or the designated representative.

Attendance at conferences, conventions, and other in-service programs for any other employee may be permitted where the district's interest indicates and when such attendance is within budgetary limitations. This attendance shall be without cost to the district or without loss of pay to the employee. The district may provide substitutes as needed. Should such attendance be authorized, it is expected that the employee will share the experiences in an appropriate manner among fellow staff members who have a common interest.

Ref: EC Section 35172

Approved: March 31, 1970

Revised: August 27, 1979

Revised: March 4, 1986

Reviewed: July 1, 2000