

### CONFERENCES AND OTHER PROFESSIONAL ACTIVITIES

This policy is intended to help accomplish the following purposes:

- a) Improve the instructional program
- b) Encourage professional growth
- c) Bring the best educational thinking and research to bear on local problems
- d) Encourage good educators to seek and keep positions in the Harpursville schools.

1. The Superintendent shall encourage, within the limits of resources, school personnel to take part in professional activities designed to develop understanding and improve competence in their respective areas of school work and such as will best meet the needs of our schools.

2. In order to carry out the policy set forth above, members of the professional staff may, at the discretion of the Superintendent, be allowed to be absent from their regular duties while receiving full pay to participate in such activities as conferences, conventions, inter-school visits, and work with the State Education Department.

3. Care shall be taken that adequate provisions are made for replacing, if necessary, the staff member who shall be absent; for assuring that the number of persons attending a given activity is consistent with reasonable rotation among staff members is practiced; and that appropriate information learned is presented to all staff members concerned. The official conference request form will be used for conferences where reimbursement is involved. The report will be submitted immediately after the conference, to be forwarded to the Board of Education at the next regular meeting.

4 *Reimbursement will be provided for reasonable expenses. Such expenses must be approved by the Superintendent prior to the conference or activity.*

November 14, 1977

Amended January 13, 1997