

**DEERFIELD COMMUNITY**

**CODE: 163**

**SCHOOL DISTRICT**

**DATE OF ADOPTION: 7-14-86**

Revised: 4/23/90

### **BOARD MEMBER DEVELOPMENT OPPORTUNITIES**

The Board believes that in-service training for its members is vital in order for the Board to govern the school district in the most informed and prudent manner possible. Informed decision-making grows more important as school governance becomes increasingly complex.

In keeping with this position, the Board encourages the participation of its members at appropriate School Board conferences, conventions, seminars and workshops.

Board members wishing to attend an out of district meeting shall indicate their desire to attend at a regular meeting of the Board.

Board members will share information, recommendations and materials acquired at said meetings.

#### **National Meetings**

1. No more than three Board members may attend an out-of-state meeting, workshop, convention or seminar in one fiscal year.
2. No individual Board member may attend more than one national meeting per fiscal year.
3. Members shall be selected for attendance at meetings in the following manner:
  - a. Board officers who have not attended a national meeting during their tenure on the Board shall have first priority for attendance at a meeting if they desire to attend.
  - b. Board members who have not attended a national meeting and who have the most tenure shall have next priority to attend said meeting. Lots will be drawn to determine which members will attend in cases where members fall into the same categories.
  - c. Members whose terms expire in less than one year and who are not planning to run for re-election or members who are not re-elected shall not be entitled to reimbursement for attendance at said meeting.

Reimbursement expenses at national meetings will be limited to: registration, transportation by tourist class air fare or the current negotiated mileage rate if traveling by automobile the actual cost of room, and meals per established guidelines.

#### **Expenditure Reimbursement Guidelines**

1. The level of reimbursement for meals will be as based upon State guidelines for breakfast, lunch, dinner. This may also be calculated on a per diem basis, given full day of conferencing expenses for meals, e.g., if one meal runs over the allowable amount and another is below the allowable amount.
2. Meals or banquets that are part of the convention are considered part of the registration and therefore fully covered.

3. Cost of room has been limited to cost of a single room. The Board member will pick up the cost difference between a double and a single if his or her spouse has attended the conference too.
4. Cost of shows or entertainment are the sole responsibility of the Board member.
5. The cost of meals for the Board members spouse, including convention banquets, are not reimbursable expenses.

#### State Meetings

Any member may attend state meetings, seminars and conferences. Registration, mileage and room and meals will be reimbursed if applicable.