

Article II.I. Conference Attendance and Business Travel

A. Purpose

The Board of Education of Granite School District (the Board) recognizes that service on the Board is dynamic and challenging. Board members are encouraged to participate in professional conferences, developmental activities and other similar events (hereafter, Conferences) which provide opportunities to acquire knowledge, learn from and network with other state and national educational leaders, and keep abreast of new educational developments.

B. Conference Attendance

Participation in Conferences shall be administered according to the following guidelines:

1. General Guidelines

- a. Board members shall strive to broaden the Board's collective knowledge base through carefully selected attendance at Conferences.
- b. Board members are expected to share materials and ideas from Conferences.
- c. The Board president shall assign three Board members to serve as a Conference Request Committee to review requests brought under this policy.
- d. The three Conference Request Committee members shall determine one Board member to function as the committee chair.

2. Participation and Selection

Board members interested in Conferences that will require expenditure of District funds for either registration, travel, or associated costs shall:

- a. Fill out a Conference Travel Authorization form, including answers to the following questions:
  - i. How does this conference tie to the district goals?
  - ii. How will you share/use information obtained from this conference?
  - iii. How will you follow-up with continued learning after the conference?
- b. Submit the form and a copy of the conference bulletin to the Conference Request Committee chair at least 45 days in advance of the conference.

3. Approval Process

- a. Upon receipt of a conference request, the committee shall review the application and either approve or deny the request.
- b. The committee chair shall inform the requesting board member whether the request has been approved or denied and, in the event of denial, discuss the reasons for the denial.
- c. A Board member whose Conference attendance has been denied may resubmit the request or ask that the entire board hear the request at the next scheduled board meeting.
- d. Approved Conference Travel Authorization forms shall be given to the superintendent's secretary for processing.