

EXPENSE REIMBURSEMENTS

The School Board encourages attendance and participation of school personnel at professional development activities in order meetings. The purpose of this policy is to provide the staff with opportunities to improve their work skills and to maintain high morale.

Requests for reimbursement from School Board funds will be honored only for activities approved in advance by the superintendent or superintendent's designee and for which a statement of travel, with supporting documents, is submitted at the conclusion of the trip.

Adopted: April 9, 2012

Revised: November 10, 2014

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-253.13:5, 22.1-296.

Cross Ref.: GCL Professional Staff Development