

**BOARD MEMBER INSERVICES AND CONFERENCES**

**POLICY STATEMENT**

- A. The Board encourages the participation of its members at appropriate school board conferences, conventions, seminars, and workshops.
- B. Annually, the Board will select one of its members to represent the Board at the Wisconsin Association of School Boards (WASB) Delegate Assembly.
- C. Annually, the Board will select one of its members to represent the Board as the CESA delegate.
- D. The District will pay the registration fee and reimburse Board members for mileage, lodging, and meals incurred while attending said conferences as outlined in the procedure. Registration fee and reimbursement costs will be limited to the Board member attending, not to include a spouse or any other person accompanying the Board member.

**POLICY PROCEDURE**

- A. The Board members will submit their reimbursement requests with required receipts to the District Administrator, or his/her designee. Reimbursement requests must be made on the District's "Travel Report" form.
- B. Board Members will receive a reimbursement check within 30 days.

LEGAL REFERENCE: Section 120.10(4) Wisconsin Statutes

CROSS-REFERENCE: