

## **SCHOOL COMMITTEE CONFERENCES, CONVENTIONS, AND WORKSHOPS**

To provide continuing in-service training and development for its members, the School Committee encourages the participation of all members at appropriate School Committee conferences, workshops, and conventions. However, in order to control both the investment of time and funds necessary to implement this policy, the committee establishes these principles and procedures for its guidance:

1. As required by M.G.L. 71:36A, all school committee members elected after March 26, 2003, shall receive a minimum of 8 hours of orientation concerning the responsibilities of their office. This training is to include the areas of school finance, the open meeting law, public records law, conflict of interest law, special education law, collective bargaining, school leadership standards and evaluations, and the roles and responsibilities of school committee members. The hours of training each school committee member receives are to be tracked until the minimum requirement is met. The Massachusetts Association of School Committees shall provide training in all of the required areas at its Academy of School Leadership.
2. Funds for participation at such meetings will be budgeted for on an annual basis. When funds are limited, the committee will designate which of its members would be the most appropriate to participate at a given meeting.
3. Reimbursement to committee members for their travel expenses will accord with the travel expense policy for staff members.
4. When a conference, convention, or workshop is not attended by the full committee, those who do participate will be requested to share information, recommendations, and materials acquired at the meeting.

Upon the approval of the School Committee, travel and convention expenses will be provided to individual members within budgetary limitations to advance their development as School Committee members.

LEGAL REF.: M.G.L. 40:5

***Agawam Public Schools 2003***  
(Amended 8/26/03)

Approved by Agawam School Committee on August 26, 2003, by a vote of 6 – 0 – 1 absent.