

SCHOOL DISTRICT OF WAUPACA

SERIES 500 PERSONNEL

CODE: 537.2

STAFF ATTENDANCE AT WORKSHOPS AND CONFERENCES

The Board of Education believes that staff members will benefit from attendance at certain conferences and meetings and that all staff should have the opportunity to attend conferences and related meetings within the constraints of the district.

It is also recognized that staff absences have a detrimental effect on student learning and this must be given consideration when approving staff requests to be absent.

A total yearly limit of absences from assigned duties for the purposes of attending conferences, conventions, meetings, workshops, and/or unpaid leave requests unrelated to health, shall not exceed five (5) working days. Under no circumstances shall any teacher be granted in excess of five (5) working days for the purposes listed above.

This limit applies only to requests generated by a staff member. Immediate supervisors may request a staff member to attend a particular conference, workshop, meeting, etc. This will not count towards the 5 working days as determined above.

ADOPTED: 071376

REVISED: 071393, 91096

REVIEWED: 110976, 121377, 121278, 021186

LEGAL REFERENCE:

CONTRACT REFERENCE:

CROSS REFERENCE:

School District of Waupaca is an Equal Opportunity Employer