

National Conference Application

The College Place School District contract includes a section to help three certified staff attend a national conference each year. After completing, duplicate for each of the three negotiation team members.

From the contract Article IV Section 4: Each staff member shall be allowed **\$525** for staff development as it pertains to the District's plans for improved student learning, which will include travel, registration, and other directly associated costs that received prior approval from the building administrator and the Superintendent. Up to two (2) substitute days will be paid by the district for absence due to attending staff development. These funds can be used in part, or all, for credits for professional growth, subject to the prior approval procedures as stated.

Each of three (3) individual staff members may receive an additional **\$700** and an additional substitute day to attend a national convention/conference. Additional days will be the responsibility of the individual. Criteria and selection of staff for convention/conference attendance will be done by the staff negotiation's team...

Name: _____ Building _____ Date _____

Conference Title: _____

Conference Location: _____

Conference Date(s) _____

Briefly detail how this conference will enhance your teaching.

To encourage a variety of participants, applicants should span the buildings, grades, and/or subject matter. Applicants may reapply every three years. This is a use or lose to the Health Insurance Pool, so after November 1 applicants will be on a first come basis.

The C.P. Negotiation Team initially approves the above National Conference applicant. Applicants are entitled to three substitute days and \$1225.00 for expenses. Meal and lodging reimbursements are based on Per Diem Rates from the government.

www.gsa.gov/travel.htm

Signature/Date _____

Attach to Monthly Travel Expense Voucher or requisition.