

450 DISTRICT SPONSORED WORKSHOPS AND CONFERENCES

I. PURPOSE

The purpose of this policy is to clarify the obligations, opportunities, and business necessities for the School District, its employees, and students regarding workshops and conferences sponsored by the School District.

II. GENERAL STATEMENT OF POLICY

- A. The School District is committed to the improvements of all staff. For professional staff, the School District will set aside time each year for professional in-service.
- B. The School District is committed to parent-teacher communication. The School District will set aside time within the professional contract for the purpose of parent-teacher conferences.
- C. It is the task of the staff and administration to use the time effectively in meeting the needs for inservice workshops and parent-teacher conferences

III. APPLICATIONS AND PROCEDURES:

- A. Staff and administration will work together in the planning of such in-service workshops and conferences
- B. In arranging for such workshops and conferences, the School District recognizes the following:
 - 1. That the restaurant facilities in Foley are ill suited to accommodate 110-225 persons at a given time for meals and refreshments.
 - 2. That there is a need to schedule workshops, conferences, and meetings of the staff that last more than two hours, have over thirty participants and/or extend over a normal meal time.
 - 3. That in the above described conditions, there is a business necessity of providing a meal or refreshments for the purpose of maintaining attention, productivity and efficiency of time.
- C. Given these conditions, the School District authorizes the administration to make such provisions on a limited basis for workshops and conferences.
- D. Nothing in this policy shall be construed as limiting the School District from specifying the content of such workshops and conferences, the scheduling of such workshops and conferences, or requiring employees to attend such workshops or conferences.
- E. This policy applies only to employees and/or other individuals required to attend such

workshops and conferences.

Legal References:

Cross References:

Foley Public Schools Adoption Record: 07/19/2021