

# Series 300 – Administration

Policy Title: **Administrators Professional Development**

Policy Code No. 303.7

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The Board encourages the administrators to continue their professional growth by becoming involved in professional organizations, attending conferences, continuing their education, and participating in other professional activities.

It shall be the responsibility of the administrators to arrange their schedules in order to attend various conferences and events in which they are involved. Prior to the attendance at events, the administrators must have received approval from the Superintendent. In the case where overnight travel or unusual expense is involved, the superintendent will bring it to the attention of the board prior to the administrator attending the event.

The administrators shall report to the Superintendent about each event attended.

Date of Adoption 06/10/2002  
Review Date 08/26/2019  
Revision Date 08/26/2019

Legal Ref.: Iowa Code § 279.8.  
281 I.A.C. 12.7.

Cross Ref.: 302.6 Superintendent Professional Development  
401.7 Employee Travel Compensation