Board Development, Activities and Travel

The County Board recognizes that professional development and participation in professionally related associations and organizations will help them understand their responsibilities, stay abreast of new developments in education and develop their skills.

All Board members may attend conferences, workshops and other events for the purpose of Board development. Board members may also attend meetings of associations or committees, which relate to their duties as Board members. Board members shall report to the County Board, orally or in writing, as soon as possible on such activities that they attend.

Funds for County Board development and travel shall be budgeted annually. To the extent possible, registration and hotel arrangements shall be made through the Superintendent’s office.

Expense Reimbursement

Members may attend such activities within the state and shall be reimbursed for such expense as is incurred, within prescribed County Office guidelines, without prior action of the County Board and upon presentation of proper receipts.

Members may attend such activities outside the state upon prior approval of the County Board, and shall be reimbursed for such expense as is incurred, within prescribed guidelines, upon presentation of proper receipts.

The Superintendent shall periodically determine expense reimbursement guidelines for County Office staff. The same guidelines will determine expense reimbursement for Board members. Personal expenses shall be the responsibility of individual County Board members. Personal expenses include, but are not limited to, the personal portion of any tip, alcohol, entertainment, laundry, expenses of any family member who is accompanying the County Board member on official business, personal use of an automobile, and personal losses and traffic violation fees incurred while on official business.

Legal References:

Education Code 33360 Department of Education and statewide association of school district boards; annual workshop
Government Code 54950-54963 The Ralph M. Brown Act, especially 54952.2 Meeting

Adopted SMCBE 10/01/08
Revised SMCBE 02/19/14, 03/15/17
(Replaces Board Policies 9215.1, 9215.2 and 9215.3)