

# Dallas School District 2

Code: **GCLB**  
Adopted: 7/22/02

## **Conference Attendance by Employee Who is Also an Elected Official**

The School Board encourages School District employees to actively participate in community affairs. Such participation may be in the role of an unpaid, elected public official. When, while serving in the role of a public official, an employee is designated by that agency to attend a workshop, conference, or convention which will benefit that agency and, through it, the community-at-large, the School Board will consider a request by the employee to be absent from duty on the following basis:

1. A qualified substitute can be assigned to the position;
2. The cost of the substitute may be deducted from the employee's salary;
3. Not more than five days a year shall be approved during a school year;
4. A written request for the absence from duty along with the action of the governing Board authorizing the attendance shall be submitted to the Superintendent well in advance of the meeting date.

School Board approval shall be required.

END OF POLICY

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### **Legal Reference(s):**

[ORS 332.107](#)