

4240 EMPLOYEE TRAINING

The Board of Education believes that continued training and study is essential to the improvement of employee performance and the acquisition of job related skills. The Board encourages all employees to participate in appropriate training programs.

The Superintendent or designee shall prepare procedures for employee participation in programs of job skill improvement. The procedures will include methods of reporting and verifying claims for participation in such activities.

The Board will reimburse employee requests for attendance at training programs provided participation has been approved in advance by the Superintendent or designee.