

FISCAL MANAGEMENT

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EXPENSE REIMBURSEMENTS

The Charlottesville City School Board encourages attendance and participation of school personnel in professional development activities in order to improve work skills and to maintain high morale.

Requests for reimbursement from Charlottesville City School Board funds will be honored only for trips activities approved in advance by the superintendent or superintendent's designee and for which a statement of travel, with supporting documents, is submitted at the conclusion of the activity.

Adopted: April 3, 1998  
Revised: June 19, 2008  
Revised: June 25, 2013  
Reviewed: June 20, 2017

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Legal References: Code of Virginia, 1950, as amended, §§22.1-78, 22.1-253.13:5, 22.1-

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Cross References: GCL Professional Staff Development