



**DURHAM CATHOLIC
DISTRICT SCHOOL BOARD**
Learning and Living in Faith

Memorandum

To: Board of Trustees
From: Tracy Barill, Director of Education
Date: March 27, 2023
Subject: **Out of Province Travel – Canadian Association of School System Administrators (CASSA) Annual General Meeting and Conference**

Recommendation

Moved by _____, seconded by _____

“THAT the Durham Catholic District School Board approve the attendance of up to six members at the Canadian Association of School System Administrators (CASSA) – Annual General Meeting and Conference scheduled for July 5-7, 2023, in Victoria, British Columbia.”

Rationale

The Broader Public Sector Procurement and Expense Directives Policy (PO109) and its attended Administrative Procedure (AP109-1) require that out-of-province travel be brought by the Director to the Board for approval.

The Canadian Association of School System Administrators (CASSA) is the national network of senior school system leaders. CASSA members include provincial affiliates and individual members. The Association serves its members by providing a forum for communications and professional development through its annual leadership conference, magazine, webinars, and newsletters.

Senior staff members have been invited to attend the Annual CASSA Conference on “*Leadership – Coast to Coast to Coast.*”

This year’s conference will feature guest speakers, best practices, and networking opportunities. The CASSA Annual General Meeting and Conference is an excellent opportunity to connect with senior level decision-makers and influencers across the country.

TB/eb