

Smithtown Teachers' Association



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PROFESSIONAL DEVELOPMENT FUND

MAJOR 2022-23 CONFERENCES

- Summer 2022 Conference July 1-September 30**
PAPERWORK DEADLINE:
within 30 calendar days of the first day of school
unless conference was held after September 15th—
then within 30 calendar days after return from conference

FALL '22

- Fall Conference Period:**
October 1, 2022-January 31, 2023
Fall Application Period:
September 1, 2022-September 16, 2022

PAPERWORK DEADLINE FOR FALL:
Within 30 calendar days of your return
from the conference

SPRING '23

- Spring Conference Period:**
February 1, 2023-June 30, 2023*
Spring Application Period:
November 1, 2022– November 16, 2022

PAPERWORK DEADLINE FOR SPRING:
Within 30 calendar days of your return
from the conference
AND no later than June 20, 2023

SUMMER '23

- Summer 2023-24 Conference Period:**
July 1, 2023-September 30, 2023
Summer 2023 Application Period:
April 17, 2023-April 28, 2023
PAPERWORK DEADLINE FOR SUMMER:
Within 30 calendar days of the first day of school
If conference is after September 15th, then within 30 calendar days of your return

NOTE: (1) Proof of Attendance to conference is mandatory.

(2) Reimbursement documents must be submitted to the STA Office within 30 days of your return from the conference. The deadlines for reimbursement may be extended by an additional 20 calendar days by mutual agreement between the district and the STA President.

*(3) No conferences will be approved for the first week of school or the last two weeks of school (June 12-23, 2023)

*(4) Paperwork for conferences that end after June 20 must be submitted within 7 days of the end of the fiscal year.