



## **SSOA Board of Directors**

### *Training Reimbursement Policy*

The SSOA Board will consider reimbursement of members for advanced training consistent with the following guidelines:

1. Members should obtain approval from the SSOA Board prior to taking any advanced training for which they will seek reimbursement from SSOA. Members should provide information on the content of the training course and the registration cost.
2. The Board will consider the member's status in the organization, their willingness to handle more competitive assignments, their actual potential to handle the more competitive assignments, and the value of the specific training program.
3. Reimbursements will be made on a 'first come, first served' basis, using the date of receipt by the SSOA Board of the written reimbursement request from any member. Reimbursement requests can be submitted to any SSOA Board member.
4. Reimbursement is limited to a reasonable registration cost of the advanced training classes. Normally, no reimbursement will be made for travel costs. Exceptions for travel costs will be considered for special cases where SSOA member participation in training activities is required or recommended by the SSOA Board.
5. Reimbursements will not be made in excess of the amount in the current year SSOA budget.
6. The Board may request the member to share lessons learned from the reimbursed training with other SSOA members at a scheduled SSOA meeting.

**Approved:** *Rich Shoemaker*

**Effective Date:** February 15, 2003

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**SSOA Board Members:**

Rich Shoemaker, President  
Vann Sisemore, Treasurer  
Abby Gengozian, Secretary  
Gary Welch, College Commissioner  
Joe Owino, Member at Large

Buddy Edging, Assignor  
Bill Sisk, Member at Large  
Rick Finger, Member at Large  
Buddy Edging, Supervisor of Officials