



State of New Jersey

DEPARTMENT OF EDUCATION

PO Box 500

TRENTON, NJ 08625-0500

MIKIE SHERRILL
Governor

DR. DALE G. CALDWELL
Lt. Governor

DR. LILY LAUX
Commissioner

June 1, 2026

Ms. Ruth Byrne, President Elect
Art Educators of New Jersey
19 Sedgewick Drive
Magnolia, DE 19962

Re: Approval of Overnight Travel Waiver for 2026 NJ Conference

Dear Ms. Byrne:

The New Jersey Department of Education has reviewed your request submitted on behalf of the Art Educators of New Jersey (AENJ) seeking a waiver of the in-state overnight travel restriction to support the 2026 Annual Conference in Princeton, New Jersey, scheduled for October 26 – 27, 2026.

Under N.J.S.A. 18A:11-12, N.J.A.C. 6A:23A-7.11, and the State Department of Treasury OMB Circular 16-11, reimbursement for in-state overnight travel is generally prohibited. However, in accordance with N.J.A.C. 6A:23A-7.11(c), exceptions may be granted for events that are broad and multidisciplinary in scope, comprised of content-rich educational programming, and offer important professional development opportunities or required training. After carefully reviewing your submission, **it has been determined that the conference meets these criteria and is hereby approved.**

Waiver Approval Details:

- **Overnight lodging reimbursement** is approved for October 26, 2026, **only**.
- Reimbursement is limited to attendees whose **one-way commute exceeds 50 miles**.
- **Registration fees, mileage, and meals** may be reimbursed per the OMB Circulars 20-04 and 16-11.
- Districts must ensure attendance is limited to staff whose roles align with the conference's purpose or continuing education requirements.

We appreciate AENJ's commitment to advancing education and wish you a successful event.

Sincerely,

A handwritten signature in black ink, appearing to read "Lily Laux", written in a cursive style.

Dr. Lily Laux
Commissioner

LL/JH/mp

c: Senior Staff
Executive County Superintendent