



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

May 4, 2026

Ms. Suzanne Buchanan, Executive Director  
Autism New Jersey  
500 Horizon Drive - Suite 530  
Robbinsville, NJ 08691

**Re: Approval of Overnight Travel Waiver for 2026 Conference**

Dear Ms. Buchanan:

The New Jersey Department of Education has reviewed your request submitted on behalf of Autism New Jersey seeking a waiver of the in-state overnight travel restriction to support the 44<sup>th</sup> Annual Conference in Atlantic City, New Jersey scheduled for October 22 & 23, 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 22, 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 Autism of New Jersey'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