



State of New Jersey

DEPARTMENT OF EDUCATION

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TRENTON, NJ 08625-0500

PHILIP D. MURPHY
Governor

TAHESHA L. WAY
Lt. Governor

KEVIN DEHMER
Commissioner

January 22, 2026

Ms. Susan Young, Executive Director
New Jersey Association of School Business Officials
4 AAA Drive, Suite 101
Robbinsville, NJ 08691

Re: Approval of Overnight Travel Waiver for 2025 NJASBO (Revised)

Dear Ms. Young:

The New Jersey Department of Education has reviewed your request submitted on behalf of the New Jersey Association of School Business Officials (NJASBO) seeking a waiver of the in-state overnight travel restriction to support the Annual Spring Conference in Atlantic City, New Jersey, scheduled for June 3 – 5, 2026, and June 9 – 11, 2027.

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, exceptions may be granted for events that are multidisciplinary, content-rich and offer essential professional development. Your submission meets these criteria.

Waiver Approval Details:

- **Overnight lodging reimbursement** is approved for June 2, 3, and 4th, 2026, and June 8, 9, and 10th, 2027 **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 NJASBO's commitment to advancing science education and wish you a successful event.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Dehmer".

Kevin Dehmer
Commissioner

KD/DC/TM/ke
c: Senior Staff
Executive County Superintendent