



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

September 24, 2025

Ms. Marissa Finkelstein, Coordinator
New Jersey Performing Art Center
1 Center Street
Newark, NJ 07102

Re: Approval of Overnight Travel Waiver - Creating Healthy Communities: Arts in Public Health Convening

Dear Ms. Finkelstein:

The New Jersey Department of Education has reviewed your request submitted on behalf of the New Jersey Performing Art Center (NJ PAC) seeking a waiver of the in-state overnight travel restriction to support the Creating Healthy Communities: Arts in Public Health Convening in Newark, New Jersey scheduled for October 15 – 16, 2025.

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 15, 2025 **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 NJ PAC's commitment to advancing education and wish you a successful event.

Sincerely,

Kevin Dehmer
Commissioner

KD/DC/mp
c: Senior Staff
Executive County Superintendent