



State of New Jersey
DEPARTMENT OF EDUCATION
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TRENTON, NJ 08625-0500

MIKIE SHERRILL
Governor

DR. DALE G. CALDWELL
Lt. Governor

DR. LILY LAUX
Commissioner

April 28, 2026

Dr. Donna McInerney, Chief Executive Officer
Foundation for Educational Administration
12 Centre Drive
Monroe Township, NJ 08831

Re: Approval of Overnight Travel Waiver for 2026 Conference

Dear Dr. McInerney:

The New Jersey Department of Education has reviewed your request submitted on behalf of the New Jersey Principals & Supervisors Association (NJPSA), the Foundation for Educational Administration (FEA), and the New Jersey Association for Supervision and Curriculum Development (NJASCD), seeking a waiver of the in-state overnight travel restriction to support the 2026 Fall Conference in Atlantic City, New Jersey scheduled for October 14 – 16, 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 14 & 15, 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 NJPSA, the FEA, and the NJASCD's commitment to advancing education and wish you a successful event.

Sincerely,

Dr. Lily Laux
Commissioner

LL/JH/mp

c: Senior Staff
Executive County Superintendent