



SCHOOL BOARD MEETING REPORT

Board Meeting Date: 21-May-12

Agenda #

Staff/Administrator: Lisa Cross

Superintendent: Dan Huber-Kantola

Type of Item: Action

Please state your proposal briefly and clearly. What do you want the board to know, discuss, or decide?

The curriculum department has requested that the Per Diem rate allowed by the district for meals be increased. Currently, the district pays \$34.00 for a full day of meals prorated for partial days; breakfast \$8.50, lunch \$8.85, and dinner \$16.65. The 2012 IRS maximum federal per diem rate is \$46.00 per day. The administrative team has recommended the Three Rivers School District daily rate be increased by \$6.00 a day, for a total of \$40.00 per day for meals.

Provide history/background information on your proposal.

Per diem is only paid for meals when an overnight stay is required and only paid for that time away from home, for meals not included in conference registration, or included in the hotel stay. Per diem rates have not increased since before 2003. The majority of travel is funded through federal funds or limited to an amount bargained in contracts.

List the advantages of your proposal:

When employees are away from home it can be difficult to find meals that fall under our meal allowance. Increasing the per diem rate by \$6.00 a day is helpful to district employees.

List possible disadvantages of your proposal:

Conference and travel budgets could be expended sooner than before.

List possible alternatives that could also offer a solution to your proposal. Why were they not recommended?

Superintendent's recommendation(s):

Approve: Yes No