

## **BB 9251 BOARD MEMBER REQUEST TO EXPEND DISTRICT FUNDS**

### **Expenditure of Funds**

The School Board recognizes, through the budget development process, that the expenditure of District funds in order to participate in District-related business associated with Board Member governance roles may be necessary. Such business may include, but is not limited to, training (in-person or online); travel to meetings, conferences, workshops, and events affecting education in general and the District in particular; and activities that support the overall purpose and vision of the District.

*(cf. 9240 - Board Development)*

All travel by Board Members shall be educationally necessary, fiscally prudent, and directly related to and within the scope of the Board Members' governance responsibilities. All travel expenditures must be for travel that is related to the instructional needs of the School District or further supports the efficient and effective operations of the District.

### **Procedure for Requesting Approval to Expend Budgeted Funds**

1. During the budget development process, the Board shall identify specific training, meetings, conferences, and activities related to District business and designate interested Members to attend.
2. Alternate Members shall be identified in the event the original designees are unavailable to attend.
3. Participation in events that have not been identified, but still fall within a Board Member's role and the Board's approved budget, may be presented to the Board at a duly noticed meeting for consideration for the requesting Board Member's involvement or participation.

### **Pre-approval for Expending Budgeted Funds**

The Board may consider, at any time prior to funds being expended, proposed travel, training-related expenses, or resources that support the Board or Board Member's role, as long as funds have been identified within the Board's budget.

*CSD ADOPTED: 8/14/2024*

*CSD REVIEWED: 12/10/2025*