Three Rivers School District
Quality Education Runs Deep

SCHOOL BOARD MEETING REPORT

Board Meeting Date: 10/18/2017   **Superintendent:** Dave Valenzuela

Administrator/Staff: Lisa Cross

Type of Item: ☐ *Informational*   ☒ *Action*

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

We are requesting the district per diem rate of $34 a day be adjusted to the 2017 GSA (US General Services Administration) Standard CONUS rate of $46 per day and be adjusted, in the future, when GSA reports changes to the rate.

Provide history/background information on your proposal:

The current per diem rate of $34 a day has been in affect since at least 2002 and allows for the following: $8.50 for breakfast, $8.85 for lunch, and $16.65 for dinner. The GSA CONUS rate allows $11 for breakfast, $12 for lunch, and $23 for dinner and is the lowest GSA rate available. All rates include the cost of gratuity. The following districts in Southern Oregon reported the following as their per diem rates:

Eagle Point - $44 total - $10 breakfast, $12 lunch, $22 dinner

Central Point - GSA $46 total - $11 breakfast, $12 lunch, $23 dinner

Grants Pass - $30 total (no breakdown given)

Butte Falls - GSA $46 total - $11 breakfast, $12 lunch, $23 dinner

Klamath County - GSA $46 total - $11 breakfast, $12 lunch, $23 dinner

In fiscal year 2016-17, $18,000 was spent on per diem; $6,000 out of general fund and $12,000 out of grant funds. All travel expenses in the general fund are included in discretionary allocations and each location must budget for those expenses accordingly.

List the advantages of your proposal:

Raising the per diem to standard rates would allow employees to travel on district business with fewer out of pocket expenses.

List possible disadvantages of your proposal:

Fewer general fund discretionary dollars would be available for other uses.

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

N/A

Superintendent's recommendation(s):   **Approve:** Yes ☐   No ☐