

~~8025—School Board Development and Expenses—~~

- ~~1. The Superintendent shall annually at the reorganization meeting include a review of this policy.~~
- ~~2. Each School Board member traveling under this policy must have School Board pre-approval at a regular meeting of the School Board, special meeting of the School Board, or by two School Board officers in situations where there is an urgent need to attend a meeting.~~
- ~~3. Expenses incurred attending meetings including transportation, lodging, meals, and registration fees shall be a charge against School District funds when previously authorized by the School Board.~~
- ~~4. The Superintendent of Schools or designee will review School Board expenses and pass on to the treasurer for review and approval. If a discrepancy exists, the treasurer is to immediately bring this to the attention of the individual School Board member and Superintendent for correction.~~
- ~~5. All expenses must be filed with the Business Services within 30 days from the conclusion date of the activity.~~
- ~~6. Reasonable reimbursement rates can be made for the following with actual receipts that show convenience and economy.~~

tourist class airfare	limousine, buses, taxi
registration, fees and banquets	car rentals
lodging	parking and meals

- ~~7. Private vehicle usage can be reimbursed at 30 cents per mile by turning in a reimbursement form without any receipts.~~
- ~~8. Per diem rates for expenses, in the absence of receipts, are as follows:~~

-	<u>In State</u>	<u>Out of State</u>
Breakfast	\$ 5.00	\$ 5.00
Lunch	7.00	7.00
Dinner	<u>13.00</u>	<u>15.00</u>
-	\$25.00 per day	\$27.00 per day

- ~~9. Requests for reimbursement for out of ordinary expenses can be made to the Superintendent as per No. 4 above. If necessary, the Superintendent can bring it before the Board at the next regular meeting.~~
- ~~10. Advances for lodging, transportation, and registration fees may be made with 10 days prior notice. Meal advances may be based on per diem costs times the number of days.~~
- ~~11. Members may receive expense money, as per Policy #8035, for travel and meals relative to meetings necessary to fulfill their committee obligations. All out-of-state travel, paid for or reimbursed by a third party, will require preapproval of the School Board.~~

~~Adopted: 06-09-1970 ISD 709~~

~~Revised: 04-12-1977~~

~~03-13-1984~~

~~06-11-1986~~

~~04-17-1990~~

~~07-16-1991~~

~~06-08-1992~~

~~04-25-1995~~

~~06-20-1995~~

~~03-18-1997 ISD 709~~

