

REMUNERATION, REIMBURSEMENT, AND OTHER BENEFITS

AR 9250 (a)

Remuneration for meeting attendance is set by the North Slope Borough Municipal Code and Board resolution and will be handled as explained below.

Honorarium

Board members will be paid an honorarium of \$1000.00 for the regular monthly meeting attended, \$250.00 for each work session and workshop meeting attended, and \$300.00 for each special meeting attended. The School Board President or Chairman for majority of a meeting shall be paid \$1,250.00 for each regular meeting and \$350.00 for each special meeting pursuant to North Slope Borough Municipal Code Sec. 2.24.020 (B).

The length of any regular monthly meeting or special meeting will be determined by the number of days required to make a disposition of all items on the agenda. Any meeting may be “recessed” overnight, for lunch or dinner, or for any other reason, but a new meeting will not be considered to have been called until there has been a disposition of all items on the agenda and a new agenda is created.

“Payroll deductions” such as FICA, PERS, federal withholding taxes and state withholding taxes, will be taken from the honorarium payments; however, these deductions will not be construed to mean that the Board members are employees of the district, but rather the deductions will be made merely to comply with regulations concerning taxable compensation.

The pay date for the honorarium will be ~~the day after the first day of the meeting~~ aligned with the classified pay schedule, for processing bi-weekly. The Board clerk or designee will furnish a memorandum of the Board members in attendance to the payroll office at the beginning of the day after the first day of the meeting.

Per Diem

The pay date for the per diem will be the day after the first day of the meeting and will be paid to all non-resident-of-meeting-village Board members in attendance as listed by the memorandum of the Board clerk or designee described above.

A per diem advance of \$145.00 per night for up to two days living expenses will be paid at the same time as the honorarium, and any needed adjustment in amount for greater or less than two days will be made on the next payment of per diem.

Full Per Diem:	\$145.00 per night when Board member provides own meals and lodging. An additional half day of per diem may be added to an overnight stay for expenses on the following day.
Partial Per Diem:	\$50.00 per full day when Board member provides own meals.
Incidentals Only:	\$25.00 per partial or full day when Board member provides no lodging or meals.

Examples:

1. No Overnight Stay: Depart village of residence without staying overnight. Since per diem is calculated on a per night basis, there is no per diem due if the Board member does not stay overnight. Board members, however, may have some incidental expenses, such as lunch, which are properly reimbursable; therefore, a payment of \$25.00 per diem shall be paid for incidental expenses when the Board member does not stay overnight.

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<u>Summary</u>	1 partial day for incidentals:	\$25.00
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2. Single Night Stay: A single overnight would result in a per diem payment of \$145.00, assuming the Board member arranges own lodging and food. Because this may not fully cover expenses, a single overnight stay will be interpreted as requiring 1.5 days of per diem payment. For example:

a. Depart Barrow on Tuesday for Nuiqsut and return Wednesday. Since *the Board member stayed overnight, per diem would be 1.5 days at \$145.00 per day, a total of \$217.50.*

<u>Summary</u>	full day full per diem for Tuesday:	\$145.00
	1/2 day full per diem for Wednesday:	\$72.50

b. Depart Barrow on Tuesday for Point Hope and return Wednesday. Board member stays at borough camp where lodging and meals are provided. Since the Board member stayed overnight and since all but incidental expenses were paid for by the district or borough, the per diem due is \$25.00 for each of two days for incidentals, a total of \$40.00.

<u>Summary</u>	1 full day for incidentals:	\$25.00
	1 partial day for incidentals:	\$25.00

c. Depart Barrow on Tuesday for Wainwright and return on Wednesday. Several Board members stay at the hotel (paid by district purchase order) and others stay with family and friends. Meals are not included on the district purchase order to the hotel. Per diem for one night and part of the next day would be:

Stayed in Hotel: \$50.00 per day times 1.5 days = \$75.00

<u>Summary</u>	Full day partial per diem Tuesday:	\$50.00
	1/2 day partial per diem Wednesday:	\$25.00

Stayed with family: \$135.00 per day times 1.5 days = \$202.50

<u>Summary</u>	1 full day per diem Tuesday:	\$145.00
	1/2 day full per diem Wednesday:	\$72.50

3. Multiple Night Stay: Depart village of residence for Anchorage on Tuesday and return on Saturday. Per diem for the four nights would be \$135.00 times 4 = \$540.00. Because of food expenses on the last day (Saturday), this four night stay will be interpreted as 4.5 days of per diem: 4.5 times \$135.00 = \$607.50.

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Summary	1 day full per diem Tuesday:	\$145.00
	1 day full per diem Wednesday:	\$145.00
	1 day full per diem Thursday:	\$145.00
	1 day full per diem Friday:	\$145.00
	1/2 day full per diem Saturday:	\$72.50

4. Multiple Night Stay - Lodging and Food Provided: Depart village of residence on Wednesday for Prudhoe Bay and return on Saturday. All lodging and food provided by either borough or district purchase order. Since there are no expenses except incidentals, per diem would be 4 days times \$25.00 per day = \$100.00.

Summary	1 day incidentals only Wednesday:	\$25.00
	1 day incidentals only Thursday:	\$25.00
	1 day incidentals only Friday:	\$25.00
	1 partial day incidentals only Saturday:	\$25.00

Loss-of-Pay Compensation

Loss-of-Pay Compensation is set at \$300 per day. A Board member may receive an advance of not more than two days' loss-of-pay compensation two times within a fiscal year. Payroll deductions will be taken from these payments; however, these deductions will not be construed to mean that the Board members are employees of the district, but rather the deductions will be made merely to comply with the regulations concerning taxable compensation.

The pay day for loss-of-pay compensation will be ~~the day after the first day of the meeting~~ aligned with the classified pay schedule, for processing bi-weekly and will be paid to all Board members in attendance who request loss-of-pay compensation, in accordance with Board policy. Adjustments to loss-of-pay compensation for periods greater or less than two days will be made on the next payment of loss-of-pay compensation or honorarium.

Designated Representative Pay

Designated Representative Pay is set at \$200, regardless of the length of the meeting, seminar or other event attended. ~~Payment shall be made prior to the Board member's departure for the event.~~ The pay date for Designated Representative pay will be aligned with the classified pay schedule, for processing bi-weekly. Payroll deductions will be taken from these payments; however, these deductions will not be construed to mean that the Board members are employees of the district, but rather the deductions will be made merely to comply with the regulations concerning taxable compensation.

Adopted 06/01

Revised 10/04

Revised 03/05

Revised 10/08

Revised 01/12

Revised 09/15

Revised 09/24