



Sharon Williams, Ed.D.  
*Superintendent of Schools*

To: RIMSD 41 Board of Education  
From: Dr. Sharon Williams  
Cabinet Champion: Annaka Whiting, Chief Financial Officer  
Date: May 12, 2026  
Re: 2026 -27 School Year Board Travel

Board Policy 2:125, Board Member Compensation; Expenses, provides that the Board shall regulate the reimbursement of travel, meal, and lodging expenses by resolution and that, at the start of each fiscal year, the Superintendent shall recommend a maximum allowable reimbursement amount based on the District's budget and other financial considerations.

For the 2026-27 school year, it is recommended that the Board establish a cumulative annual cap of \$20,000 for all Board member travel expenses combined. Historically, District expenditures in this area have ranged from approximately \$13,000 to \$21,000 annually.

This cap is intended to provide clear parameters for reasonable and necessary costs associated with Board-approved meetings, conferences, and professional development opportunities related to public school governance. This includes events such as Illinois Joint Annual Conference (ILJAC) in Chicago, the National School Boards Association Conference (CUBE), National Association of State Boards of Education (NASBE) conference (location varies annually), as well as local IASB meetings and training.

Consistent with Board policy, all travel expenses must be approved by roll call vote at an open meeting of the Board and submitted on the District's standardized expense forms with appropriate documentation.

**It is recommended that the Board of Education approve the maximum allowable reimbursement for Board travel, meal, and lodging expenses for the 2026-27 school year, in accordance with Board Policy 2:125 be capped at \$20,000.**

**Investment Period: 2026 - 27 School Year**  
**Total Investment: \$20,000**  
**Funding Source: District Funds**