BOARD MEMBER EXPENSES

The actual expenses of board members <u>while may be paid for traveling to and from and attending board meetings will be paid. Board members will use discretion in accruing actual expenses for which they will seek reimbursement. The expenses of board members who attend, conferences or meetings as representatives of the district <u>may be paid.and on other occasions while engaged in district business</u>. Such expenses for conferences may be paid in advance. A director may, upon request. In addition to transportation, lodging, meals and registration fees, the following other expenses are reimbursable:</u>

A. Reasonable amounts for gratuities associated with meals and baggage handling.
B. Parking fees

C. Duplication costs

In the event a board member utilizes their own private vehicle, mileage shall be reimbursed at the district approved rate.

Cross References: Board Policy 5341 Reimbursement for gratuities not exceeding customary percentages for the cost of meals as well as reasonable amounts for services such as baggage handling when the costs are incurred while the individual is engaged in district business or other approved travel.Travel

Legal References:	RCW 28A.320.050	Reimbursement of expenses of directors, other school representatives, and superintendent candidates — Advancing anticipated expenses
	RCW 43.03.170	Advance payment of travel expensesAdvance warrants — Issuance — Limitations

Management Resources:

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