

EXPENSE REIMBURSEMENTS

The Board of Education may only make expenditures of public funds if the expenditure is for a valid public purpose. Expenditures are for a valid public purpose if the expenditure is required for the general good of all District inhabitants. Second, the primary objective of the expenditure must be to further a public purpose, even if an incidental private end is advanced.

The expenditure of public funds for alcoholic beverages is not a proper public purpose. Therefore, neither Board members nor District staff will be reimbursed for alcoholic beverages.

Further, the Auditor of State has concluded that if prior authorization has been given for an expense, the Auditor will not question an expense reimbursement in the course of an audit for coffee, meals, refreshments or other amenities unless there is a clear indication that the reimbursement is arbitrary or incorrect. For this reason, the Board establishes the following expense reimbursement limits. The Board will reimburse up to \$40.00 per day for meals. The Board will reimburse an employee for the reasonable expense of lodging and transportation that has been preapproved by the employee's supervisor and the Treasurer. In no event will the Board reimburse an employee for transportation expenses beyond the value of the least expensive airplane ticket available to the traveler.

The Board shall pay mileage to employees engaged in District business at the current IRS rate.