

Section 1000 – Board Bylaws

1162 Board Member Development Opportunities (Cf. 1168)

1162

The Board recognizes the need for continuing in-service training and education and encourages the participation of all members at these specific categories of activities as a part of their official duties: conferences, workshops, in-service programs, and conventions, at the local, regional, state, and national levels. A Board member's actual and necessary expenses shall be paid for or reimbursed when the member attends any of these activities.

In situations where a Board member holds a state or national office in a School Board Association, or has been asked or appointed to serve a School Board Association at the state or national level, the Board shall budget for the additional expenses as agreed to prior to the beginning of each fiscal year.

Funds for participation at all activities shall be budgeted for on an annual basis.

Approved: February 12, 2007

LEGAL REF: MCL 380.11a; 380.1254; 388.1764b

Section 1000 – Board Bylaws

1168 Reimbursement for Expenses

1168

Board members shall be reimbursed for actual and necessary expenses incurred because of attendance at Board-approved workshops, seminars, conferences, or conventions.

To receive reimbursement for an expense listed in this policy, an expense voucher, together with supporting receipts or other evidence of actual expenses, shall be submitted to the District business office for processing. Payment will be made after the Board approves the reimbursement.

Expenses for spouses, family members, or others accompanying Board members as companions, are not reimbursable unless such persons would otherwise be entitled to reimbursement as conference attendees and employees of the District.

There shall be no reimbursement for the purchase of any alcohol, tobacco, or personal products or services.

Approved: February 12, 2007

LEGAL REF: MCL 380.1254; 388.1764b; OAG, 1977-1978, No 5272(1978).

Section 3000 – Fiscal Management

3600 Reimbursement of Expenses (Cf. 1168, 5330)

3600

District personnel, or members of the Board, who incur expenses in carrying out their authorized duties shall be reimbursed by the District to the extent approved or provided in Board policies or duly negotiated agreements upon submission of an approved voucher and supporting receipts up to 30 days after such expenses are incurred. Such expenses may be approved and incurred in line with budgetary allocations for the specific type of expense.

Approved: February 12, 2007

LEGAL REF: MCL 15.321-330; 129.221 et. seq.; 129.241 et. seq.