

Corvallis School District

THE BOARD OF TRUSTEES

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Trustee Expenses

Expenses for Board Members-In-District

A trustee shall not receive remuneration for his/her service as a trustee. Trustees living more than three (3) miles from the meeting place shall be entitled to mileage at the rate stipulated in § 2-18-503, MCA, for each mile of travel from their homes to the meeting place for each meeting of the Board, and for any meeting called by the County Superintendent of Schools. Such travel reimbursement may be paid as the travel is assumed, or may accumulate until the end of the fiscal year, at the discretion of the reimbursed trustee.

Expenses for Board Members at Out-of-District Meetings

Trustees elected by the citizens to serve on the Board that provides governance to the District, a financially large public enterprise, serve without financial compensation. To intelligently deal with numerous issues and to budget and monitor thousands of dollars in expenditures annually, training and communications are essential. Trustees normally attend workshops, training institutes and conferences, at both the state and national level. It is appropriate that trustee expenditures at these out-of-District meetings be paid by the District.

It is the intent of the District to pay all legitimate costs for trustees to attend out-of-District meetings. The purpose of this policy is to provide for expenditure guidelines and define what are considered legitimate expenses of attendance at out-of-District meetings. The District will pay the cost for:

1. Transportation to and from the meeting site in the amount of the cheapest available air fare, if the meeting is more than one-hundred (100) miles from Corvallis, and at the per mile rate approved for the District for meetings one-hundred (100) miles or less from Corvallis.
2. On-site transportation: For necessary transportation by bus, taxi or rental car during the course of the meeting.
3. Hotel or motel cost for trustee room accommodations at the meeting or convention headquarters facility, or other as necessary. If at a convention, and the headquarters hotel cannot accommodate all of the participants and a trustee must stay at an alternative facility, the cost of the alternative facility will be paid.
4. Up to twenty dollars (\$20.00) per day food cost in state and twenty six dollars (\$26.00) per day food cost out of state will be allowed. Alcohol and tobacco purchases will not be reimbursed.

5. Telephone services: necessary telephone communications with business or family resulting from the trustee being away from Corvallis.
6. Incidental expenditures for tips and other necessary costs attributable to the trustee's attendance at the meeting.
7. Registration and materials which are a part of the meeting agenda and/or requirements.

Legal References	§ 2-18-503, MCA	Mileage allowance
	§ 20-1-211, MCA	Expenses of officers attending conventions
	§ 20-3-311, MCA	Trustee travel reimbursement

Policy History:

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Effective Date: 1/1/99

Revised on: