

THE BOARD OF TRUSTEES

1 Trustee Expenses

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3 Expenses for Board Members - In-District

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5 The members of the trustees of any district may not receive compensation for their services as
6 trustees. A trustee is entitled to collect mileage at a rate equal to the mileage allotment allowed
7 by the United States internal revenue service for the current year for the first 1,000 miles and 3
8 cents less per mile for all additional miles traveled within a given calendar month.

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10 The members of the trustees who reside over 3 miles from the trustees' meeting place must upon
11 request be reimbursed at the rate as provided in 2-18-503 for every mile necessarily traveled
12 between their residence and the meeting place and return in attending the regular and special
13 meetings of the trustees, and all trustees must be similarly reimbursed for meetings called by the
14 county superintendent. The travel reimbursement may be accumulated during the school fiscal
15 year and paid at the end of the fiscal year, at the discretion of each trustee.

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17 A trustee must file a reimbursement for mileage form, prior to July 1 of each year, requesting
18 reimbursement for the then current fiscal year. The form may be obtained from the District
19 Clerk/Business Manager.

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21 Expenses for Board Members at Out-of-District Meetings

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23 Trustees normally attend workshops, training institutes, and conferences at both the state and
24 national levels. The District will pay all legitimate costs for trustees to attend out-of-District
25 meetings, at established rates for reimbursement set by the District:

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27 1. Transportation as approved by the Board;
28 2. On-site transportation during the course of the meeting, i.e., bus, taxi, or rental car;
29 3. Hotel or motel costs for trustee, as necessary;
30 4. Food costs as necessary;
31 5. Telephone services for necessary communications with business or family, resulting from
32 the trustee being away from Jefferson County;
33 6. Incidental expenditures for tips and other necessary costs attributable to the trustee's
34 attendance at a meeting; however, the District will not reimburse or pay for such items as
35 liquor, expenses of a spouse, separate entertainment, or other unnecessary expenditures.

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39 Cross Reference: 7336 Travel Allowances and Expenses

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41 Policy History:

42 Adopted on: February 2007, March 2018

43 Revised on: