

O. Expenses PP3050

Expenses incurred by the superintendent or anyone delegated by the superintendent or School Board shall be reimbursed at the current state rate. Mileage will be paid for cars taken to school functions with the prior approval of the superintendent. When there are 10 persons or less cars may be taken; with more than 10 a school bus will be used. Other expenses allowable are room and board when travel is necessary to carry out school business. Current state rates will be paid for mileage and meals.

The school board will reimburse employees for amounts actually spent up to these rates providing the trip had prior approval and receipts for expenses are presented with the claim for reimbursement. Any other expenses must be approved by the board on an individual basis.