

1 **Bainville K-12 Schools**

2
3 **THE BOARD OF TRUSTEES**

1531

4
5 Trustee Expenses

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7 Expenses for Board Members - In-District

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9 The members of the trustees of any district may not receive compensation for their services as trustees.
10 The members of the trustees who reside over 3 miles from the trustees' meeting place must be reimbursed
11 at the rate as provided in 2-18-503 for every mile necessarily traveled between their residence and the
12 meeting place and return in attending the regular and special meetings of the trustees, and all trustees
13 must be similarly reimbursed for meetings called by the county superintendent. The travel reimbursement
14 may be accumulated during the school fiscal year and paid at the end of the fiscal year, at the discretion of
15 each trustee.

16
17 A trustee is entitled to collect mileage at a rate equal to the mileage allotment allowed by the United
18 States internal revenue service for the current year for the first 1,000 miles and 3 cents less per mile for all
19 additional miles traveled within a given calendar month.

20
21 A trustee must file a reimbursement for mileage form, prior to July 1 of each year, requesting
22 reimbursement for the fiscal year. The form may be obtained from the District Clerk/Business Manager.

23
24 Expenses for Board Members at Out-of-District Meetings

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

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

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40 Cross Reference: 7336 Travel Allowances and Expenses
41 Mileage reimbursement form

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43 Legal Reference: §2-18-503, MCA Mileage - allowance
44 §20-3-311, MCA Trustee reimbursement and compensation of
45 secretary for joint board.

46
47 Policy History:

48 Adopted on:

49 Reviewed on: 2/25/08

50 Revised on: Fall 2003, 8/9/17