

1 **Charlo Public School District**

2
3 **THE BOARD OF TRUSTEES**

1531

4
5 Trustee Expenses

6 Expenses for Board Members - In-District

7
8 The members of the trustees of any district may not receive compensation for their services as trustees.

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

15
16 A trustee is entitled to collect mileage at a rate equal to the mileage allotment allowed by the United
17 States internal revenue service for the current year for the first 1,000 miles and 3 cents less per mile for all
18 additional miles traveled within a given calendar month.

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

22
23 Expenses for Board Members at Out-of-District Meetings

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

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

37
38 Cross Reference: 7336 Travel Allowances and Expenses
39 Mileage reimbursement form

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41 Legal Reference: §2-18-503, MCA Mileage - allowance
42 §20-3-311, MCA Trustee reimbursement and compensation of
43 secretary for joint board.

44 Policy History:

45 Adopted on:

46 Reviewed on:

47 Revised on: 7/18/17