

BBBF Reimbursement for Expenses (See GAN)

BBBF

No board member shall be reimbursed for expenses incurred for any travel unless the travel has been approved by the board. Board members who provide their own transportation shall be reimbursed for each mile actually traveled in attending board meetings and in the performance of district business. Receipts, excluding receipts for meals, shall be provided by the board member in accordance with the provisions of GAN if reimbursement for such expenses is sought. Reimbursements will be provided for board approved travel under the terms generally accepted for state employees in the Kansas Department of Administration's current publication entitled Employee Travel Expense Reimbursement Handbook. Once board member travel is approved, prepayment of meal allowances based on the destination, timing, and duration of the trip may be prepaid to the board member for use during the member's trip.

Approved: 1/12/17

KASB Recommendation -1/01; 7/03; 4/07; 7/16; 1/17