

Amend Policy BID - Board Member Compensation and Expense under Section B of the Gadsden ISD Policy Manual and Administrative Regulations. Policy BID would be amended by Senate Bill 375 which changes the per diem reimbursement rates for in-state or out-of-state travel for certain public officers. Reference Section 10-8-4 NMSA 1978.

B-3400

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BID

BOARD MEMBER COMPENSATION AND EXPENSES

Elected and appointed members of the local Board of Education shall be entitled to receive per diem in the amount of ~~seventy-five (\$75.00) for full attendance at regularly scheduled school board meetings that are approved for each fiscal year.~~ forty-five dollars (\$45.00) if the officer physically attends the board or committee meeting for less than four hours or the officer attends a virtual meeting of any duration during a single calendar day; or ninety-five dollars (\$95.00) if the officer physically attends the board or committee meeting for four hours or more during a single calendar day. Per diem shall not be paid for ~~committee meetings,~~ special meetings, ~~or~~ emergency meetings, or for more than one board or committee meeting that occurs on the same day.

Elected and appointed members of the local Board of Education shall be entitled to claim mileage reimbursement for attendance at ~~committee meetings,~~ Board workshops, Board emergency meetings, and Board special meetings.

Elected and appointed members of the local Board of Education shall be entitled to usage of a district supplied cellular phone or reimbursement for the cost of a base plan not to exceed sixty dollars (\$60.00) per month and must follow guidelines for procurement as established by the district.

Board members may be reimbursed for expenses incurred in connection with any school business authorized by the Board.

Reimbursement amounts shall not exceed the maximum amounts established pursuant to 6.20.2.19 NMAC.

The Board may grant approval for a Board member to be reimbursed actual expenses in lieu of per diem. Reimbursement for meals is limited to a maximum of ~~thirty dollars (\$30) per day in-state and forty-five dollars (\$45) per day out-of-state~~ fifty-five (\$55) per day for in-state and out-of-state travel

provided that the Board member submits receipts for the actual expenses incurred. Reimbursement for lodging is limited to actual lodging costs provided the Board member submits receipts for the actual expenses incurred.

The Superintendent or the Superintendent's designee may grant travel advances. The traveler must submit required forms to receive advancement. The advancement will be processed at eighty percent (80%) of the total reimbursable trip cost. If a trip is not taken following advancement for such trip, all legal means will be employed to ensure proper reimbursement to the District.

Adopted: date of manual adoption

LEGAL REF.: 10-8-1 NMSA et seq.

22-5-5 NMSA

6.20.2.19 NMAC

CROSS REF.: DKC - Expense Authorization/Reimbursement