

**Reimbursement for Expenses for Board Members and Employees**

**Board Policy Statement:** The Board of Directors authorizes pay for actual and necessary expenses incurred by its members and employees in the discharge of official duties or in the performance of functions authorized by the Board.

**Board Procedures:** BKBA management shall bring this policy statement to the Board each fiscal year authorizing the necessary expenses including instruction, support services, transportation, capital outlay and food service. The Board establishes the following reasonable expense categories as follows: Any and all necessary expenses in the expense categories of instruction, support services, transportation, capital outlay and food service. The Board shall not provide a credit or debit card to a school board member that pledges payment of funds from school district account except in accordance with Michigan and federal law.

**MCL Law: 380.1254**