

## **BP 2735 Board Member Travel**

*Reference: Education Code Section 72423*

Members of the Board shall have travel expenses paid whenever they travel as representatives of and perform services directed by the Board.

Board attendance at conferences or workshops related to Board responsibilities shall be approved by action of the Board of Trustees at Open Meeting.

A District Trustee may be selected to serve as the Board's representative on committees, or other organizations related to Board responsibilities, by action of the Board of Trustees at open meeting. Such action serves as authorization to charge registration fees, mileage, and other related costs to the District.

It is the Board's intent that their travel will be approved at open Board Meeting in advance to the occurrence\*; however, a Trustee may submit a request to the Board at an open meeting for reimbursement of expenses incurred because of an unscheduled meeting called in the District within 30 days of the occurrence of the meeting.

\*This does not include mileage reimbursement claim.

**See Administrative Procedure 2735.**

Adopted: July 21, 2004