



1.0 POLICY

- 1.1 The Board believes that all employees of the Division who incur authorized expenses in carrying out their duties should be reimbursed by the Division upon submission of a properly completed and approved employee expense claim.

References: *Board Policy: D/II/8 - Purchasing*
Admin Practice(s): FM 4 – Purchasing Authority and Procedure
FM 7 – Employee Expense Reimbursement
FM 8 – Homebound Program – Teacher Remuneration
FM 14 – Mileage Claims
