

**Idaho State Board of Education**

**GOVERNING POLICIES AND PROCEDURES**

**Section: I. GENERAL GOVERNING POLICIES AND PROCEDURES**

**Subsection: N. Miscellaneous Provisions**

**June 2013**

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Honorarium and Reimbursement for Actual and Necessary Expenses

State Board members, Public Charter School commissioners, and staff of either entity shall submit claims for reimbursement for actual and necessary expenses in the fiscal year in which they were incurred. Board members and commissioners shall be entitled to an honorarium in the amount of \$50 per day when performing official duties, provided that if less than four (4) hours is spent on official duties, the honorarium will be \$25. Board members and commissioners shall submit claims for honorarium compensation as provided in section 59-509(h), Idaho Code. Claims shall be submitted and paid in the fiscal year in which they were incurred. Claims not submitted in accordance with this policy may be denied.