

Regulation 705.08-R(1): Expenditures For A Public Purpose

Status: ADOPTED

Original Adopted Date: 05/28/2024 | **Last Revised Date:** 09/30/2024 | **Last Reviewed Date:** 09/30/2024

The Board recognizes and supports the principle that District funds are to be expended only for legitimate public purposes and not for private personal gain for which services of comparable value have not been rendered to the District. The Board therefore believes it is important to designate those expenditures for officers, directors, employees, students, contractors, and volunteers which are in addition to salaries and benefits authorized and/or specified in contract or policy, and legitimate expense reimbursements which serve a public purpose.

The Board authorizes the expenditure of District funds for District officers, directors, employees, students, contractors and volunteers for the following purposes, as these are commonly-granted benefits which aid in recruitment of personnel, promote improvement of staff morale and cooperation, and assist in building a commitment to the District, thus assisting in creating a more productive learning environment.

Funds may be used:

1. To provide for the hydration and nutrition, for hospitality purposes, of officials, employees, students, and volunteers at District events not already provided by another entity. The amount spent must be reasonable, and the costs incurred are to be limited to the most economical based on the circumstances of the situation and proximity of the closest food and beverages.
2. To provide for greater efficiency and increased productivity, the District may provide nutrition and hydration at meetings and/or training scheduled for more than 5 hours, with a limit of \$15 per individual.
3. To provide an annual employee recognition meal, per employee amount is limited to \$15 per individual.
4. To aid in the recruitment of personnel, the District may provide meals for interviewees (and when applicable, the interviewee's partner) and District employees accompanying the interviewee at the time of an interview, if occurring over a normal meal time hour, not to exceed \$20.00 per attendee.
5. To recognize longevity of service, the administration and/or Board may hold a retirement event including cake, non-alcoholic beverages, and food upon a bonafide retirement, defined as a minimum age of 55 and completed more than 10 years of service. In addition, a nominal token of years of service (total cost of \$100 or less) may be purchased.
6. To commemorate service milestones via small gifts in 5 year increments, the cost of the gifts will increase nominally with additional years of service.
7. To provide light meals or refreshments during special Board meetings, so long as public officials or others are attending at the invitation of the Board for the purpose of conducting Board business. The total cost of the refreshments shall be reasonable and appropriate for the situation. Non-alcoholic beverages and light refreshments may be provided at regular Board meetings.
8. To support a positive work environment and recognition of exemplary effort, building administrators are authorized for up to \$500 annually for items like treat: or snacks for the staff they supervise.
9. Recognition letters and certificates can be purchased for students for athletic and activity participation.
10. To promote a sense of community within each building and allow for students to identify staff members by providing staff with t-shirts up to \$15 each annually.
11. To allow one meal per participant/coach, per day, up to \$20 for each participant during any State tournament competition (inclusive of tax, tip). Funding for these meals will come from the fundraiser accounts within the student activity fund.
12. To allow funds to be used to purchase District logo t-shirts for District students in athletics, activities, or in the curricular setting, at an amount determined by the Superintendent.
13. To allow funds to be used for staff team building, at an amount determined by the Superintendent.
14. To allow funds to be used for District branded items for new to the District staff to share core values and strategic initiatives, up to \$10 per staff member.
15. To allow up to \$100 for each building to be used towards a retirement gathering each year. Allowable expenses include refreshments and basic decorations.
16. To provide Mental Health Initiative supports for students.

District support organizations may provide meals or the funding for meals for students and/or staff.

When purchasing food and non-alcoholic beverages for directors, employees, students, and volunteers, the cost of the items purchased shall be reasonable for the situation and not exceed the amounts specified, without specific authorization from the Board. No District funds will be used to pay the cost of any alcoholic beverage and no alcoholic beverages will be allowed on school grounds.
