

<u>Section D:</u>  <b>Fiscal Management</b>	<b>Knox County Board of Education Policy</b>		
	<b>Expenses and Reimbursements</b>	Descriptor Term:	Descriptor Code: Issued:
			<b>D-200</b> <b>7/95</b>
		Reviewed:	Revised:
	<b>12/16</b>	<b>2/17</b>	

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The Board shall periodically review the joint [Knox County – Knox County Schools Travel Policy](#) and Regulations that are available in handbook form on the Knox County Schools website.

With prior approval from the Director of Schools or the Director’s designee, school personnel who incur expenses in carrying out their authorized duties shall be reimbursed upon submission of an approved voucher and supporting receipts. Reimbursements will be made in accordance with the Knox County – Knox County Schools Travel Policy Handbook.

Members of the Board shall be reimbursed for transportation, lodging, meals and other pertinent expenses when traveling on business for the Board. Travel expenses for the Board shall be reimbursed in accordance with the Knox County – Knox County Schools Travel Policy.

Approved as to Legal Form  
By Knox County Law Director 12/19/2016  
*/Gary T. Dupler/Deputy Law Director*