

Walla Walla Public Schools

BOARD POLICY

Policy No. 6240

FOOD AND BEVERAGE EXPENDITURES

The board recognizes that staff members and others associated with the district are expected to pay for their own food and beverages. However, under certain circumstances when the district is deriving benefit, the district may expend funds for food and non-alcoholic beverage consumed by staff and others while conducting district business.

The superintendent is directed to establish procedures which reflect the intent of the policy. Such expenditures shall be supported by statements that show:

- A. the occasion for incurring expenses;
- B. the nature of expenses that were incurred; and
- C. the general nature of the business that was being conducted.

Legal References: RCW 28A.320.050 Reimbursement of expenses of directors, other school representatives, and superintendent candidates --Advancing anticipated expenses.
Article 8, Sec. 5 of the Washington State Constitution --No Gift of Public Funds
Office of State Auditor Bulletin No. 301

Adopted by the Board: July 16, 2002
Revised: October 7, 2003