

<b>POLICY</b>	<b>BOARD OF EDUCATION OF FREDERICK COUNTY, MARYLAND</b>
<b>BOARD OF EDUCATION COMPENSATION AND EXPENSES</b>	<b>POLICY 104</b>
<b>104.1 Annual Compensation</b> <b>104.2 Operating Budget Expenses</b> <b>104.3 Board Member Responsibility Expenses</b> <b>104.4 Reimbursement</b>	

**Purpose** – To outline the compensation, benefits, and expenses applicable to the role of Board of Education (Board) members.

**104.1 Annual Compensation**

Each Board member shall receive the annual compensation and benefits and the annual amounts for traveling and other expenses enumerated by law.

**104.2 Operating Budget Expenses**

The following expenses may be covered by the annual operating budget of the Board and are not the personal responsibility of Board members:

- Required computer hardware, software, supplies, and services necessary for communication
- Required cellular telephone equipment
- Approved out-of-county travel expenses
- Conference registration, lodging and travel expenses as determined annually by the Board
- Annual dues, memberships, and subscriptions as determined by the Board
- Other miscellaneous expenses as approved by the Board

**104.3 Board Member Expenses**

The following expenses are the responsibility of the Board members and may include:

- Travel expenses not approved under Section 104.2
- Conference expenses not approved for other reimbursement by the Board
- Materials, documents, reproductions, and office supplies not approved for other reimbursement by the Board.
- Other expenses related to performing Board obligations

**104.4 Reimbursement**

Board members shall follow the system expense reimbursement process and shall be subject to usual system travel and expense guidelines. If approval is required, a majority of the board must approve the travel.

<b>Legal Reference</b>	§3-5B-03, Education Article, <i>Annotated Code of Maryland</i>		
	§4-107, Education Article, <i>Annotated Code of Maryland</i> (NOTE: Frederick County annual meeting in December)		
<b>Policy History</b>	Reviewed: 2017	Adopted: 6/25/03	Revised: 5/10/17