

San Jacinto USD

Board Policy

Automobile Expenses Of Employees

BP 3544.3

Business and Noninstructional Operations

Statement of General Policy

A certificated employee's contract implies reasonable assignment to before and after school supervision and other school related responsibilities, including without limitations, club activities, school and district faculty meetings, attendance at open house events, and day and evening athletic contests, dances and performances. A part of the certificated employee's regular salary is in compensation for, and is in lieu of, actual and necessary travel expenses incurred by the employee in connection with such assignments where the activity is within the district.

Automobile travel expenses of employees shall be paid by the district in approved situations where service is rendered to the district.

When the employee uses his/her personal vehicle, paid expenses shall be limited to mileage allowance which shall be recognized as payment in full by the employee for costs related to gasoline, oil, repairs, maintenance and insurance.

Employee Payments and Reimbursements

Allowance shall be as determined in contracts with employee organizations.

Parking fees shall be reimbursed.

Policy SAN JACINTO UNIFIED SCHOOL DISTRICT

adopted: November 5, 1975 San Jacinto, California

revised: August 11, 1992

revised: February 24, 1998

revised: January 8, 2008