

ANACORTES SCHOOL DISTRICT #103

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Adoption Date: 10/29/98

Policy No. 6240
Management Support

FOOD AND BEVERAGE CONSUMPTION

The board recognizes that staff members and others associated with the district are expected to pay for their own food and beverages. However, the Board authorizes reasonable expenditures for refreshments and/or meals served for meetings conducted to address school business issues. Meetings may be conducted on school premises or at other locations. Meetings may include paid district staff, community volunteers assisting with school projects and/or outside professionals who are part of project teams.

The superintendent is directed to establish procedures which reflect the intent of the board to provide for reasonable food and beverage consumption while in the conduct of business that is of benefit to the district. Such expenditures shall be supported by statements that show:

1. the occasion for incurring expenses;
2. the nature of expenses that were incurred; and
3. the general nature of the business that was being conducted.

