

FOOD AND BEVERAGE CONSUMPTION: 6240

It is recognized that staff members and others associated with the District are normally expected to pay for their own refreshments and meals. However, under certain circumstances (such as meetings and workshops) 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. Reasonable expenses associated with meetings, ceremonies, dedications and open houses are permitted, provided that the events have been authorized by the Superintendent/designee and serve a public purpose.

The cost of food and beverage provided shall be reasonable and not in excess of the benefit received by the District.

Cross References: Administrative Policy – 6213 Reimbursement for Travel and Related Expenses