
Food and Beverage Consumption

Purpose

This policy defines the circumstances in which the district may expend funds for food and beverage consumed by staff and others while conducting business for the District.

Scope

This policy applies to the Superintendent, Chief Financial Officer and employees of the Valley School District.

Policy

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 beverage consumed by staff and others while in the conduct of the business of the District.

The superintendent is directed to establish procedures which supply reasonable food and beverage to staff and others while in the conduct of business that is of benefit to the district. 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.

Related Procedures

6240P1- Food and Beverage Consumption

Policy Cross References

N/A

Policy Legal References

N/A

Management Resources

N/A

Policy History

Action:	Date:
Approved by the Board	June 23, 2010
Revised	
Revised	
Revised	