

Series 4000: District Employment

4100 Employee Rights and Responsibilities

4110-AG Reimbursement

- A. An employee seeking reimbursement for work-related expenses must complete the Frontline Form called, Conference- Reimbursement of Educational Expenses
- B. Reimbursements to bargaining unit employees must comply with applicable collective bargaining agreements unless the expenses are otherwise agreed to by the union.
- C. An employee may be disciplined, up to and including discharge, for submitting false, inaccurate, unauthorized, or improper expenses for reimbursement.

Adoption date:

Revised date: