

## **Expense Authorization / Reimbursement**

**451**

School Board members and employees who incur expenses in carrying out their authorized duties shall be reimbursed by the District upon submission of allowable supporting receipts, provided that prior authorization has been granted.

Reimbursement amounts shall not exceed the maximums established pursuant to the New Mexico Per Diem and Mileage Act (NMSA 1978 Sections 10-8-1 through 10-8-8, as amended) and as provided in Policy 453.