

Travel Expense Rate - Administrative Officers

-POLICY-

1. The following meal travel rates are approved for School District No. 58 (Nicola-Similkameen):

Breakfast	\$ 9.00
Lunch	\$ 15.00
Supper	\$ 21.00
Daily Total	\$ 45.00

2. The following guidance is provided on partial day status.

- 2.1 On the day of departure if travel begins:

After 7:00 a.m.	breakfast cannot be claimed
After 12:00 noon	lunch cannot be claimed
After 6:00 p.m.	no meals can be claimed

- 2.2 On the day of return, if travel status terminates:

Prior to 7:00 a.m.	no meals can be claimed
Prior to 12:00 noon	breakfast can be claimed
Prior to 6:00 p.m.	breakfast and lunch can be claimed
After 6:00 p.m.	all meals can be claimed

3. The mileage rate as established on the B.C.S.T.A. website: www.bcsta.org.
4. These rates are in place for District initiated travel and do not impact joint professional development contract travel.