

**AUTOMOBILE AND LOCAL EXPENSE
ALLOWANCES_SUPERINTENDENT**

An Office of Education vehicle shall be assigned to the Superintendent for use in job-related duties and activities.

The Superintendent shall receive a monthly stipend as approved by the Board of Education to offset normal and necessary out-of-pocket expenses incurred in the fulfillment of his/her professional duties as Humboldt County Superintendent of Schools and for services as the chief executive officer of the Office of Education. These normal and necessary out-of-pocket expenses may include, but may not necessarily be limited to, the following types of expenses:

1. Incidental business expenditures related to office duties and responsibilities
2. Expenses related to business meetings with school officials, California Department of Education representatives, governmental officials, local business leaders, and representatives of local civic groups and agencies
3. Supplementary staff meeting expenditures

Legal reference:

EDUCATION CODE

1200 Traveling expenses

1201 Expenses for attendance at conventions, conferences

GOVERNMENT CODE

1223 Allowance in lieu of transportation charges

Policy

Adopted: May 3, 1989

Revised: May 20, 1992

September 14, 2005

**HUMBOLDT COUNTY OFFICE OF EDUCATION
Eureka, California**