

SCHOOL DISTRICT No. 69 (QUALICUM)

ADMINISTRATIVE PROCEDURE

INTERVIEW AND RELOCATION REIMBURSEMENT FOR EXEMPT STAFF

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Purpose

In order to attract the best candidates for its exempt positions, candidates should be reimbursed for expenses.

Reimbursement shall be as follows:

1. Candidates selected for interview will be reimbursed for legitimate travel, accommodation and meal expenses. Submission of receipts is required in accordance with Board travel and reimbursement rates.
2. The successful candidate may be reimbursed for expenses to relocate within School District 69 boundaries up to a maximum of \$1,000. Receipts must be submitted to the Secretary-Treasurer within sixty (60) days of the move.