

1 Contingent upon the availability of funds and prior approval, the [Transylvania County Board of](#)  
2 [Education \(the “board”\)](#) may reimburse school system personnel for approved travel expenses  
3 incurred while performing school system business. Reimbursement rates will be set by the board  
4 and will be in accordance with any applicable legal requirements. The board may place limits on  
5 the amount of authorized reimbursements.

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7 Authorization for professional travel and reimbursement of out-of-district travel expenses must  
8 be approved in writing in advance by the superintendent or designee, pursuant to regulations  
9 established by the superintendent or designee.

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11 Legal References: G.S. 115C-36, -47(21), 138-6

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13 Cross References:

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15 Adopted:  
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