

**BP 2735 BOARD MEMBER TRAVEL****References:**

Education Code Sections 72423

Members of the Board of Trustees may have travel and/or conference expenses paid when they travel as representatives of and perform services directed by the Board. The Board is expected to travel in the most economically prudent manner possible.

**Board of Trustee Travel Allocation**

District paid travel shall be limited to the amount adopted in the Annual Budget.

**Approval for Out of State Travel**

Out-of-state travel is approved in advance by a majority of the Board at a meeting of the Board of Trustees.

**Reimbursement for Travel**

Reimbursement for Trustee travel expenses shall follow the District administrative procedures. (See BP/AP 7400 Travel)

**Report on Conference Participation**

1. Newly elected Trustees in their first year of service are expected to participate in the Community College League of California's (CCLC) Effective Trustee Workshop. The cost of the Effective Trustee Workshop will be borne by the District.
2. Trustees are expected to provide a report on conference participation at a meeting of the Board of Trustees, within 60 days following conference attendance.

Members of the Board shall have travel expenses paid whenever they travel as representatives of and perform services directed by the Board.

---

Date Adopted: March 16, 2010

Date Revised: February 26, 2013; November 13, 2018

**Date Revised:** November 14, 2023