

Policy Information

Series 5000 - Personnel

Employee Compensation: Honorariums

Policy # 5410, 4.1

POLICY

1995 5410

Personnel

SUBJECT: EMPLOYEE COMPENSATION: HONORARIUMS

The Board recognizes that there will be occasions when employees, in recognition of their specific knowledge or field of responsibility, will be requested to give presentations, participate in panels, provide workshops or seminars, or serve in a consultation capacity to organizations which are not, and are not eligible to be, subscribers of the BOCES services. The Board also recognizes that such groups will, upon occasion, offer an honorarium to the employee, or provide reimbursement for expenses incurred by the employee. In such situations, when an honorarium is offered, or when expenses are reimbursed, the employee is authorized to accept such honorarium, or to receive expense reimbursement, provided that the activity engaged in does not interfere with the regular assignment within the BOCES, and that such honorarium or expense reimbursement is not duplicating any expenses paid by the BOCES, excepting the regular salary of the employee.

Employees receiving honoraria or expenditure reimbursement are to report the details to the Assistant Superintendent for Planning and Instruction.

Board Approved
3/16/93
2/2/94
7/18/95

Adoption Date: 3/16/1993, Revised: 2/2/1994; 07/18/1995
5000 - Personnel
