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Expense Reimbursement Policy

WSC Academy will reimburse the actual and necessary expenses incurred by its Board members or employees while in the discharge of official duties or in the performance of functions authorized by the board. Expenses incurred by a board member will be approved if the board, by a majority vote of its members at an open meeting, approved reimbursement of the specific expense before the expense was incurred and/or the expense is consistent with a policy adopted by the board, by a majority vote of its members at a regular board meeting, establishing specific categories of reimbursable expenses and approves the reimbursement before it is actually paid.