



COMMUNITY DISTRICT EDUCATION COUNCIL 30

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Resolution #126

Resolution Calling for a Streamlined Process for

Community Education Council and Citywide Council Member Reimbursement

Whereas members of the Community Education Councils and Citywide Councils (collectively “the Councils”) serve without compensations; and

Whereas duties as members of the Councils include meetings above and beyond the monthly meetings of the Council, including but not limited to meeting with representatives from the NYC Department of Education central offices, Community School District offices, Parent-Teacher Associations, School Leadership Teams, Community Boards, and offices of various elected officials; and

Whereas performing duties incur expenses, such as for transportation and childcare; and

Whereas the Councils are each provided with \$20,000 annually from the City as operating budget that includes reimbursement for members; and

Whereas there is a maximum monthly expenditure amount for members of the Councils (\$125 per month for members, \$200 for President); and

Whereas the Department of Education’s fiscal policy prohibits reimbursement of expenses incurred outside of the City (such as for attending a conference) even if such amounts are within the monthly allotment; and

Whereas because of this restriction members of the Councils are unable to take advantage of many professional development opportunities or have to pay for them out of their own pocket; and

Whereas to receive reimbursement for even the smallest of expenses (e.g., a 5-minute taxi ride) requires supporting documentation in the form of a meeting agenda, sign-in sheet or email communication between the parties; and

Whereas not all meetings attended by members of the Councils are “formal” meetings with agendas, sign-in sheets or email communication; and

Whereas many members of the Councils find the requirements for documentation beyond receipts and reimbursement forms insulting and view such requirements as evidence for lack of trust and disrespect for their professionalism and commitment.

Therefore be it resolved that the Community District Education Council 30 requests the Department of Education to streamline the reimbursement process so that:

- Members need only to submit receipts and the reimbursement forms;
- Members can request reimbursement for any expenses incurred during the current fiscal year so long as the requests are submitted before the SIPP processing deadline;
- Reimbursement requests approved by either the President or the Treasurer should be honored;
- By a vote of the Council, professional development expenses be reimbursed regardless of where such expenses were incurred;
- Out-of-the-City expenses approved by the Council be reimbursed at the full amount if the member requesting reimbursement has unspent funds carried over from prior months; and

Therefore be it resolved that Community District Education Council 30 urges the Department of Education and other involved agencies to be respectful of the commitment and professionalism of volunteers who serve on the Councils when developing fiscal policies.

VOTED AND UNANIMOUSLY APPROVED: MARCH 13, 2017