
HEARING OFFICER EXPENSE REIMBURSEMENT

In accordance with the Commissioner’s Regulations, the maximum compensation rate for Impartial Hearing Officers is \$100 per hour. The activities associated with impartial hearings which are reimbursable under this compensation rate are:

- Pre-hearing activities such as scheduling the hearing and determining the location, conducting pre-hearing conference calls, arranging for interpreters, witnesses, subpoenas, and a stenographer, writing letters to the parties involving the hearing;
- Hearing activities such as conducting the hearing, handling settlement agreements placed on the record, and arranging for subsequent hearing dates;
- Post-hearing activities such as researching information pertinent to the hearing issues and writing the decision.

In addition, travel reimbursement is not considered to be an activity associated with the compensation rate set. Accordingly, and in addition to the maximum hourly rate of \$100, the School District agrees to reimburse an Impartial Hearing Officer at the IRS per mile rate for travel as well as reimbursement for reasonable lodging and meal expenses upon timely presentation of appropriate receipts for such expenses.

Adopted 4/24/17