

**POLICY #75**

**HEARING OFFICER HOURLY RATE AND  
TRAVEL REIMBURSEMENT POLICY**

In accordance with the Education Law and Commissioner's Regulations, the maximum compensation rate for impartial hearing officers is \$100 per hour. There is no maximum per diem on the number of hours for compensation. The hourly rate adopted by the Board of Education is *\$[insert amount]* until otherwise changed.

The activities associated with impartial hearings which are reimbursable under this compensation rate are:

- prehearing activities such as scheduling the hearing and determining the location, conducting prehearing conference calls, arranging for interpreters, witnesses, subpoenas and a stenographer and writing letters to the parties involved in 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 issue(s) and writing the decision.

In addition, travel reimbursement is not considered to be an activity associated with the compensation rate set by the Commissioner. Accordingly, the School District agrees to reimburse an impartial hearing officer for travel at the IRS per mile rate for travel, as well as reimbursement for reasonable overnight and meal expenses upon timely presentation of appropriate receipts for such expenses. The time spent in traveling shall *[insert one of the following]*:

- a). not be compensated;
- b). be compensated at the hourly rate of *\$[insert amount]*;
- c). be compensated at the same hourly rate as the compensation rate stated above.

In making this choice, the Board should be mindful that some very able hearing officers who may have to travel several hours to the hearing site may decline the appointment if they cannot bill for travel.

First Reading:	July 13, 2017
Second Reading:	August 16, 2017
BOE Adoption:	August 16, 2017