

Policies of the Board of Education

Section D Fiscal Management

EXPENSE REIMBURSEMENTS 400.20

District personnel and officials who incur expenses in carrying out their authorized duties shall be reimbursed by the District upon submission of a properly filled out and approved voucher. Such expenses may be approved and incurred in line with budgetary allocations for the specific type of expense.

When official travel by personally owned vehicle has been authorized, mileage payment shall be made at IRS approved rate.

Adopted by the School Board January 8, 1996
Revised by the School Board November 20, 2012