

PLAINFIELD PUBLIC SCHOOLS

EXPENSE REIMBURSEMENTS

The Board of Education authorizes the Business Manager to establish regulations controlling payment of car allowances to employees for use of personal cars in transaction of school district business and reimbursement for educational meetings, transportation and lodging costs. The mileage rate for in-state travel by car will be the IRS Standard Mileage Reimbursement rate. Reimbursement for out-of-state travel by car will be made on the basis of air fare or mileage rate whichever is the lesser.

Adopted: 10/13/87
Revised: 03/09/94
Revised: 11/02/05
Revised: 10/09/13