

MEMORANDUM SRS-448

TO: School Board
FROM: Office of the Superintendent
DATE: March 25, 2008
RE: Travel Reimbursement

Travel Reimbursement

Item 7 of SWRSD Travel Reimbursement regulations adopted 1/95 sets the amount of reimbursement by private automobile to thirty-five cents (\$.35) per mile. Because of increased fuel costs, this amount does not cover actual costs.

Change Item 7 to read:

Authorized travel by private automobile will be reimbursed at the standard mileage rates set by the Internal Revenue Service.

Recommended Action: Motion to approve.