

Puxico R-VIII Schools

MILEAGE CHART

The following chart represents the maximum mileage allowed for each destination. If your actual mileage is less, please be accurate in your reporting. Mileage reported is round trip from Puxico Schools to the destination indicated.

DESTINATION	MILES	DESTINATION	MILES
ADVANCE	45	GREENVILLE	62
BELL CITY	52	JEFFERSON CITY	530
BERNIE	72	KANSAS CITY	790
BLOOMFIELD	36	MALDEN	76
BRANSON	480	MARBLE HILL (WOODLAND)	70
CAMPBELL	90	MEADOW HEIGHTS (PATTON)	106
CAPE GIRARDEAU (SEMO)	100	NAYLOR	100
CHAFFEE	72	NEELYVILLE	91
CHARLESTON	124	OSAGE BEACH (TAN-Tar-A)	530
CLEARWATER	112	POPLAR BLUFF	58
COLUMBIA (MIZZOU)	545	SIKESTON	94
DELTA	68	SPRINGFIELD (MO STATE)	430
DEXTER	52	ST LOUIS (DOWNTOWN)	320
DONIPHAN	112	TWIN RIVERS	44
EAST PRAIRIE	138	VAN BUREN	136
ELLSINORE	94	ZALMA	30
ESSEX (RICHLAND)	65		

MILEAGE RATE

The mileage rate for all professional development activities is \$0.40 per mile.

MEAL POLICY

The maximum daily allotment for meal reimbursement is \$30.00/day. All receipts must be turned in for reimbursement and they must be itemized. Please do not highlight or tape receipts. If the conference/workshop you are attending provides meals, you may not receive reimbursement for meals purchase during those times.

HOTEL/MOTEL ROOMS

The school will only be responsible for rooms during the actual dates of the convention/workshop you are registered for. A copy of the registration sheet should be attached to your request. If check is sent with you at time of stay remember to bring back the invoice for accounting purposes.