Name: _____

Date: _____

Conference expenses, workshops attended, athletic mileage, etc.
Mileage is allowed at the rate of 57.5 cents per mile for all travel within or outside of the district, effective Jan 1, 2020

MONTHLY EXPENSE REPORT FOR EMPLOYEES

Date of trip	Explanation of Expense	Number of Miles Traveled	Amount Due

Total Amount Due: _____

Signature: _____