

BARNEVELD SCHOOL DISTRICT

EXPENSE REIMBURSEMENT

District personnel and other school officials who incur expenses in carrying out their authorized duties or activities may be reimbursed by the District upon submission of a properly completed and approved expense report, and supporting receipts as appropriate. Such expenses must be approved and incurred in line with budgetary allocations for the specific type of expense according to District guidelines.

Mileage reimbursement for official school business, with the District Administrator's prior approval will be reimbursed at the current IRS established rate.

The Barneveld School District does not discriminate on the basis of sex, race, color, religion, creed, age, national origin, ancestry, pregnancy, marital status, sexual orientation, or disability.

LEGAL REFERENCE:	Sections	118.21 Wisconsin Statutes
		118.24
		120.10(4)
		120.13 (16), (32)

Approved: June 11, 2014