School Board Policy Manual: DKC

Expense Authorization/Reimbursement School Board Approved: October 3, 2005

District personnel and officials who incur expenses in carrying out their authorized duties may be reimbursed by the District upon submission of a properly filled out and approved voucher and such supporting receipts as required.

When official travel by personally owned vehicle has been authorized, mileage payment shall be made at the current IRS rate.