

**MILEAGE REIMBURSEMENT**

**POLICY STATEMENT**

- A. Reimbursement for mileage for school related business or activities will be the same as the rate allowed for tax purposes by the Internal Revenue Service (IRS) and will be adjusted annually each January 1 to coincide with the adjusted IRS rate.
- B. Individuals receiving a monthly mileage allowance will have that amount adjusted annually on January 1, based on the IRS percent of increase relative to the mileage rate.

LEGAL REFERENCE:

CROSS-REFERENCE: