

Action Sheet

MEETING DATE: August 24, 2022

AGENDA ITEM: Discuss and consider approval of Employee Travel Reimbursement Rates for fiscal year 2022-2023

Employee travel procedures are set-forth in DEE- Regulation. Reimbursement rates for meals are as follows:

Breakfast \$13.00

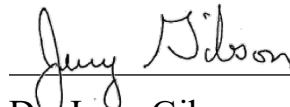
Lunch: \$14.00

Dinner: \$23.00


Maximum per day: \$50.00

Mileage is reimbursed at the rate set by the Texas Comptroller of Public Accounts (which follows the Standard Federal Mileage Rate set by the IRS). The rate for July 2022 through December 31, 2022, is 62.5 cents per mile. This is an increase of four cents from the prior year. In January, when the new rates are released, the District will adjust its rates to match the Comptroller.

RECOMMENDATION: I move the Board approve travel reimbursement rates for fiscal year 2022-2023, as presented.



Dr. Jerry Gibson
Superintendent



Connie Morgenroth
Asst. Superintendent of Business and Operations