



1645 West Mill Street, Anderson, CA 96007
 (530) 378-7000 FAX (530) 378-7001

Trustees:
 Les McMullen
 Michael Costa
 Jim Carroll
 Helen Ciaramella
 Terri Quigley

Jason Provence
 Superintendent

DATE: _____

CLAIM OF: _____

ADDRESS: _____

CITY, STATE: _____

AGAINST
 CASCADE UNION ELEMENTARY SCHOOL DISTRICT

_____ ACCOUNT

MILEAGE REIMBURSEMENT	AMOUNT
<p>An employee using their own vehicle on school business must have automotive liability insurance and file an up to date <i>Employee Driver Application</i> form with the District office, prior to receiving a mileage reimbursement.</p> <p>To reimburse dates from _____ to _____</p> <p>_____ miles @ IRS mileage rate \$0.58 effective January 1st, 2019.</p> <p>Mileage reimbursement rates and rules are based on both State and Federal regulations.</p> <p>Reimbursement claims must be submitted at the end of every month. Any claims that are not received at the end of the month will not be reimbursed.</p> <p><i>This is a summary; please refer to the full text of Board Policy 3350 Business and Non-instructional Operations.</i></p> <p style="text-align: right;">Total \$</p>	

 PRINCIPAL/MANAGEMENT'S APPROVAL

 EMPLOYEE SIGNATURE

 SUPERINTENDENT'S APPROVAL

CASCADE CARES

Challenging classroom discourse ♦ Academic success ♦ Responsible behaviors ♦ Engaging strategies ♦ Supportive relationships