



## Business Office Updates

Greetings,

We are excited to welcome you back to the start of a new school year. We wanted to provide a list of some highlights for the Upcoming 2022/2023 school year.

- Employee Reimbursement:
  - Employee Reimbursements with the appropriate pre-approval authorization AND documentation will be allowed. If you have any questions or concerns contact Kim Boston in the Business Office. [KABoston@pike.k12.in.us](mailto:KABoston@pike.k12.in.us)  
[Travel & Reimbursement Procedures](#)
  
- Personnel Grant Approval Form:
  - This form provides helpful information to Human Resources and the Business Office to manage grants and reduce confusion. Please use this form when adding a new employee to a grant or moving an employee between grants.  
[Personnel Grant Approval Form](#)
  
- Purchasing Director:
  - We are in the process of filling this vacant position. Their duties will include, but are not limited to, District-wide purchasing, purchasing law and compliance, Bids, Sole Source, State QPA, Textbook orders, TBR rates, and collections. We will keep you abreast of our progress. In the meantime, continue to follow our current purchasing practices.
  
- Loving Care Funds to Elementary Schools:
  - With the increase in Loving Care tuition for families, it is unlikely that principals will receive Loving Care funds for the next few years, as in the past, to support activities for students in schools. Dr. Young has graciously agreed to provide some alternate funding. Additional guidance will be forthcoming.
  
- Mileage Rate:
  - The IRS has increased the mileage rate for the remainder of 2022. This was approved by the Board and effective 7/1/2022. The new mileage rate is 62.5 cents per mile.
  
- Athletic Stipends Reimbursable from ECA:
  - In previous years, the reimbursement did not include FICA/Perf/TRF or Workers Comp. Going forward this reimbursement rate should include these applicable benefits.

Thank you and have a Great Year!!

Greg A. Foster, CPA  
Chief Financial Officer