

Fairfield Public Schools

Fairfield, Connecticut

TO: All Schools

FROM: Angelus Papageorge

DATE: July 01, 2024

SUBJECT: 2024-2025 - Mileage Reimbursement Schedule

Monthly Mileage	Date Due: By Email to: (Kim Barber)	Mileage Reimbursement Pay Date
<u>2024</u>	<u>2024</u>	<u>2024</u>
July	August 1	August 23
August	September 3	September 20
September	October 1	October 18
October	November 1	November 27
November	December 2	December 27, 2024
<u>2025</u>	<u>2025</u>	<u>2025</u>
December, 2024	January 2, 2025	January 24
January	February 3	February 21
February	March 3	March 21
March	April 1	April 17
April	May 1	May 30
May	June 2	June 27
June – 10 ½ Month	(2) days after the last day of school by 9:00 a.m.	July 11
June – 12 Month	June 26th by 9:00 a.m.	July 11

NOTE: MILEAGE REIMBURSEMENT SHEETS RECEIVED AFTER NINE AM ON THE DATE DUE WILL NOT BE PROCESSED UNTIL THE FOLLOWING PAYROLL.

PLEASE SUBMIT THE MILEAGE MONTHLY.

If you have any questions, please contact Kim at ext. 8115.