P3400 MILEAGE COMPENSATION FOR IN-DISTRICT TRAVEL

BOARD POLICY:

Any employee regularly required to drive their own automobile within the school district in connection with their employment shall be compensated according to procedures established in the Travel and Business Expense Guide. Compensation shall be based on the rate established by the Department of Administration for the State of Kansas.

Administrative Implemental Procedures:

1. Adjust mileage rates to be effective on the first of the month following the date the Department of Administration for the State of Kansas makes a change.

Administrative Responsibility: Financial Services
Latest Revision Date: January 2026
Previous Revision Date: November 2006