

# North Boone

Community Unit School District 200

Dr. Michael Greenlee, Superintendent

Ms. Melissa Geyman, Director of Business Services

## School Board

### Exhibit - Board Member Expense Reimbursement Form

Submit to the Superintendent, who will include this request in the monthly list of bills presented to the School Board. Please print and attach receipts for all expenditures. Use of this form is required by 2:125-E3, Resolution to Regulate Expense Reimbursements. Please print.

Name: Ed Mulholland

Title/Office: Board Member

Travel Destination: Chicago - SB conference

Purpose: School Board Conf

Departure Date: 11/15

Return Date: 11/18

☒ Receipts attached

Request Date: \_\_\_\_\_

☐ Approved expense advancement (voucher) attached, if applicable\* (Completed 2:125-E2, Board Member Estimated Expense Approval Form.)

Actual Expense Report										
* Board members will be reimbursed for actual and necessary expenses that exceed the amount advanced, but must refund any expense advancement that exceeds the actual and necessary expenses incurred. (105 ILCS 5/10-22.32)										
Auto Travel Allowance: _____ per mile										
Date	Mileage Miles	Cost	Comm. Travel Expenses	Lodging	Meals Bkfst   Lunch   Dinner			Other Item	Cost	Daily Total
11/15	84	37						tolls	3.00	40
11/18	84	37						tolls	3.00	40
11/17								Ed & Brian's		59.63
11/16										23.49
Subtotal										163.02
Advances Less Linda Meal dinner										50.00
TOTAL (a negative amount indicates refund due from Board member)										\$ 105.02

Submitting Board Member's Signature

Date

Superintendent Signature

Date

School Board Action: ☐ Approved

☐ Denied

☐ Approved in Part

☐ Exceeds Maximum Allowable Amount

