

SAN DIEGO UNIFIED SCHOOL DISTRICT

Date: December 9, 2013
To: All Employees
Subject: MILEAGE REIMBURSEMENT RATE
**Department and/or
Persons Concerned:** All Employees

Reference:

Brief Explanation:

Effective January 1, 2014, the Internal Revenue Service standard mileage reimbursement rate will decrease to 56 cents per mile. In agreement with the employee union contracts and the past practice of the district, the district mileage reimbursement rate for district business travel will also decrease to 56 cents per mile, effective January 1, 2014.

Reimbursable district mileage does **not** include commuting between home and the workplace. Questions concerning this circular should be referred to Sandy Davis, Accounts Payable Manager, at (619) 725-7756.

APPROVED:



Jenny Salkeld
Chief Financial Officer

JS:vb

Distribution: List G