Marion County Special Education Cooperative #617 **Reimbursement Claim Form**

This form must be turned in WITH RECEIPTS by the 5th of the month to ensure payment at the upcoming board meeting.
mileage rate as of 01/01/2023 \$0.655 per

Note: This form can be filled out in Google Docs or Excel, and will automatically calcula Employee	nte numbers and rates. Start with Sheet 2. Month	
ALL MILES MUST BE DETAILED ON BACK OF FORM Miles related to students	X mileage rate =	
Miles related to conferences and inservices	X mileage rate =	
Other Miles	X mileage rate =	
Meals with receipts (Please note what activity the expense is associated with.)	-	
Lodging with receipts (Please note what activity the expense is associated with.)		-
Other miscellaneous expenditures with receipts (itemi Receipt attached.	ze)	
Total Reimbursement Requested		
Total Reimbursement Requested	•	
Employee's Signature		
MCSEC Administrator's Signature		
Comments		

Date	Destination	Reason	Student- Related Miles	Conference & Inservice Miles	Other Miles
Date	Destination				
					-
					-
		Mileage Subtotals			
		Total Miles Claimed			

Marion County Special Education Cooperative #617 In-District Mileage Chart

	MCSEC											
	Central	Centre	Peabody	Peabody	Marion	Marion	Marion	Hillsboro	Hillsboro	Hillsboro	Goessel	Goessel
	Office	K - 12	Elementary	Jr./Sr. High	Elementary	Middle	High	Elementary	Middle	High	Elementary	High
MCSEC Central Office	0	15	17	16	0	1	1	10	11	11	28	28
Centre K-12	15	0	32	33	15	15	15	25	26	26	44	44
Peabody Elementary	17	32	0	1	17	17	17	18	19	19	29	29
	16	33	1	0	16	16	16	17	18	18	28	28
Peabody Jr./Sr. High	0	15	17	16	0	1	1	10	11	11	28	28
Marion Elementary		15	17	16	1	0	0	10	11	11	28	28
Marion Middle	1				1	0	0	10	11	11	28	28
Marion High	1	15	17	16			-	0	1	1	16	16
Hillsboro Elementary	10	25	18	17	10	10	10		<u> </u>			15
Hillsboro Middle	11	26	19	18	11	11	11	1	0	0	15	
Hillsboro High	11	26	19	18	11	11	11	1	0	0	15	15
Goessel Elementary	28	44	29	28	28	28	28	16	15	15	0	0
Goessel High	28	44	29	28	28	28	28	16	15	15	0	0