

No. 3330  
SECTION: BUSINESS  
TITLE: REIMBURSEMENT: USE OF PERSONAL  
VEHICLE

ADOPTED: 1/16/79  
READOPTED: 6/15/09;6/20/13;1/29/14;  
11/15/16;6/18/19;3/17/20  
REVISED: 3/19/85;4/27/99

## **OXFORD AREA SCHOOL DISTRICT**

- A. When approved by the superintendent or his/her designee, the use of a private vehicle for school district business shall be reimbursed at the rate established by the Internal Revenue Service.
- B. Employees who use their vehicles on school business and transport students must furnish to the school district evidence of appropriate automobile insurance coverage and current drivers license.
- C. Reimbursement for mileage will be paid following the submission of the appropriate reimbursement form.