

### 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: KAREN URICK Title/Office: Board Member  
 Travel Destination: Chicago/IASB Purpose: Conference  
 Departure Date: 11/17/17 Return Date: 11/19/17  
 Request Date: 11/20/17

- Receipts attached
- 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		Comm. Travel Expenses	Lodging	Meals			Item	Other Cost	Daily Total
	Miles	Cost			Bkfst	Lunch	Dinner			
11/17	125						73.33			<del>73.33</del>
11/18			10 <sup>00</sup> Taxi				73.95			AID
11/19	125		103.00 parking							DEC 14 2017
							\$			
	250	.546					CHECK #			13625
<b>Subtotal</b>										
<b>Advances</b>									-	
<b>TOTAL (a negative amount indicates refund due from Board member)</b>									\$	396.53

Karen R. Urick Submitting Board Member's Signature Date: 11/20/17

Superintendent Signature \_\_\_\_\_ Date \_\_\_\_\_

- School Board Action:  Approved  Denied  
 Approved in Part  Exceeds Maximum Allowable Amount

Superintendent Review January, 2009  
 Superintendent Review June, 2015  
 Superintendent Review March, 2017

Board Convention travel expenses  
 URICK KAREN USD  
 \$ 396.53  
 10-E010-2310 3320

**School Board**

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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: James Ash

Title/Office: School Board

Travel Destination: Chicago

Purpose: Conference **PAID**

Departure Date: Nov 16, 2017

Return Date: Nov 19, 2017

**DEC 14 2017**

Receipts attached

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

Approved expense advancement (voucher) attached, if applicable\* (Completed 2:125-E2, Board CHECK # 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	Bkfst	Meals Lunch   Dinner	Other Item	Cost	Daily Total
11/16	170	54.5							92.65
11/19	170	54.5							92.65
<b>Subtotal</b>									
<b>Advances</b>									-
<b>TOTAL (a negative amount indicates refund due from Board member)</b>									<b>\$ 185.30</b>

James Ash  
Submitting Board Member's Signature

Nov 28, 2017  
Date

Superintendent Signature

\_\_\_\_\_  
Date

School Board Action:  Approved  Approved in Part

Denied  Exceeds Maximum Allowable Amount

**\$ 185.30**

Superintendent Review January, 2009  
Superintendent Review June, 2015  
Superintendent Review March, 2017

**ASH JAM 000**  
**10.E.010.2310.3320**