

## Mileage Between Schools

Effective December 1, 2009

Person County Schools Mileage Chart (one-way)	County Office/EBPS	Helena/PCLA	North	North End	NMS	Oak Lane	PHS	South/SMS/EIFS	Stories Creek	Woodland
County Office/EBPS		9	3	7	4	11	2	2	3	8
Helena/PCLA	9		11	15	12	9	10	8	11	17
North	3	11		5	2	14	2	3	4	10
North End	7	15	5		6	19	6	8	9	14
NMS	4	12	2	6		15	2	4	4	11
Oak Lane	11	9	14	19	15		14	11	15	19
PHS	2	10	2	6	2	14		3	3	10
South/SMS/EIFS	2	8	3	8	4	11	3		4	10
Stories Creek	3	11	4	9	4	15	3	4		8
Woodland	8	17	10	14	11	19	10	10	8	

- 1- The following chart will be the standard used to pay itinerant travel beginning December 1, 2009.
- 2- All travel should be pre-approved by the director prior to request for reimbursement.
- 3- Travel reimbursement will be based upon the teachers set schedule determined by the school principal and director and agreed upon travel duties set by the school principal and director.
- 4- Travel reimbursement will not be paid from home to the starting location, nor from the ending location to home. Travel is only paid between school sites.
- 5- The attached travel reimbursement form must be used to document to and from locations.
- 6- Travel should be submitted by the 10th day of the month following the reimbursement request. For example, December travel reimbursements should be submitted by January 10th.