SECTION 2 - BOARD OF EDUCATION

2.125-E2 Exhibit - Board Member Estimated Expense Approval Form

Submit to the Board President (or Vice-President), who will include this request in the monthly list of bills presented to the Board. ***Use of this form is required by*** 2.125-E3, ***Resolution to Regulate Expense Reimbursements (effective July 1, 2017).*** *Please print.*

Name: Amy Roser	Title/Office: Secretary
Travel Destination: Washington DC	Purpose: COSSBA Federal Advocacy Conf.
Departure Date: 9-21-26	Return Date: 9-23-26
☒ **Estimated Expenses Approval Requested** (50 ILCS 150/20)	
☐ **Purchase Order Requested**	Purchase Order #:
☐ **Expense Advancement Voucher Requested:** (105 ILCS 5/10-22.32)	
	Voucher Amount:

Estimated Expense Report

Auto Travel Allowance: ________ per mile

Date	Mileage		Travel Expenses	Lodging	Meals			Other		Daily
	Miles	Cost			Bkfst	Lunch	Dinner	Item	Cost	Total

9-21-9-23			Airfare							
			$547.00							
9-21-9-23				$825.00						
								Conf Reg	$795	
TOTAL									$ 1372.00	

Submitting Board Member's Signature	*Date*
Board Officer Signature	8-11-26 *Date*
Superintendent Signature	8-13-26 *Date*

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

LEGAL REF.:

105 ILCS 5/10-22.32.

50 ILCS 150/10, Local Government Travel Expense Control Act

CROSS REF.: 2.100, 2.120, 2.125, 4.50, 4.55, 5.60

ADMIN. PROC.: 2.125-E1, 2.125-E3, 2.220-E4, 4.80-AP1, 5.60-E1, 5.60-E2

Adopted: December 14, 2016

Reviewed:

Amended: