



**January 04, 2021**

**TO: Mileage Reimbursement Recipient**  
**FROM: Tuttonial Williams, Chief Financial Officer**  
**Subject: Mileage Reimbursement**

In accordance with the Shelby County Board of Education travel regulations, approved local travel mileage will be reimbursed at the current IRS allowable rate. The mileage reimbursement rate will change to **56** cents per mile, which is a decrease of 1.5 cents. ***This means starting with your January 2020 approved miles driven, you will be reimbursed at the new rate.***

Please notify all affected persons at your location of this change. If you have any questions, please contact Diajah Lambert, Finance Department at 416-5597.

Your assistance is appreciated.

***NOTE: Please be reminded that mileage reimbursements are only paid for the current month. Reimbursements for past months will not be honored.***