



Doss CCSD
P.O. Box 50
Doss, TX 78618

2025-2026 Travel Reimbursements

| District Travel Consideration | Student and Staff Non-Overnight | Staff and Key Officials Overnight Travel |
|-------------------------------|---|---|
| Mileage | 70 cents per mile | 70 cents per mile |
| Lodging | Not Applicable | Up to \$107.00 ① |
| Meals | Up to \$36.00 | Up to \$59.00 |
| Meal Breakdown | Breakfast: \$10.00 Lunch: \$12.00 Dinner: \$14.00 | Breakfast: \$13.00 Lunch: \$15.00 Dinner: \$26.00 Incidentals: \$ 5.00 |

Student Day Trip:

Receipt required for meals at the rates listed in the chart above.
 Administrative Consultant must approve special travel requests.
 Staff traveling with students or for non-overnight use student rate.

Employees:

Day Trips: Receipts for reimbursement based on meal breakdown.
Overnight Trips: Receipts must be submitted upon return from trip.
 Staff traveling without students overnight use the key official rates.

Travel Note:

Rates: Student and all other district rates are set as listed in the chart.
① In high rate areas the Superintendent may authorize a rate no higher than those posted by the Texas State Comptroller.

Contact the following with questions:

Administrative Assistant
 (830) 669-2411

Superintendent
 (830) 669-2411

Recommendation and Source:

Texas Comptroller of Public Accounts, Window on State Government
<https://fm.x.cpa.state.tx.us/fm/travel/travelrates.php>