

La Academia Dolores Huerta Charter Middle School

La Academia Dolores Huerta (LADH) recognizes that school employees may be asked to travel to attend mandatory meetings, trainings, and/or conduct other school related business. LADH will reimburse school employees for appropriate expenses they incur while traveling on approved school business in accordance with the following guidelines:

- A. LADH Head Administrator will determine under what conditions employees may travel, to where, and for what purposes, taking into consideration available funds.
- B. Reimbursements for employee travel shall comply with the New Mexico Administrative Code 2.42.2.