

ADMINISTRATIVE PROCEDURES

FISCAL MANAGEMENT PURCHASING CARDS

The Board of Education views the use of credit cards as a convenient and efficient means of transacting School District related business. The Board authorizes the issuance and use of School District credit cards **within the parameters set forth in the administrative procedures recommended by administration and reviewed by the Board of Education.** The Superintendent and/or the Superintendent's designee shall be responsible for the issuance, accounting, monitoring, retrieval, and general oversight of the use of district credit cards by employees.