

The Board recognizes the need for limited use of District credit cards for various reasons. District credit cards may be used for the following purpose:

- Air Travel
- Hotel Lodging
- Meals during overnight, out of district authorized business
- Taxis during out of state travel on authorized business
- Where traditional purchase procedures are not possible as deemed appropriate by Superintendent or designee

The Superintendent or designee must approve prior to use. District Credit Cards will be stored at Central Office with limited access in a safe secure manner.