

**Prairie City
School District 4**

Code: **DJFA**
Adopted: 10/12/92
Readopted: 06/14/06

Credit Cards

At the discretion of the superintendent, employees and Board members may, in the process of doing district business, use district credit cards.

Staff credit card use requires authorization from the superintendent and/or Board.

Only authorized expenditures associated with district expenses may be purchased with the card. District credit cards may not be used for securing cash.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 652.610\(3\)](#)

Or. Gov't Standards and Practices Comm'n, Advisory Opinion 01A-1007 (Aug. 29, 2001).

Cross Reference(s):

DJ - District Purchasing