

**CREDIT CARDS**

It is recognized that the Purchasing Agent will be permitted to use a single District credit card to assist with his/her job responsibilities, but primarily, to facilitate the payment of fees associated with the New York State fingerprinting

requirements.

The District shall establish a credit line of not more than \$5,000, and shall review same on an annual basis. The credit limit shall not be increased absent a Board resolution to increase the limit. The District credit card shall be used prudently and only for official school business. Its use is not intended to circumvent the District's policy on purchasing.

Purchases that are unauthorized, illegal, represent a conflict of interest, are