CEF Expense Reimbursement and Credit Cards (See CG, GAN and KB) CEF

The superintendent's use of a district motor vehicle and a district

credit card shall be confined to necessary school business. The board shall

annually prescribe limits and restrictions on the use of credit cards and shall

monitor monthly receipts and reimbursement expenses.

All rewards points or cash back payments earned using district credit

cards are district property and shall be either applied to future district credit

card purchases or remitted to the district treasurer for accounting and deposit.

Expenses for district travel in personal vehicles or extended travel

incurred in the performance of official duties shall be reimbursed in

accordance with the provisions of GAN.

KASB Recommendation -6/01; 7/02; 4/07; 6/15

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