

**POLICY # 1.7**  
**CREDIT CARD USAGE**

The Eufaula Board of Education authorizes the use of gasoline credit cards for the exclusive purpose of refueling school district owned, leased, or rented vehicles.

The Eufaula Board of Education further authorizes use of other credit cards for the purchase of school supplies, subsequent to the issuance of a Purchase Order.

These credit cards will be placed under the control of the Superintendent's Secretary who shall maintain such records necessary to record the date, person, and purpose for such usage.

*Credit Card Usage Policy: Adopted December 04, 2000*