

School District 50: Haida Gwaii/Queen Charlotte

Policy Subject: SCHOOL DISTRICT CREDIT CARDS

Date Passed: August 2001

Date Amended: NA

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Policy No. 2700-2

Date Approved: August, 2001

Date Amended:

PREAMBLE

A School District credit card will be issued to each of the four District Managers. Credit cards can be used in the following circumstances:

for expenses of District Managers while on business of the Board

for other expenses while on business of the Board as approved by the Chief Executive Officer.

Each credit card will be established with a spending limit of five thousand dollars (\$5,000.00).

Please see attached pdf for Request for Payment Form.