

**CEF EXPENSE REIMBURSEMENT AND CREDIT CARDS**

**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. 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.

**APPROVED: December 13, 1982**

**REVISED: March 13, 2000**

**REVISED: June 11, 2007**

**REVIEWED AND APPROVED: December 12, 2011**