

## **FINANCE**

## **Policy 611.5-R**

### **Procurement Cards**

The Board believes appropriate use of procurement cards is a customary and economical practice to improve cash management, reduce costs and increase efficiency.

A procurement card account is a separate account established by board authorization for individuals at schools, district offices or departments to provide a more convenient, efficient, cost-effective method of purchase and payment of small dollar transactions and to provide for a simple method of direct payment, all within established board policies and regulations.

### **Authority**

The Board authorizes the Secretary Treasurer to establish a procurement card system for the school district. The Secretary Treasurer or designate is further authorized to revoke the use of any procurement card issued by the school district.