

Miller Place Union Free School District
Miller Place, New York 11764
Board of Education Policy

3420.R

USE OF CREDIT CARDS REGULATION

The following positions are authorized to use a District issued credit card:

- Visa Cards:
 - Board of Education Members exclusive of the ex-officio student
 - Superintendent
 - Deputy Superintendent
 - Assistant Superintendent

- Gas Credit Cards:
 - Head Custodians
 - Security
 - Maintenance
 - Messenger/Driver
 - Grounds
 - Bus Driver
 - Director of Facilities

- Home Depot & Lowes Credit Cards:
 - Director of Facilities
 - Maintenance Mechanic V

- Costco:
 - School Business Official
 - Student Activity Advisors: NCRMS
 - MPHS

Adopted: 02/09/2005
Reviewed: 12/16/2009 09/30/2015 11/17/2021
Revised: 01/27/2010 10/28/2015 12/08/2021