

**Oxford Community Schools
District Credit Card Information
2024/2025**

Credit Limit	Authorized Users	User's Limit
\$50,000	Accounts payable staff as authorized by Business Office	\$50,000
\$30,000	Amy Bellamy as authorized by Nutrition Services Director	\$30,000
\$5,000	Allison Willemin	\$5,000
\$2,500	Anita Qonja	\$2,500
\$2,500	Anthony Demare	\$2,500
\$10,000	Athletics staff as authorized by Department Head	\$10,000
\$2,500	Bradley Bigelow	\$2,500
\$5,000	Brian A Gohs	\$5,000
\$5,000	Brian Belkowski	\$5,000
\$15,000	Central Maintenance	\$15,000
\$2,500	Chadwick Boyd	\$2,500
\$20,000	Child Care staff as authorized by Department Head	\$20,000
\$5,000	Christine Smith	\$5,000
\$15,000	Oxford HS Auditorium as authorized by Principal	\$15,000
\$5,000	Clear Lake Elementary School	\$5,000
\$50,000	Curriculum Department staff as authorized by Department Head	\$50,000
\$5,000	Daniel Axford Elementary School staff as authorized by Principal	\$5,000
\$5,000	HR Department as authorized by Asst. Sup. Of HR	\$5,000
\$2,500	Janet Schell	\$2,500
\$2,500	Jeffrey Brown	\$2,500
\$5,000	John Fitzgerald	\$5,000
\$20,000	Karl Brinson	\$20,000
\$2,500	Kristin Wright-Guinn	\$2,500
\$5,000	Lakeville Elementary School staff as authorized by Principal	\$5,000
\$5,000	Leonard Elementary School staff as authorized by Principal	\$5,000
\$5,000	Matthew Santala	\$5,000
\$5,000	Oxford Bridges High School staff as authorized by Principal	\$5,000
\$5,000	Oxford Crossroads Alternative Secondary School staff as authorized by Principal	\$5,000
\$25,000	Oxford CTE (Career Tech Ed) as authorized by Curriculum	\$25,000
\$5,000	Oxford Elementary School staff as authorized by Principal	\$5,000
\$5,000	Oxford High School Science staff as authorized by Principal	\$5,000
\$25,000	Oxford High School staff as authorized by Principal	\$25,000
\$5,000	Oxford Marketing	\$5,000
\$15,000	Oxford Middle School staff as authorized by Principal	\$15,000
\$10,000	Oxford Special Ed Dept as authorized by Exec Director	\$10,000
\$20,000	Oxford Theater as authorized by Principal	\$20,000
\$5,000	Oxford Travel as authorized by Curriculum	\$5,000
\$5,000	Oxford Travel (2) as authorized by Curriculum	\$5,000
\$2,500	Oxford OVA Travel as authorized by Principal	\$2,500
\$30,000	Pam Biehl	\$30,000
\$2,500	Patty Silorey	\$2,500
\$2,500	Paul McDevitt	\$2,500
\$5,000	Purchasing staff as authorized by Business Office	\$5,000
\$5,000	Ryan Reid	\$5,000
\$2,500	Security Department as authorized by School Safety Admin	\$2,500
\$30,000	Stephanie Turek as authorized by OVA Principal	\$30,000
\$2,500	Stephanie Niemi	\$2,500
\$15,000	Superintendent Office staff as authorized by the Superintendent	\$15,000
\$7,500	Technology Department staff as authorized by Department Head	\$7,500
\$10,000	Timothy LaPlante	\$10,000
\$5,000	Todd Barlass	\$5,000
\$5,000	Tonya Milligan	\$5,000
\$75,000	Transportation staff as authorized by Department Head	\$75,000

Just as with transactions paid for by check, credit card transactions must conform to District purchasing procedures (e.g., except for situations specifically exempted, purchases of items over \$5000 must be preceded by appropriate quotes and approved purchase orders).