

PETTY CASH FUNDS

The Board of Trustees has established, by resolution, a Revolving Cash Fund for the purpose of paying for services and materials. Petty cash funds for each school and department may be drawn from the Revolving Fund.

The Superintendent is directed to develop regulations for the use and control of these funds, and to name the administrators who will have use of them.

The petty cash funds shall be subject to the bonding provisions of Section 42801 of the Education Code.

The Superintendent shall see that the petty cash funds are audited appropriately by the districts auditor on not less than an annual basis.

The administrator using a petty cash fund shall be responsible for expenditures made from it, subject to regulations established by the Superintendent and approved by the Board of Trustees.

LEGAL REFERENCE**CALIFORNIA EDUCATION CODE**

- 35160 Authority of Governing Boards after January 1, 1976
- 41020 Audits of all district funds
- 42800 42806 Revolving cash fund
- 42810 Revolving cash funds