Petty Cash Funds Policy Code: BA-4.3

Policy

A statement of intent, governing principle or end result, adopted by the Board of Trustees in open public session; it is intended to articulate what must be done, the rationale for it and a framework for the system.

Special Event

A special event is a non-recurring event at a school for the purposes of school fundraising or enhancement of student education.

4. APPLICATION

This policy applies to all employees of the board who request, approve, distribute, or use petty cash.

5. RESPONSIBILITY

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Page 2 of 2