

PETTY CASH FUNDS

Petty cash funds may be established from Fullerton Joint Union High School District Revolving Fund moneys only when authorized by the Assistant Superintendent, Business Services. He/she shall approve the size of the fund and the selection of a custodian as each fund is authorized.

Expenditures of petty cash must be confined to material, the securing or purchasing of which is a legal charge against the District and subject to the approval of the Assistant Superintendent, Business Services, or designee.

All petty cash funds and expenditures are subject to audit.

Reference: Education Code Sections 42800-42821

Policy adopted: May 19, 1969; June 26, 1980; September 12, 2000