

PETTY CASH

A petty cash fund shall be maintained by the school district in the building's business office for incidental expenditures. The petty cash fund shall be a minimal amount as determined by the superintendent.

It shall be the responsibility of the building administrator to maintain and authorize expenditures from the petty cash fund.

Legal Reference: Iowa Code § 279.8 (2010).

Cross Reference: 702 Cash in School Buildings  
705 Expenditures

Approved 3/16/11

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Revised \_\_\_\_\_