Subject: Petty Cash Funds

Establishment

A petty cash account may be established upon approval of the Board. The specific amount to be available for each fund and the person responsible for each fund shall be designated annually by the Board. The accounting procedure and the method used to report expenditures shall be those outlined in Section 170.4 of the Commissioner’s Regulations.

Education Law Sections 1604, 1709

Approved: Board of Education
May 25, 1994

Approved: Board of Education
June 26, 2002

Approved: Board of Education
December 6, 2006

Approved: Board of Education
March 23, 2011

Approved: Board of Education
January 28, 2015