

Monument School District 8

Code: DJB
Adopted: 8/89
Orig. Code: DJB

Petty Cash Accounts

Petty cash funds may be established annually in the amount not to exceed \$50. Such funds will be used for the payment of properly itemized bills of nominal amounts and under conditions calling for the payment of properly itemized bills of nominal amounts and under conditions calling for immediate payment. Allowances, responsibility, security, and accounting of petty cash funds will be in accordance with Board policy and requirements of law.

END OF POLICY

Legal Reference(s):

[ORS 294.311](#)

OR. DEP'T. OF EDUCATION, PROGRAM BUDGET AND ACCOUNTING MANUAL.