

Code: **DJB**  
Adopted: March 12, 2009

### **Petty Cash Accounts**

Petty cash funds may be established annually for each school building and for the central administrative office. Such funds will be used 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

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Legal reference(s):