

FAIRFIELD AREA SCHOOL DISTRICT

PETTY CASH

8230

- 8230.1 The Business Manager shall maintain a petty cash account in the amount of one hundred dollars (\$100.00) to be used for disbursements when the normal invoice procedure and Board approval is not appropriate. Expenditures shall be charged against the proper categories of the budget, and approved by the Board.

Revised May 5, 1997