

OGDENSBURG CITY SCHOOL DISTRICT
OGDENSBURG, NEW YORK

SUBJECT: Authorization for Establishment of Petty Cash Fund

DATE: July 5, 2016

REASON FOR BOARD CONSIDERATION:

In order for the School District to establish petty cash funds, the Board must authorize same.

ANALYSIS AND CONCLUSIONS:

In accordance with Section 1709-29 of the Education Law, it is recommended that the Madill Elementary School Office Secretary be authorized to establish a petty cash fund for the 2016-2017 school year.

RECOMMENDED ACTION:

Moved by _____ and supported by _____ that, having the recommendation of the Superintendent of Schools, the Secretary to the Madill Elementary School Principal be authorized to establish a petty cash fund in the amount of \$100, in accordance with those legal requirements concerning same, shall be and is hereby approved by the Board of Education for the 2016-2017 school year.

APPROVED FOR PRESENTATION TO THE BOARD:


Superintendent