

## **Business and Non-Instructional Operations**

### **Petty Cash Funds**

In order to facilitate minor purchases, the Superintendent shall establish a small, petty cash fund in each school. Expenditures against the fund must be approved by the Principal. After a budget item is exhausted, no expenditures against this item may be made even from the petty cash fund.

Policy adopted:           October 28, 2009

POMFRET PUBLIC SCHOOLS  
Pomfret, Connecticut