

This rule is hereby repealed.

6A-1.057 Petty Cash Funds.

Specific Authority 229.053(1), 237.02(1)(c) FS. Law Implemented 237.02 FS. History—New 4-11-70, Amended 9-17-72, 12-18-72, Repromulgated 12-5-74, Formerly 6A-1.57, Amended 4-18-89, 8-15-94, Repealed.

6A-1.057 Petty Cash Funds.

(1) Petty cash funds may be authorized by the school board pursuant to adopted policy for the purpose of making small expenditures for operation of schools. Each fund must be authorized by the school board as to the amount and the specific person responsible for the fund. The amount of a petty cash fund shall be commensurate with the volume and the purpose of transactions, but in no case shall exceed one thousand (1,000) dollars.

(2) Petty cash funds shall be accounted for separately from all other funds maintained at the individual school center or other locations authorized by the school board.

(3) The school board may reimburse each authorized petty cash fund as often as necessary upon the presentation of receipts equal to the amount of the requested reimbursement. At no time shall these funds be used as a loan or advancement to any organization or person including cashing of personal checks.

(4) Each petty cash fund must be replenished prior to the closing of records for the fiscal year in order that all expenditures shall be recorded for that year; provided, however, that where school centers are completely closed for the eleventh or twelfth month, each petty cash fund may be deposited into the school's internal funds bank account if authorized by the district school board in a rule or returned to the school board on or before the close of the school year and may be reestablished at the beginning of the subsequent school year upon authorization of the school board.

Specific Authority 229.053(1), 237.02(1)(c) FS. Law Implemented 237.02 FS. History—New 4-11-70, Amended 9-17-72, 12-18-72, Repromulgated 12-5-74, Formerly 6A-1.57, Amended 4-18-89, 8-15-94.