



# Huntington Beach Union High School District Board Policies and Administrative Regulations

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## Business and Non-Instruction Operations

### Alternative Revolving Cash Fund

The Board has authorized by resolution that an Alternative Revolving Cash Fund in an amount not to exceed one-thousand (1,000) dollars be established for each school site.

The purpose of the Alternative Revolving Cash Fund shall be to provide the schools with the ability to make minor purchases of materials and supplies, to utilize sources who do not accept a purchase order, and to reimburse employees for authorized purchases.

Reimbursement from the General Fund to the Alternative Revolving Cash fund shall be no more than twice the maximum amount established for each site in any one calendar month.

No monies shall be disbursed from the Alternative Revolving Cash Fund except for expenditures that are a legal charge against the District.

No funds maintained in the Alternative Revolving Cash Fund shall be available for the purposes of attempting to influence government decisions, entertainment, or any other purposes not related to classroom instruction.

The Principal of each school site shall be the Custodian of the Alternative Revolving Cash Fund and shall be responsible for all expenditures therefrom, subject to this policy and related Administrative Regulations.

Adopted: 1-14-97

Legal Reference:  
Education Code  
41021 42801  
42810