



MEETING OF: June 14, 2016

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TITLE: Reauthorization of the Change Funds for High Schools, Middle Schools and Food Services for FY 2016-2017

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ITEM #: 22

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Information:

Study:

Action: X

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PURPOSE:

1. Reauthorize Auxiliary Operation High School Athletic Change Funds
  2. Reauthorize Key Buy-Back Fund (elevator key deposit refund)
  3. Reauthorize Food Services Change Fund
  4. Reauthorize Middle School Athletic Change Funds
  5. Reauthorize Student Activity Change Funds
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DESCRIPTION AND JUSTIFICATION:

1. Change Funds of \$250 and \$500 respectively are maintained in each high school for day-to-day operations. The Athletic Change Funds range up to \$2,500 depending on the athletic event.
2. The Key Buy-Back Fund is \$500.
3. \$10,000 is required to provide the Food Services cashier at each school with a change fund.
4. The Middle School Athletic Change Funds range up to \$1,000 depending on the athletic event.
5. The Student Activity Change Funds are for \$250.

Karla Soto will be available to answer questions.

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BOARD POLICY CONSIDERATIONS:

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LEGAL CONSIDERATIONS:

For all Intergovernmental Agreements (IGAs), Initiator of Agenda Item provides the name of the agency responsible for recording the Agreement after approval:

For amendments to current IGAs, Initiator provides original IGA recording number:

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Legal Advisor Signature (if applicable)

BUDGET CONSIDERATIONS:

District Budget

State/Federal Funds

Other

Budget Cost

Budget Code

Budget Certification (for use by Office of Financial Services only):

Date

I certify that funds for this expenditure in the amount of \$ are available and may be:

Authorized from current year budget

Authorized with School Board approval

Code: Fund:

INITIATOR(S):

Karla Soto, Chief Financial Officer

06/02/2016

Name


Title

Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

ATTACHMENTS:

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[FY16-17 Check Signers](#)