

HHAA: Incidental Revolving Accounts

In order to facilitate refunds and minor purchases, the Business Manager shall establish an incidental revolving account in each school. All monies so provided shall be kept in a checking account with the principal authorized to write checks. Expenditures against this fund must be carefully itemized by the principals and turned in to the Business Manager on the last school day of each month. Money expended from the revolving shall be replenished from the general fund. The Business Manager shall make such transfers from the activities fund to the general fund as necessary when the revolving fund has been used for activity fund purposes.

Legal Ref: NDCC 15.1-0711 Incidental revolving fund

**Divide County
School District**

**POLICY ADOPTED: 9/12/2006
POLICY REAFFIRMED:
POLICY AMENDED:**