

INCIDENTAL ACCOUNTS

In accordance with law, the Board may establish an incidental account in an amount determined by the board by setting aside, on an imprest basis, money from the general fund. This fund may be used for advanced payment or for claims requiring immediate payment, not to exceed the amount established by the board.

The Advance Payment Fund will not exceed \$2,500. The FLEX Fund will be equal to or less than the total amount of yearly deductions set forth by the FLEX agreements made by each individual staff member who elects FLEX coverage.

Expenditures against this account must be itemized, documented with receipts, and will be charged to the applicable fund. After the budget item is exhausted, no expenditures against the item may be made from the incidental account.

All expenditures from this account shall be listed with other bills in the regular school board proceedings.

Legal References:

SDCL 13-18-16 Petty cash account

1st Reading-4/19/2016

2nd Reading-5/17/2016

Date Adopted-5/17/2016

Last Revised-