

Streator Elementary School District #44
Board of Education Meeting
September 4, 2018

ACTION ITEM

TO: Members of the Board of Education

FROM: Dr. Lisa Parker, Superintendent

SUBJECT: Approval of Imprest Account

PROPOSED ACTION:

That the Board of Education approves the creation of an imprest account at Northlawn Junior High School as presented.

BACKGROUND INFORMATION:

It came to my attention that Northlawn does not have an imprest account which makes it difficult to make payments for game officials or other costs not covered by activity accounts. I would recommend we begin with a balance of \$850.00 for Northlawn to cover costs of game officials. Currently, the officials have to wait to have checks processed and are not paid on the day of the events.

The money from the imprest accounts is charged to line items already allocated in the District budget, so this is not a request for additional funds.