

**RESOLUTION #2**

**RESOLUTION ESTABLISHING IMPREST FUNDS**

**WHEREAS**, There exists the need in the Parkrose Schools and departments as enumerated herein for imprest cash accounts for the handling of minor disbursements; and,

**WHEREAS**, ORS 293.180 grants authority to municipal corporations to establish by Resolution one or more imprest cash accounts for the handling of minor disbursements; and,

**WHEREAS**, there are approved district procedures (Board Policy DJB “Petty Cash Accounts for Minor Disbursements”) for these accounts to be handled by administrators responsible for them.

**BE IT THEREFORE RESOLVED** that a transfer of \$1,400 from the General Fund to imprest cash accounts as follows be authorized by the Board of Education of the Multnomah County School District #3 (Parkrose School District), on or about July 1, 2023, for use during Fiscal Year 2023-2024 to be replenished as the need arises from appropriate General Fund & Nutrition accounts:

District Administration	\$100
Prescott Elementary School	\$200
Prescott Preschool	\$200
Russell Elementary School	\$200
Sacramento Elementary School	\$200
Food Service	\$200
Transportation/Maintenance	\$300

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairperson, Board of Directors

Attest:

\_\_\_\_\_  
Michael Lopes-Serrao  
Superintendent/Clerk