

MEMORANDUM

ACTION

July 26, 2018

TO: Gudiel Crosthwaite, Ph.D., Superintendent

FROM: Yolanda Vega, Accounting Manager

VIA: Deborah Berry, Director of Fiscal Services

SUBJECT: Report of Revolving Cash Fund #1 (FY 2017/2018 & FY 2018/2019)

I hereby certify that the following is a summary of Revolving Cash Fund disbursements for the period June 1, 2018 through July 26, 2018 and recommend that the Board ratify these expenditures:

EXPLANATION	AMOUNT
Other Operating Expenses:	
Franchise Tax Board - Nonresident W/H Taxes - 2018 Form 592	\$ 647.50
Sacramento County Office of Ed. - Reg. Fee - CAASPP Institute	\$ 200.00
Sacramento County Office of Ed. - Reg. Fee - CAASPP Institute	\$ 1,000.00
Elizabeth Avalos - Petty Cash Reimbursement	\$ 148.38
Janet Andrade - Petty Cash Reimbursement	\$ 146.33
U.S. Post Office - Postage - Summer School Report Cards	\$ 638.91
California Dept. of Tax and Fee Admin. - Diesel Fuel Tax - FY 2017/2018	\$ 809.00
TOTAL	<u>\$ 3,590.12</u>

Prior Board Approved Items*