

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*