

Cappiello, Diane

From: Krupa, Connie
Sent: Tuesday, January 02, 2018 10:49 AM
To: Brennan, Gregory
Cc: Conti, Kim; Seugling, Joseph; Jenkins, Latesha; Cappiello, Diane; Vieira, Manny
Subject: Petty Cash Accounts to be established - January Agenda

Happy New Year!

Per our discussion during the budget meeting, please find listed below the district schools who currently require the establishment of a Petty Cash account to address costs associated with students' IEP driven CBI for the remaining 2017-2018 school year. In addition, based on the input from the affected teachers, I have included an estimate for each school.

1. BMS - \$1,400
2. KMS - \$1,000
3. UHS - \$1,000

If you require anything further in order to ensure these petty cash accounts are included for board approval at the January meeting, please so advise.

Many thanks,

Constance R. Krupa
Accountant for Special Services
1231 Burnet Avenue
Union, NJ 07083
(908) 851-3040
Email: ckrupa@twpunionschools.org
Fax: (908) 851-6881

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