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Introduction Date	10-24-12
Enactment Number	12-2660
Enactment Date	10/24/12



OAKLAND UNIFIED  
SCHOOL DISTRICT

Community Schools, Thriving Students

# Memo

**To** Board of Education

**From** Tony Smith, Ph.D., Superintendent  
Vernon Hal, Deputy Superintendent, Business & Operations  
Jennifer Le Barre, Director of Nutrition Services

**Board Meeting Date** October 24, 2012

**Subject** Closing Existing/Opening New Union Bank Account for Cafeteria Fund

**Action Requested** Approval by the Board of Education of Resolution No.1213-0035 - Approving the closing of an existing Cafeteria Account and opening up of a new Union Bank of California account for Cafeteria deposits.

**Background** Nutrition Services generates revenue from the sale of food in the District's cafeterias. Sales are deposited in to a Union Bank of California account.

**Discussion** In an effort to adhere to good accounting practices and to address accountability concerns, Nutrition Services requests that a new account be opened for the deposits generated by the cafeteria.

**Recommendation** Approval by the Board of Education of Resolution No. - Approving the closing of an existing Cafeteria Account and opening up of a new Union Bank of California account for Cafeteria deposits.

**Fiscal Impact** None

**Attachments** Resolution No. 1213-0035

**RESOLUTION OF THE BOARD OF EDUCATION  
OAKLAND UNIFIED SCHOOL DISTRICT**

**Resolution No. 1213-0035**

**CLOSURE/OPENING OF DISTRICT'S CAFETERIA BANK ACCOUNT**

**WHEREAS**, Board Resolution No. 31370, dated September 4, 1985, established the Oakland Unfired School District Cafeteria Account with the Union Bank of California for the purpose of depositing receipts from/disbursements for the sale of food at the District's cafeterias; and

**WHEREAS**, there is a need to address accountability concerns and to insure adherence to good accounting practices, the Nutrition Services Department via the Superintendent of Schools requests closure of said existing Cafeteria Account and the opening of a new Cafeteria Account with Union Bank of California for deposit/expenditure of Cafeterias food sales receipts,

**NOW, THEREFORE BE IT RESOLVED**, upon recommendation of the Superintendent of Schools, the Board hereby approves the closure of the existing and the opening of new Cafeteria Account, with transfer of the closed fund account balance, if any, to the new account, with Union Bank of California for deposit/disbursement of Cafeterias food sales receipts; and

**BE IT FURTHER RESOLVED** that said new Cafeteria Account established at Union Bank of California shall require on all disbursements the signature of Anthony M. Smith, Superintendent and one of the following:

**Vernon Hal, Deputy Superintendent, or  
Kathleen Clow, Budget Director, or  
Sandra Anderson-Knox, Financial Services Manager, or  
Jennifer LeBarre, Nutrition Services Director**

Passed by the following vote:

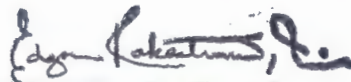
**AYES:** **David Kakishiba, Noel Gallo, Alice Spearman, Christopher Dobbins, President Jody London**

**NOES:** **None**

**ABSTENTIONS:** **None**

**ABSENCES:** **Gary Yee, Vice President Jumoke Hinton-Hodge**

I certify that the foregoing is a true and correct copy of a Resolution adopted by the Board of Education of the Oakland Unified School District at a Regular Meeting held October 24, 2012 at Oakland, California.



Edgar Rakestraw  
Secretary, Board of Education  
Oakland Unified School District

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