Code Description Fiscal Year: 2016

Object

Personal Services - Salaries

110 TEACHERS

The contract salary of full-time and part-time teachers whose employment requires that they hold a valid Georgia teacher certificate.

111 SCHOOL BOARD MEMBERS SALARIES

The compensation paid to the members of the local board, if paid through payroll.

112 PREKINDERGARTEN TEACHER

The contract salary of full-time and part-time teachers or aides. Certified or non-certified teachers and aides of regular education pre-kindergarten students.

113 SUBSTITUTE/TEMPORARY EMPLOYEE

Portion of costs for work performed by employees of the school district who are hired on a temporary basis or as a substitute for any certified employee.

114 SUBSTITUTE/TEMPORARY EMPLOYEE

Portion of costs for work performed by employees of the school district who are hired on a temporary basis or as a substitute for any non certified/classified employee.

115 EXTENDED DAY - TEACHERS

Salaries for a maximum of one hour in addition to the eight-hour work day for teachers to provide students with supplementary services.

116 PROFESSIONAL DEVELOPMENT STIPENDS

Funds awarded to qualified certified personnel for having successfully completed formal educational opportunities occurring at any time during the fiscal year outside of an employee's normal contract hours and for which either staff development units (SDUs) or college credits, earned in a regionally-accredited institution, are awarded in accordance with an approved professional development plan.

117 EXTENDED YEAR

Additional time worked beyond the regular 190-day contract period.

118 ART, MUSIC, PE

SALARIES PAID FOR ART, MUSIC, FOREIGN LANGUAGE, PE SPECIALIST

120 SUPERINTENDENT, RESA DIRECTOR, TECHNICAL INSTITUTE DIRECTOR

Contract salary of superintendent, RESA Director or AVTS Director. No other positions may be included in this object.

121 DEPUTY, ASSOC, ASSISTANT, AREA SUPERINTENDENT

Administrative officer who assists the chief executive officer of the school system.

130 PRINCIPAL

131 **ASSISTANT PRINCIPAL**

140 AIDES AND PARAPROFESSIONALS

Salaries of aides and paraprofessionals who assist in the classrooms or media centers.

141 Salary Of Seretarial Staff

Salary of Secretarial Staff- (Account added for indirect cost calculation application).

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142 Salary Of Clerical Staff

Salaries of clerical staff performing administrative support in any function.

143 RESEARCH PERSONNEL

Manages or is otherwise employed in any aspect of program research.

145 **INTERPRETER**

Interprets spoken communication for hearing-impaired students.

146 ATHLETICS PERSONNEL

Serves as or supports the system or school athletic program. Manages and directs the athletics/sports program for the school system.

148 ACCOUNTANT

151 LEGAL PERSONNEL

Manages or is otherwise employed in any aspect of providing legal services for the school system.

161 TECHNOLOGY SPECIALIST

Assists teachers with incorporating various types of technology into the instructional program. Use function 2210 only if using job code 643 (Technology Director). Use function 1000 with job code 445.

162 PLANNING & EVALUATION PERSONNEL

Manages or is otherwise employed in any aspect of the selection, identification, or appraisal of the overall goals, priorities, and objectives of the school system.

163 SCHOOL NURSE/SPECIAL EDUCATION NURSE LPN

Registered nurse who coordinates health care services and health education services among students, families, and community. Provides services to students with physical and health impairments including direct treatments, independent health care, parent and teacher consultations, and home visits.

164 PHYSICAL/OCCUPATIONAL/MOBILITY/SPEECH THERAPIST

Provides services to students to promote motor coordination, posture, proper positioning, mobility, and functional independence. Provides systematic techniques to orient students with visual impairments to their environments and help them move about independently. Speech-language pathologists (sometimes called speech therapists) assess, diagnose, treat, and help to prevent communication and swallowing disorders in students.

165 LIBRARIAN/MEDIA SPECIALIST

Manages the use, purchasing, inventory of teaching and learning resources including books, non-print media, and equipment.

166 YOUNG FARMER TEACHER

Teaches Agricultural Science to young farmers in the community.

171 TEACHER SUPPORT SPECIALIST/DIAGNOSTICIAN/AUDIOLOGI

Assists teachers with diagnosing students' learning problems and implementing instructional learning strategies. Provides diagnostic, evaluative, and support services for students with hearing impairments.

172 ELEMENTARY COUNSELOR

Counselor of students in grades P through 5.

173 SECONDARY COUNSELOR

Counselor of students in grades 6 through 12.

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174 SCHOOL PSYCHOLOGIST

Psychologist who measures and interprets students' intellectual, emotional, and social development, diagnoses educational disabilities, and collaborates in the planning of educational programs.

175 SCHOOL PSYCHOMETRIST

Measures the intellectual, social, and emotional development of students through the administration and interpretation of psychological tests.

176 SCHOOL SOCIAL WORKER

Assists other school personnel and family members in solving personal adjustment problems of students and improving school attendance.

177 Family Services/Parent Coordinator

Supports the student, family, and school in the coordination and delivery of collaborative based community services.

178 Graduation Coach

Graduation Coaches 7044.

179 REHABILITATION COUNSELOR

Provides counseling, evaluations, or other services to secondary special education students for purpose of transition to post-secondary vocational placement.

180 BUS DRIVERS

Salaries of full and part-time bus drivers.

181 MAINTENANCE PERSONNEL, TRANSPORTATION MECHANIC, OT

Maintenance technician for operating and maintaining building or grounds. Responsible for maintaining transportation fleet. Assists in transportation-related activities; includes bus monitors. Supports the campus security officer. Manages or is otherwise employed in warehousing and distribution.

184 SCHOOL NUTRITION PROGRAM CAFETERIA

Salaries of cafeteria managers, assistant managers, cafeteria workers or cashiers.

186 CUSTODIAL PERSONNEL

Responsible for the overall cleaning of the facility.

190 OTHER MANAGEMENT PERSONNEL

Salaries which are not classifiable to one of the objects defined above. Director of Student Services, Director of Psycho-Educational Program, Director of Child Serve, Director of Curriculum/Instruction, Special Education Director, Kindergarten Director, Federal Programs Director, Title I Director, Director of GA Learning Resources System, Vocational Director(LUA), vocational Director(RESA), Youth Apprenticeship Director, Director of Media Services, Plant Operations Director or Manager, Transportation Director/Manager, Personnel/Human Resources Director, Community School Director/Coordinator, Community School Programs Director, Adult Education Director/Coordinator, Food Service Administrator, Social Services Case Manager.

191 OTHER ADMINISTRATIVE PERSONNEL

Assists with the collection, processing, and reporting of information. Information Services Personnel, Information Services Personnel - Instructional Services, Psycho-Educational Special Education Specialist, Special Education Specialist, Kindergarten Specialist, Instructional Supervisor, Staff Development Specialist, Information Services Personnel - General Administration, Information Services Personnel - School Administration, Vocational Supervisor(School Level), Information Services Personnel - Finance and Business Services, Finance & Business Service Personnel, Information Services Personnel - Maintenance and Plant Services, Information Services, Human Resources Personnel, Public Relations Personnel, Information Services Personnel - Other Support Services, Information Services Personnel - School Food Service, After School Program Worker.

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195 Terminal Leave Payments

Salary payments made to separating employees for terminal benefits and/or unused leave (terminal leave)

196 Retirement Incentive Payments

Incentive payments made to employees to encourage then to retire. These payments can not be charged to a federal grant per OMB A-87. These payments shall be allocated to the federal grants through indirect costs. These expenditures must be charged to the General Fund.

199 Other Salaries and Compensation

Salaries associated with job codes and duties not classified elsewhere.

Personal Services - Benefits

200 EMPLOYEE BENEFITS

Expenditures by the LUA on behalf of employees. These amounts are not included in the gross salary, but are in excess of that amount. Such payments are fringe benefit payments and, while not paid directly to employees, are part of the cost of personal services. The employee benefit applicable to any salary should be charged directly to the function to which the salary was charged. Employer benefits should include (but are not limited to) group insurance, social security, retirement, workers compensation, unemployment compensation and annuity plans.

210 State Health Insurance

Employer Share of State Health Insurance paid on behalf of the employee.

220 FICA

Employer Share of FICA paid on behalf of employee.

230 Teachers Retirement System

Employer share of TRS paid on behalf of employee.

240 Employees Retirement System

Employer share of ERS paid on behalf of employee.

250 Unemployment Compensation

Employer payment of Unemployment Insurance paid on behalf of employee.

260 Workmen Compensation

Employer payment of Workmen Compensation premiums paid on behalf of employee.

270 On Behalf Payments

Payments made by the state of other governments on behalf of the school district that benefit active employees of the school district. An equal revenue amount should be recorded in revenue source codes 3911, 3912, 3913.

279 Pension/OPEB Expense

Account to be used to record pension expense activity for TRS, ERS, PSERS and any local retirement systems for GASB 68 reporting requirements, as well as the OPEB expense activity for SHBP or any other post-employment benefit for GASB 75 reporting requirements. District-wide activity only. (Fund 9xx only) This account is updated to reflect it is allowable for both the Pension Fund 902 and the OPEB Fund 904. (FY 2018)

280 Benefit in Lieu of Social Security

Employer payment of Benefit in Lieu of Social Security paid on behalf of employee.

290 Other Employee Benefits

Other Employee Benefits paid by employer on behalf of employee.

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Code Description Fiscal Year: 2016

Purchased Professional & Technical Services

300 PURCHASED PROFESSIONAL AND TECHNICAL SERVICES

Services which can be performed only by persons or firms with specialized skills and knowledge. While a product may or may not result from the transaction, the primary reason for the purchase is the service provided. Included are the services and travel of architects, engineers, auditors, dentists, medical doctors, lawyers, consultants, teachers, accountants, therapists (physical/occupational/mobility/speech), etc. LUAs may assign objects within the 300 Series for each type of service provided but must combine all services for reporting to GDOE.

310 Contracted Service -Administration

Services in support of the various policymaking and managerial activities of the school district. Included are management consulting activities oriented to general governance or business and financial management of the school district; school management support activities; and election services and tax assessing and collecting services. (Usually used with functions 2230, 2300, 2400, and 2500.)

311 SCHOOL BOARD MEMBERS PER DIEM

The compensation paid to the members of the local board when paid with vendor check. (Travel is paid in object 585).

- 321 Contracted Service Teachers
- 322 Contracted Service Art, Music, P.E.
- 323 Contracted Service -Counselors
- 324 Contracted Service -Technology Specialist
- 330 Contracted Service -Nursing Services

332 DRUG AND ALCOHOL TESTING, Fingerprinting

Expenditures for fingerprinting and drug/alcohol testing. Does not include physicals.

334 BUS DRIVER PHYSICALS

Expenditures for bus driver's physicals. Does not include drug and or alcohol testing.

340 Professional Legal Services

Payments made to lawyers and attorneys, including retainer fees for services to be rendered.

361 Per Diem and Fees

Compensation on a hourly or daily fee basis for which the employer makes no payroll deduction. All employees are required to be compensated through payroll.

362 Per Diem and Fees - Expenses

Reimbursable costs such as travel, postage, telephone, etc. in connection with services rendered on a per diem basis.

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Purchased Property Services

410 WATER. SEWER AND CLEANING SERVICES

Expenditures for services other than energy services supplied by public or private organizations. Examples are water and sewer services, purchased cleaning services, garbage services, pest control services and grounds maintenance.

430 REPAIR AND MAINTENANCE SERVICES

Expenditures for repairs and maintenance services not provided directly by school district personnel. This includes contracts and agreements covering the upkeep of buildings and equipment. Costs for renovating and remodeling are not included here, but are classified under object 720. Repair and maintenance services to buildings and equipment should be charged to function 2600 (Maintenance and Operation of Plant). Repairs and maintenance of buses should be charged to function 2700 (Student Transportation).

432 Repair and Maintenance Services - Technology Related

Expenditures for repairs and maintenance services for technology equipment that are not directly provided by school district personnel. This includes ongoing service agreements for technology hardware (eg Personal computers and servers, main frames...) and software maintenance agreements for software already purchased.

441 RENTAL OF LAND OR BUILDINGS

Expenditures for leasing or renting land and buildings for both temporary and long-range use by the LUA.

442 RENTAL OF EQUIPMENT AND VEHICLES

Expenditures for leasing or renting equipment or vehicles for both temporary and long-range use of the LUA.

443 RENTAL OF COMPUTER EQUIPMENT

Expenditures for leasing or renting of computer equipment including CPUs, storage devices, printers, input devices, word processors, or other equipment needed for electronic computing.

444 OTHER RENTALS

Expenditures for other rentals not classifiable under object 441 or 443.

490 OTHER PURCHASED PROPERTY SERVICES

Expenditures for other property services which are not classifiable to one of the objects described above.

Other Purchased Services

511 Student Transportation Purchased from Another LUA within State

Amounts paid to other school districts within the state for transporting children to and from school and school-related events. These include payments to individuals who transport themselves or their own children or for reimbursement of transportation expenditure/expenses on public carriers. Expenditures for rental of buses that are operated by school district personnel are recorded not here but under object 442. (used only with function 2700)

519 Student Transportation Purchased from Other Sources

Payments to persons or agencies other than school districts for transporting children to and from school and school-related events. (used only with function 2700)

520 INSURANCE (OTHER THAN EMPLOYEE BENEFITS)

Expenditures for all types of insurance coverage except employee benefits. Property insurance should be recorded in function 2600, transportation insurance in 2700 and fidelity bonds in 2300 and 2500. Liability insurance may be charged, as appropriate, to the functions indicated above.

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530 COMMUNICATION

Services provided by persons or businesses to assist in transmitting and receiving messages or information. This category includes telephone and voice communication, data communication services to establish or maintain computer-based communications, networking, and internet services; video communications services to establish or maintain one-way or two-way video communications via satellite, cable, or other devices; and postal communication services to establish postage machine rentals, postage express delivery services and couriers.

561 TUITION TO OTHER GEORGIA LUAS

Expenditures for tuition to other LUAs within the state of Georgia.

562 TUITION TO LUAS OUTSIDE GEORGIA

Expenditures for tuition to LUAs outside Georgia.

563 TUITION TO PRIVATE SOURCES

Tuition paid to private schools or organizations. Payments made to non-governmental entities for supplemental services would be included here.

569 OTHER TUITION

Tuition paid to state and other governmental organizations for specialized instructional services.

570 Food Service Management

Expenditures for the operation of a local food service facility by other than employees of the school district. Included are contracted services, such as food preparation, associated with food service operation. Direct expenditure by the school district for food, supplies, labor, and equipment would be charged to the appropriate object codes. (Used only with function 3100)

580 TRAVEL - EMPLOYEES

Expenditures for transportation, meals, hotel, and other expenses associated with staff travel for the LUAs. Consultants' travel is recorded in object 300. Travel for Board members should be included here if their salary is recorded in object 111.

585 TRAVEL - SCHOOL BOARD MEMBERS

Expenditures for transportation, meals, hotel and other travel-related expenses for board members, not classified as employees. If the board members are paid through salary object code 111, then the board member travel must be paid against object 580.

591 COMMODITY HAULING (OUTSIDE CONTRACTS)

Expenditures to haul USDA commodities for use in the School Food Service Program or other feeding programs sponsored by the LUA such as the Child Care Food Program.

592 SERVICES PURCHASED FROM LUA WITHIN GEORGIA

Expenditures to another LUA within the state for services, other than tuition or transportation. RESA fees are included under object code 812. Regional or county library fees are included under object code 811.

593 Payments For Pass Through Funds

Payments made by the school district to other entities for pass-through funds when the district is acting as the fiscal agent or grantor.

594 Payments to Charter Schools

Payments made the school district to charter schools for their portion of state and local funds.

595 OTHER PURCHASED SERVICES

Expenditures for all other purchased services which are not classifiable under other codes. This includes services purchased from another LUA outside Georgia.

596 Residential Facilities

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Code Description Fiscal Year: 2016

Residential Facilities

597 Subcontracts and Sub-Awards in Excess of the First \$25,000

Subcontracts and Sub-Awards in Excess of the First \$25,000

Supplies

610 SUPPLIES

All supply items which cannot be properly classified as technology supplies, computer software, energy, food usage, textbooks or books and periodicals, as defined in objects 611, 612, 620, 630, 641 and 642. This would include office supplies, paper, cleaning supplies, etc. Also, printing cost, when the supplies are a major part of the expense, would be recorded here.

611 Supplies - Technology Related

Technology-related supplies include supplies that are typically used in conjunction with technology-related hardware or software. Some examples are CDs, flash or jump drives, parallel cables, and monitor stands. E-readers, including Kindles and iPads, that fall below the capitalization thresholds should be reported here or 616 - Expendable Computer Equipment. Purchased software costs below the capitalization threshold should be reported in 612 – Computer Software. Licenses and fees for services such as subscriptions to research materials over the Internet should be reported under 532 Communications – Web-based Subscriptions and Licenses.

612 COMPUTER SOFTWARE

Expenditures for the purchase of computer software which has already been developed. Contracted services for developing software would be recorded in object 300.

615 EXPENDABLE EQUIPMENT

Items purchased with a per-unit cost of less than \$5000, which might otherwise be classified as "equipment" rather than "supplies". Examples: calculators, chairs, tables, projectors, video-cassette recorders, etc. An inventory of these items should be maintained for control purposes.

616 EXPENDABLE COMPUTER EQUIPMENT

Items purchased or Lease-Purchased with a per-unit cost of less than \$5000, which might otherwise be classified as "equipment" rather than "supplies." Examples: Printers, Disk Drives, computers, etc..

620 ENERGY

Expenditures for energy, including electricity, gas, oil, coal, gasoline, diesel fuel, and other services from public or private utilities.

630 PURCHASED FOOD

Food purchased for use in the School Nutrition Program.

635 FOOD ACQUISITIONS - USDA

The value of donated commodities received from the USDA.

641 TEXTBOOKS - Printed

Expenditures for the purchase of printed (hardcopy) textbooks and workbooks used in the classroom. The cost of binding and repairing textbooks is reported here also.

642 BOOKS (OTHER THAN TEXTBOOKS) AND PERIODICALS

Expenditures for the purchase of all books and periodicals (other than textbooks) available for general use, including reference books. The cost of binding and repairing reference books in the Media Center is reported here.

Property

710 LAND ACQUISITION AND DEVELOPMENT

Expenditures for the purchase or acquisition of land and the improvements thereon.

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715 LAND IMPROVEMENTS

Expenditures for improvements of land including grading, landscaping, sidewalks, driveways, retaining walls, hydrant installation, initial surfacing and soil treatment of athletic fields, fences and underground storage tanks (not a part of building service systems).

720 BUILDING ACQUISITION, CONSTRUCTION, AND IMPROVEMEN

Expenditures for acquiring existing buildings and for the contracted construction of buildings, for major permanent structural alterations, and for the initial or additional installation of heating and ventilating systems, fire protection systems, and other service systems in existing buildings. Buildings built and alterations performed by the LUA's own staff are charged to objects 190, 200, 610 and 730 as appropriate.

730 PURCHASE OF EQUIPMENT - OTHER THAN BUSES AND COMPU

Expenditures for initial, additional, and replacement items of equipment such as machinery, furniture and fixtures, and vehicles. To be charged to equipment, an item must meet the following criteria:

- a. The cost must be \$5,000 or more per unit.
- b. The life expectancy must be more than one year.

732 PURCHASE OR LEASE-PURCHASE OF BUSES

Expenditures for purchase or lease-purchase of buses to transport students are recorded under this code.

734 PURCHASE OR LEASE-PURCHASE OF EQUIPMENT - TECHNOLOGY RELATED

Expenditures for technology-related equipment and technology infrastructure. These cost include those associated with the purchase or lease-purchase of network equipment, servers, PCs, printers, other peripherals, devices and wiring/cables/network switches (network infrastructure). Items charged here must meet the two criteria noted in object 730 for equipment purchases.

735 Purchase of Software to be Capitalized

Expenditures for the purchase of software used for education or administrative purposes that exceed the district's capitalization threshold. All purchases under the threshold should be charged to object 612.

740 Depreciation Expense-Land Improvements

The portion of the cost of land improvements which is charged as an expense during a particular period. In accounting for depreciation, the cost of a fixed asset, less any salvage value, is apportioned over the estimated service life of such an asset, and each period is charged with a portion of such cost.

742 Depreciation Expense-Buildings

The portion of the cost of buildings which is charged as an expense during a particular period. In accounting for depreciation, the cost of a fixed asset, less any salvage value, is apportioned over the estimated service life of such an asset, and each period is charged with a portion of such cost.

744 Depreciation Expense-Equipment

The portion of the cost of equipment which is charged as an expense during a particular period. In accounting for depreciation, the cost of a fixed asset, less any salvage value, is apportioned over the estimated service life of such an asset, and each period is charged with a portion of such cost.

746 Depreciation Expense-Buses

The portion of the cost of busses which is charged as an expense during a particular period. In accounting for depreciation, the cost of a fixed asset, less any salvage value, is apportioned over the estimated service life of such an asset, and each period is charged with a portion of such cost.

748 Depreciation Expense-Computers

The portion of the cost of computers which is charged as an expense during a particular period. In accounting for depreciation, the cost of a fixed asset, less any salvage value, is apportioned over the estimated service life of such an asset, and each period is charged with a portion of such cost.

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750 Purchase of Infrastructure

Expenditures for the purchase/installation of infrastructure assets. These items include water/sewer systems, roads, bridges, and other capital items that have significantly longer useful lives than other assets.

781 Amortization Expense - Intangible Assets

The portion of the cost of an intangible asset which is charged as an expense during a particular period. In accounting for amortization, the cost of a intangible asset is apportioned over the estimated service life of such an asset, and each period is charged with a portion of such cost.

Other Objects

810 DUES AND FEES

Expenditures for registration fees, dues for systems' or individuals' membership in professional or service organizations, or for various fee charges. (Only fees paid to a paying agent for services in connection with bonded indebtedness are recorded in function 5100).

811 Regional Or County Library Dues

FUNCTION 2220 - (Account added for indirect cost calculation application)

812 RESA Fees

RESA Membership fees should be charged to function 2900. Other RESA Contracts should be charged to appropriate Function. Repairs and Maintenance Contracts can be charged to Object 430.

830 INTEREST

Expenditures for interest on notes payable or bonds.

831 Redemption of Principal

Expenditures to retire bonds (including current and advance refundings) and long-term loans.

833 Amortization of Bond Issuance and Other Debt Related Costs

Expenses in connection with the amortization of bond and other debt issuance costs, including lease-purchase debt issuance costs. Included are amortized deferred gain and loss amounts in connection with the defeasance of bonds. This code is used in Proprietary and Fiduciary funds only. Also used on the Entity Wide statements.

834 Amortization of Premium and Discount on Issuance of Bonds

Expenses amortized as debt premium and/or discount in connection with the issuance of debt. This accounts is used in Proprietary and Fiduciary funds only and also on the Entity Wide Statements. An additional revenue account 6200 has been established for accounting for the amortization of debt premiums such that districts may report premium and discount amortization separately as required in certain sates (or where only credits may reported for revenue codes and only debits for expenditure codes). However, account 834 may be used to record all discount and premium amortization (reported as a contra revenue). (Used only with function 5100)

880 FEDERAL INDIRECT COST CHARGES

Expenditures to record the indirect costs permitted under Federal grant administration rules and approved by the GDOE. The offsetting revenue will be recorded in General Fund, Revenue Source 1990.

881 Schoolwide Schools

Use to allocate costs from Fund 400 to participating federal grants. The systemwide total for Object 881 should always have a zero balance.

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Code Description Fiscal Year: 2016

890 OTHER EXPENDITURES

Expenditures for goods and services not otherwise classified above, such as reimbursement for college courses. For the DE Form 0046, detail is required if the object 890 expenditures in a function exceed 10% of that function total.

Other Uses

930 OPERATING TRANSFERS TO OTHER FUNDS

Amounts transferred to another fund. The offsetting transaction will be recorded in Revenue Source 5200 in the fund to which the transfer is made.

950 Special Items

Used to classify items in accordance with GASB Statment 34. Included are transactions or events within the control of the school district administration that are either unusual in nature or infrequent in occurrence. Examples would include sales of certain government capital assets; significant forgiveness of debt.

960 Extraordinary Items

Used to classify items in accordance with APB Opinion No. 30. Included are transactions or events that are both unusual in nature and infrequent in occurrence. Examples would include the significant costs related to a natural disaster caused by fire, flood, tornado, hurricane, or hail storm; costs related to an environmental disaster.

990 OTHER USES

Other uses of funds which are not properly classifiable as expenditures but require budgetary or accounting control.

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