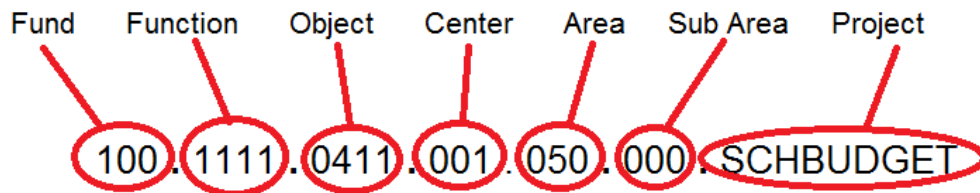




**David Douglas School District
School Budget Account Code Overview**

Summary: Below is a pictorial representation of the account code structure and a list of the common account codes used in school budgets.



Fund: Determines source of funds and any restrictions **REQUIRED**

100 – General Fund

Function Codes: Describes program type **REQUIRED**

Common Function Codes:

1111 – Elementary School Instruction.

1121 – Middle School Instruction.

1131 – High School Instruction.

1283 – Fir Ridge Instruction.

2240 – Professional Development.

2410 – Office of the Principal.

Object Codes: Describes the type of expenditure **REQUIRED**

Common Object Codes:

0100's Salary Codes – Salary paid to an employee.

0200's Employee Benefits – Benefits Paid on behalf of an Employee

0340 District Travel – Conference registration, Meals, Hotel.

0341 District Mileage – Miles driven in a private vehicle.

0355 Printing and Binding – Skyline Charges and School Copier and printer click charges, School copy paper.

0411 Consumable Supplies – Consumed upon use or lasts less than one year.

0430 Library Books – non classroom books used in the school library.

0460 Non Consumable Supplies – Useable life span of more than one year

0461 Technology Non Consumable – Technology Non Consumable supplies e.g. Keyboard, Mouse,

0470 Computer Software – e.g. typing Software, iPad Apps.

0480 Computer Hardware – e.g. Computers, Laptops, iPads, Chrome books.

Center: Describes the school or facility **REQUIRED**

001 – Cherry Park; **015** – Ron Russell; **018** – High School; **055** – Fir Ridge; **009** – District Office

Area: Further describes program specifically **REQUIRED**

050 – General Classroom; **100** – English; **130** – Art; **140** – Music; **180** – Math

Sub Area: Describes specific district program **District Determines**

000 – Undesignated

Project: Identifies special grants, budget or projects **District Determines**

SCHBUDGET – School Budget Allocations

\\10.53.254.25\bank\$\SECRETARY TRAINING\Secretaries Training 10.01.2014\SCHBUDGET Allocations.docx

Prepared By/Contact: Paul Rodeman

Effective Date: 7/1/2014

Next Review Date: 6/01/2015