

## COMMON ACCOUNT NUMBERS

### Functions

- 1000 Direct Instruction (Students, Teachers and Parents Only)**
- 2100 Support Services-Students (Instr Office/Fed/Sp Ed/Arts/Nurse/Security/Counselors)
- 2200 Support Services-Instruction (ONLY Library/Technology/Testing)**
- 2300 Support Services-Gen Admin (Board/Supt/Assessment)
- 2400 Support Services – School Admin (Principal/Office/Custodian supplies/Dean/Asst. Prin)**
- 2500 Central Services (Bus Office/HR/IS)
- 2600 Oper & Maint of Plant ( Maint Dept ONLY)

### Objects

- 53330** Professional Development Staff Trainers/Educational Presenters
- 55915** Contract Services
- 55813** Employee Travel, non-teachers
- 55819** Employee Travel, Teachers
- 55818** Other Travel, non-employee
- 55817** Student Travel, students only
- 56118** General Supply – under \$100 per item
- 57332** Supply Asset – over \$100 per item (non-consumable, needs inventory tag)
- 57331** Fixed Asset – OVER \$5,000 per item (**rarely used**)
- 56113** Software, computer software
- 56114** Library Books and supplies
- 54311** Maint & Repair-Furniture/Fixtures/Equipment
- 53711** Other Charges-notary bonds/dues/memberships

### Location Codes

004000 District	004044 East Grand Plains	004125 Sierra Middle
004001 Detention Ctr	004050 El Capitan	004126 Pecos Elem
004009 Sidney Gutierrez	004052 Nancy Lopez Elem	004130 Goddard High
004024 Berr Elem	004095 Military Heights	004132 University High
004025 Berr Middle	004100 Missouri Ave	004135 Roswell High
004036 Mt View Middle	004105 Monterrey Elem	004161 Valley View Elem
004041 Del Norte Elem	004120 Sunset Elem	004175 Washington Elem
004042 Mesa Middle	004122 Parkview Elem	

### Sample Account Numbers

	Fund	Function	Object	Program	Location	Allocation
Operational -	11000	2400	56118	0000	004xxx	0000.xx400
Federal (Title I) -	24101	1000	56118	1010	004xxx	0000.xx801 xx802 every other year
Two Mill (Building) -	31700	4000	57332	0000	004xxx	0000.xx200
Activity -	90000	9000	32100	0000	004xxx	0000.xx601