

## PART 8

### CLASSIFICATION AND DEFINITION OF OBJECT ACCOUNTS

#### CLASSIFICATION OF OBJECT ACCOUNTS

For the purposes of the manual and the prescribed accounting system for Indiana's public schools, the Object Accounts are separated into categories dependent upon their function or general purpose. They are identified by numerical designations related as closely as possible to those used in Financial Accounting for Local and State School Systems, Revised. Some classifications, as presented in Financial Accounting for Local and State School Systems, Revised, have been tailored to meet the special needs of Indiana, with respect to Indiana laws and state reporting requirements.

#### DEFINITION OF OBJECT ACCOUNTS

The objects are defined within each classification or program by the specific purpose which they served. These are identified by account titles basically comparable to those in Financial Accounting for Local and State School Systems, Revised, excepting those instances where greater detail is required because of Indiana laws or state reporting requirements.

#### ACCOUNTING FOR OBJECTS

Each expenditure transaction should be identified with the object category concerned. The following part identifies and describes each of the object classifications which you will be asked to summarize for reporting to the Department of Education.

#### OBJECTS

OBJECT means the service or commodity obtained as the result of a specific expenditure. Object categories are identified and described in the manual. Following are definitions of the major categories and subcategories.

Personal Services - Salaries. Amounts paid to both permanent and temporary school corporation employees, including personnel substituting for those in permanent positions. This includes gross salary for personal services rendered while on the payroll of the school corporation.

- 110 Certified Salaries. Amounts paid to employees of the school corporation whose contract requires that the person hold a license or permit from the division of professional standards of the department of education under Indiana Code Article 20-28; or who is employed as a teacher by a charter school established under Indiana Code Article 20-24.
- 120 Salaries of Other Noncertified Staff. Amounts paid to employees of the school corporation who are classified as noncertified. These employees are not required to be certified as teachers by the Indiana Department of Education. Included here are the salaries of custodians, maintenance personnel, mechanics, bus drivers, secretaries, clerks, etc.
- 125 Terminal Leave. Any payment made to the employee when the employee retires or terminates employment. An example of this would be unused vacation time paid to the employee after the employee has left the school corporation

Temporary Salaries. Full-time, part-time, and prorated portions of the costs for work performed by employees of the school corporation who are hired on a temporary or substitute basis to perform work in positions of either temporary or permanent nature. Substitute teachers are accounted for here. Certified

and non-certified temporary salaries are classified here. Teachers on temporary contracts are recorded in Certified Salaries (110). Temporary Salaries will not be required for separate state reporting.

- 130 Temporary Salaries. Full-time, part-time, and prorated portions of the costs for work performed by employees of the school corporation who are hired on a temporary or substitute basis to perform work in positions of either temporary or permanent nature who are not classified elsewhere.
- 140 Overtime Salaries. Money paid to employees of the school corporation in positions of either a temporary or permanent nature for work performed in addition to the normal work period for which the employee is compensated under non-certified and temporary salaries above. The terms of such payment for overtime are a matter of local regulation and interpretation. Overtime salaries will not be required for separate state reporting.
- 141 Additional Compensation Awarded to a Majority of Teachers. Fixed sum paid as a salary through the compensation plan or an amount awarded to the majority of teachers as defined in subcategories 30-33. Excludes amounts paid to a teacher for extracurricular activities, ancillary duties, attendance awards, etc
- 142 Additional Compensation. Additional compensation such as bonuses, other stipends, or incentives.

Personal Services - Employee Benefits. Employee Benefits. Amounts paid by the school corporation on behalf of employees (amounts not included in gross salary but in addition to that amount). Such payments are fringe benefit payments and, although not paid directly to employees, nevertheless are parts of the cost of personal services.

Employee Retirement. Contributions by the school to state and federal retirement programs. Included here are Social Security and Public Employees' Retirement Fund.

- 211 Social Security. Contributions by the school corporation for social security.
- 213 Severance/Early Retirement Pay. Contributions made by school corporations for these programs.
- 214 Public Employees Retirement Fund. Contributions by the school corporation for noncertified employees.
- 215 Teacher Retirement Fund, Prior to 7-1-95. Contributions by the school corporation for certified employees employed prior to 7-1-95.
- 216 Teacher Retirement Fund, After 7-1-95. Contributions made by the school corporation for certified employees employed after 7-1-95.
- 217 Public Employees Retirement Fund. Optional contributions.
- 218 Teacher Retirement Fund. Optional contributions.

Employee Insurance. Insurance for employees.

- 219 Dental Insurance. Contributions made by school corporations for dental insurance.
- 220 Vision Insurance. Contributions made by school corporations for vision insurance.
- 221 Group life insurance. Contributions made by school corporations for group life insurance.

- 222 Group health insurance. Contributions made by school corporations for group health insurance.
- 223 Group accident insurance. Contributions made by school corporations for group accident insurance.
- 224 Other group insurance authorized by statute. For example, dental insurance, optical insurance, or long/short term disability.
- 225 Workers Compensation Insurance. Contributions or payments by the school corporation for workers compensation.
- 230 Unemployment Compensation. Contributions or payments by the school corporation for unemployment compensation.
- 235 Food Service Staff Meals Provided. Meals provided to adults working with the school lunch program according to policy passed by the school governing body.
- 236 Tuition reimbursement. Amounts reimbursed by the school district on behalf of any employee qualifying for tuition reimbursement on the basis of school district policy.
- 240 Entertainment. Costs incurred in socialization associated directly with an LEA's operations. A LEA should consult with State Board of Accounts before utilizing this object code. Expenditure account 25790 "Other Personnel Services" is an appropriate account to use with this object code.
- 241 Local Retirement Contributions. Contributions or payments by the school corporation for local retirement (401a, 403b, etc.).
- 242 Health Savings / VEBA Contributions. Contributions or payments by the school corporation for staff health savings accounts or voluntary employee's beneficiary association.
- 243 Long Term Disability. Contributions or payments by the school corporation for long term disability insurance.
- 275-290 Other Employee Benefits. Employee benefits which have not been classified above.

Purchased Professional and Technical Services. Services that by their nature can be performed only by persons or firms with specialized skills and knowledge. Although a product may or may not result from the transaction, the primary reason for the purchase is the service provided. Included are the services of architects, engineers, auditors, dentists, medical doctors, lawyers, consultants, teachers, and accountants. It is recommended that a separate account be established for each type of service provided to the school district. Services purchased from another school district or from other government sources should be coded to one of the object codes from 590 through 592.

- 311 Instruction Services. Non-payroll services performed by qualified persons directly engaged in providing learning experiences for pupils. Included are the services of interns engaged in teaching activities.
- 312 Instructional Programs, All Employee Training and Development. Services supporting the professional and technical development of instructional school district personnel as well as professional and technical development of all employees. Included are course registration fees (that are not tuition reimbursement), charges from external vendors to conduct training courses (at either school district facilities or off-site), and other expenditures associated with training or professional development by third-party vendors. Included are services for curriculum improvement, assessment, in-service training, counseling and guidance, library

and media support, and other contracted instructional services. Services supporting the professional and technical development of school district personnel, including administrative and service employees. All expenditures should be captured in this account, regardless of the type or intent of the training course or professional development activity.

- 313 Pupil Services. Nonpayroll services of qualified personnel to assist pupils and their parents in solving mental and physical problems to supplement the teaching process.
- 314 Staff Services. Office/Administrative Services. 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 accounts 23XXX – 25XXX.)
- 316 Data Processing and Coding Services. Data entry, formatting, and processing services other than programming. (Usually used with accounts 211XX, 22370, 22400, 24100, 251XX, and 258XX.)
- 317 Statistical Services. Non-payroll services performed by persons or an organization qualified to assist in handling statistics. The category includes special services for analysis, tabulations, or similar work.
- 318 Board of Education Services. Services performed by qualified persons to assist the governing body of the school corporation in particular activities. The category includes special projects performed specifically for the governing body and counseling the governing body in employing a chief executive officer.
- 319 Professional Services. Professional services other than educational services that support the operation of the school district. Included, for example, are medical doctors, lawyers, architects, auditors, accountants, bankers, therapists, audiologists, dieticians, editors, negotiations specialists, paying agents, school safety and security, systems analysts, and planners. (Usually used with accounts 2XXXX, but could also be used with accounts 1XXXX–4XXXX.)
- 320 Other Professional Services. Other professional services not described in objects 312 and 319.
- 350 Technical Services. Services to the school district that are not regarded as professional, but that require basic scientific knowledge, manual skills, or both. Examples include purchasing services, warehousing services, and graphic arts.
- 352 Other Technical Services. Technical services other than data-processing and related services. (Usually used with accounts 1XXXX–4XXXX.)

Purchased Property Services. Services purchased to operate, repair, maintain, and rent property owned or used by the school corporation. These services are performed by persons other than school corporation employees. Although a product may or may not result from the transaction, the primary reason for the purchases is the service provided.

Public or Private Utility Services. Expenditures for services usually provided by public utilities such as water, sewage, and garbage collection. The category includes those same services whether the utility company is public or private. Costs for telephone and telegraph are not included here, but are included in Communication 530 Object Area.

- 411 Water and Sewage. Charges for water used in all buildings and on all grounds; also all charges for sewage disposal.

- 412 Removal of Refuse and Garbage. Expenditures for removing ashes, trash, garbage, etc.
- 419 Other Public or Private Utility Services. Expenditures for public or private utility services not classified above.
- 420 Cleaning Services. Services purchased to clean buildings (apart from services provided by school district employees), including, but not limited to, disposal services, snow plowing, custodial services, and lawn care services. (Used with account 26XXX.)

Repairs and Maintenance Services. Expenditures for repairs and maintenance services not provided directly by school corporation personnel. Costs for new construction, renovating and remodeling are not included here, but are included in Construction or Buildings (Objects 450 and 720).

- 431 Non-Technology-Related Repairs and Maintenance. Contracts and agreements covering the upkeep of buildings, grounds, and non-technology equipment. Costs for renovating and remodeling are not included here, but are classified under object 450. (Used with accounts 26XXX and 27XXX.)
- 432 Technology-Related Repairs and Maintenance. 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 (e.g., personal computers and servers). (Used with accounts 1XXXX, 223XX, and 258XX.)

Rentals. Expenditures for leasing or renting land, buildings, uniforms, and equipment for both temporary and long range use of the school corporation. The category includes vehicle rental when operated by school corporation personnel, lease on data processing equipment, lease-purchase arrangements, and similar rental agreements. Costs for single agreements covering equipment as well as operators are not included here, but are considered elsewhere under Purchased Services [see Transportation (510), Repairs and Maintenance Services (431)].

- 441 Rentals of Land and Buildings. Expenditures for leasing or renting land and buildings for both temporary and long-range use by the school district.
- 442 Rentals of Equipment and Vehicles. Expenditures for leasing or renting equipment or vehicles for both temporary and long-range use by the school district. This includes bus and other vehicle rental when operated by a local school district and similar rental agreements. Include rental vehicles for driver's education programs here. This should be coded to the account where the equipment or vehicle is used. This code excludes costs associated with the rental of computers or other technology-related equipment. These costs should be coded to expenditure object 443 as described below.
- 443 Rentals of Computers and Related Equipment. Expenditures for leasing or renting computers and related equipment for both temporary and long-range use. This includes rentals of phone equipment as well as rentals of copiers.
- 444 Other Rentals. Uniforms and other rentals which are not classified above.
- 450 Construction Services. Includes amounts for constructing, renovating, and remodeling buildings or infrastructure assets paid to contractors. This account should also be used to account for the costs of non-permanent site improvements such as fencing, walkways, and roads that are related to buildings and building sites. (Used only with accounts 4XXXX.)
- 490 to 499 Other Purchased Property Services. Property Services purchased which are not classified above. Communication services are not included here, but should be included in object 530.

Other Purchased Services. Amounts paid for services rendered by organizations or personnel not on the

payroll of the school corporation (separate from Professional and Technical Services or Property Services). Although a product may or may not result from the transaction, the primary reason for the purchase is the service provided.

- 510 Student Transportation Services. Expenditures for transporting children to and from school and other activities. (Used only with accounts 27XXX.)
- 511 Student Transportation Purchased From Another School District Within the State. Amounts paid to other school districts within the state for transporting children to and from school and school-related events. Expenditures for the rental of buses that are operated by personnel on the school district payroll are not recorded here, but rather under object 442. (Used only with accounts 27XXX.)
- 512 Student Transportation Purchased From Another School District Outside the State. Payments to other school districts outside the state for transporting children to and from school and school-related events. (Used only with accounts 27XXX.)
- 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. These payments include payments to students who transport themselves, payments to individuals who transport their own children, or payments as reimbursement for student transportation on public carriers. (Used only with accounts 27XXX.)
- 520 Insurance (Other Than Employee Benefits). Expenditures for all types of insurance coverage, including property, liability, and fidelity. Insurance for group health is not charged here but is recorded under objects 2XX. (Used with accounts 231XX, 26XXX, and 27XXX.)
- 525 Official Bond Premiums. Expenditures for bonds guaranteeing the school corporation against losses resulting from the actions of the treasurer, employees, or other persons of the school corporation.

Communications. Services provided by persons or businesses to assist in transmitting and receiving messages or information.

- 530 Communications. Services provided by persons or businesses to assist in transmitting and receiving messages or information. This category includes telephone and voice communication services; 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 communications services to establish or maintain postage machine rentals, postage, express delivery services, and couriers.
- 540 Advertising. Expenditures for printed legal notices in papers. These expenditures include advertising for such purposes as tax levies, bond sales, used equipment sales, and other objects. Costs for professional fees for advertising or public relations service are not recorded here but are charged to Professional Services.
- 550 Printing and Binding. Expenditures for job printing and binding, usually according to specifications of the school district. This includes designing and printing forms and posters, as well as printing and binding school district publications. Preprinted standard forms such as checks and receipts are not charged here, but are recorded under object 611. (Usually used with account 25300, but may be assigned to other accounts. Printing and duplication of materials for classroom use should be coded here and to accounts 1XXXX.)
- 561 Tuition to Other School Districts Within the State. Tuition paid to other school districts, including charter schools, within the state. Includes tuition expenditures made to

Cooperatives.

- 562 Tuition to Other School Districts Outside the State. Tuition paid to other school districts, including charter schools and Cooperatives, outside the state.
- 563 Tuition to Private Schools or Facilities. Tuition paid to private schools or facilities within the state and outside the state.
- 565 Tuition to Postsecondary Schools. Tuition paid to postsecondary schools within the state and outside the state.
- 569 Tuition—Other. Includes tuition paid to the state and other governmental organizations (excluding school districts) as reimbursement for providing specialized instructional services to students residing within the boundaries of the paying school district.
- 570 Contributions & Donations to Outside Organizations. Any gift or donation made where the recipient is not required to provide a good or service to the LEA in payment of the LEA's gift or donation. A LEA should consult with State Board of Accounts for approval before dispersing funds to outside organizations in a charitable manner.
- 575 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 the food service operation. Direct expenditures by the school district for food, supplies, labor, and equipment would be charged to the appropriate object codes. (Used only with accounts 31XXX.)
- 580 Travel. Expenditures for transportation, meals, hotel, and other expenditure/expenses associated with staff travel for the school district. Payments for per diem in lieu of reimbursements for subsistence (room and board) also are charged here.
- 590 Interagency Purchased Services. This code identifies other payments for services made between a school district and other governmental entities. (Used primarily with accounts 2XXXX.)
- 591 Services Arranged with Another School District or Cooperative Within the State. Payments to or on behalf of another school district within the state for services rendered, other than tuition and transportation fees. Examples of such services are data processing, purchasing, nursing, and guidance.
- 592 Services Arranged With Another School District or Cooperative Outside the State. Payments to or on behalf of another school district outside the state for services rendered, other than tuition and transportation fees. Examples of such services are data processing, purchasing, nursing, and guidance.
- 593 Other Purchased Services. Amounts paid for services rendered by organizations or personnel not on the payroll of the school corporation (separate from Professional and Technical Services or Property Services). Although a product may or may not result from the transaction, the primary reason for the purchase is the service provided.
- 594 Services Arranged with Associated Innovation Network Charter School. Payments to or on behalf of an Innovation Network Charter School associated with the district.

Supplies. Amounts paid for material items of expendable nature that are consumed, worn out, or deteriorated by use; or items that lose their identity through fabrication or incorporation into different or more complex units or substances.

General Supplies. Expenditures for all supplies (other than those listed below) for the operation of a

school corporation, including freight and cartage.

- 611 Supplies – Nontechnology Related That Do Not Qualify for Capitalization. Examples would include equipment, machinery, furniture, fixtures, office supplies, and other items that are not considered technology related that do not qualify for capitalization.
- 612 Tires and Repairs. Charges for repairs and replacements of tires and tubes.
- 613 Gasoline and Lubricants. Cost of gasoline, oil, grease and gear lubricants.
- 614 Food. Expenditures for all food other than for instructional programs. Food used in instructional programs is charged under object 611.
- 621 Heating and Cooling for Buildings - Electricity. Electricity used in heating and cooling all school corporation owned buildings.
- 622 Heating and Cooling for Buildings - Gas. Gas used in heating and cooling all school corporation owned buildings.
- 623 Heating and Cooling for Buildings - Fuel Oil. Fuel oil used in heating and cooling all school corporation owned buildings.
- 624 Heating and Cooling for Buildings - Other Energy Sources. All other energy sources used in heating and cooling all school corporation owned buildings.
- 625 Light and Power - Other Than Heating and Cooling. Expenditures for electric current for all purposes used in the school corporation, except for heating.
- 626 Gas - Other Than Heating and Cooling. Expenditures for gas for use for all purposes except for heating or cooling buildings.
- 630 Curricular Materials. Expenditures for curricular materials which are purchased for pupils or groups of pupils used in a particular course of study.
- 631 Curricular Materials Related to Reading. Expenditures for curricular materials related to reading which are purchased for pupils or groups of pupils used in a particular course of study.
- 632 Curricular Materials Related to Science, Technology, Engineering, or Math (STEM). Expenditures for curricular materials related to STEM which are purchased for pupils or groups of pupils used in a particular course of study.
- 640 Library Books. Expenditures for regular or incidental purchases of library books available for general use of students including any reference books, even though such reference books may be used solely in the classroom. Also recorded here are costs of binding or other repairs to school library books. Internet and online-exclusive subscriptions should be reported under 656, Software.
- 650 Periodicals. Expenditures for periodicals and newspapers. A periodical is any publication appearing at regular intervals of less than a year and continuing for an indefinite period. Electronic and online subscriptions should be reported under 656, Software.
- 655 Supplies–Technology Related That Do Not Qualify for Capitalization. Supplies that are typically used in conjunction with technology-related hardware. Some examples are CDs, flash or jump drives, copiers, parallel cables, and monitor stands. Laptops, E-readers, including Kindles, and iPads that do not qualify for capitalization should be reported here as well.



656 Software. Software, software licenses, and software fees.

657 Vehicles That Do Not Qualify for Capitalization. Expenditures for the purchase of conveyances to transport persons or objects that do not qualify for capitalization..

660 to 689 Other Supplies and Materials. Expenditures for all other supplies and materials not included above.

Property. Expenditures for acquiring capital assets, including land, existing buildings, existing infrastructure assets, and equipment.

710 Land and Land Improvements. Expenditures for the purchase of land and the improvements thereon. Purchases of air and mineral rights, for example, are included here. Not included here, but generally charged to objects 450 or 319 as appropriate, are expenditures for improving sites and adjacent ways after acquisition by the school district. (Used with primarily accounts 4XXXX.)

715 Improvements Other Than Buildings. Expenditures for the initial and additional improvement of sites and adjacent ways after acquisition by the school corporation consisting of such work as grading, landscaping, seeding, and planting of shrubs and trees; constructing new sidewalks, roadways, retaining walls, sewers and storm drains, installing hydrants; initial surfacing and soil treatment of playgrounds and tennis courts; furnishing and installing for the first time, fixed playground apparatus, flagpoles, gateways, fences, and underground storage tanks which are not parts of building service systems; and demolition work. Special assessments against the school corporation for capital improvements such as streets, curbs and drains are also recorded here.

720 Buildings. Expenditures for acquiring existing buildings and construction of buildings, major permanent structural alterations, renovations, fire protection systems, and other service systems, except payments to public school housing authorities or similar agencies. (Expenditures for installment or lease payments, except interest, that have a terminal date and result in the acquisition of buildings should be assigned to codes 831 and 832.) Expenditures for the contracted construction, alteration, and renovations of buildings are recorded under object 450. Buildings built and alterations and renovations performed by the school district's own staff are charged to objects 1XX, 2XX, 6XX, and 7XX, as appropriate. Building rent is reported in object 441. (Used with accounts 4XXXX.)

734 Vehicles That Qualify for Capitalization. Expenditures for the purchase of conveyances to transport persons or objects that qualify for capitalization. (Vehicles for driver's education should be coded to accounts 1XXXX).

735 Nontechnology Related Equipment That Qualifies for Capitalization. Equipment and furniture purchases that qualify for capitalization.

740 Infrastructure. Expenditures for purchased infrastructure assets by the school district. These items include water/sewer systems, roads, bridges, and other assets that have significantly longer useful lives than other capital assets. Expenditures for contracted construction of infrastructure are recorded under object 450. Infrastructure built by the school district's own staff is charged to objects 1XX, 2XX, 6XX, and 7XX, as appropriate. (Used only with account 4XXXX.)

741 Technology Related Equipment That Qualifies for Capitalization. Expenditures for technology-related equipment and technology infrastructure that qualify for capitalization.

Other Objects. Amounts paid for goods and services not otherwise classified above. This includes expenditures for the retirement of debt, the payment of interest on debt, the payment of dues and fees,

purchase of investments, payments of service charges, and allowable amounts paid for band uniforms.

- 810 Dues and Fees. Expenditures or assessments for membership in professional or other organizations, as well as student fees (such as entry fees to contests). Examples include member fees or dues to service centers and study councils. Tuition expenditures should be reported in objects 561 through 569. Does not include expenditures for contractual instruction/service agreements with other school corporations or similar entities.
- 820 Judgments Against the School District. Expenditures from current funds for all judgments (except as indicated below) against the school district that are not covered by liability insurance, but are of a type that might have been covered by insurance. Only amounts paid as the result of court decisions are recorded here. Judgments against the school district resulting from failure to pay bills or debt service are considered non-court judgments and should be recorded under the appropriate expenditure accounts as though the bills or debt service had been paid when due. (Used only with accounts 231XX.)
- 825 Seldom or Non-recurring Fines. This object code will encompass Contingencies, Bad Debts, Fines, and Penalties. A contingency is a potential negative economic event which may occur in the future. Bad debts are debts that are not collectible and therefore worthless to the creditor. Fines and penalties can be defined as: fines, penalties, damages, and other settlements resulting from violations (or alleged violations) of, or failure of the governmental unit to comply with, Federal, State, local, or Indiana tribal laws and regulations... OMB Circular A-87 (Revised 5/10/04)

Debt Related Expenditures. Expenditures which are from current funds to retire serial bonds, emergency loans and temporary loans. Also expenditures from current funds for interest on serial bonds, lease with option to buy, emergency loans and temporary loans.

- 831 Redemption of Principal. Expenditures to retire bonds (including current and advance refunding) and long-term (> 6 months) loans, including lease-purchase arrangements. (Used only with accounts 5XXXX.)
- 832 Interest on Long-Term Debt. Expenditures for interest on bonds or notes, including lease-purchase arrangements. (Used only with accounts 5XXXX.)
- 833 Bond Issuance and Other Debt-Related Costs. Expenses in connection with bond and other debt issuance costs, including lease-purchase debt issuance costs. (Used only with accounts 5XXXX.)
- 835 Interest on Short-Term Debt. Expenditures for interest on short-term debt or anticipation notes. (Used only with account 25XXX Fiscal Services.)
- 871 Bank Service Charges.
- 872 Late Payments. On contracts, etc., where permitted by law.
- 873 Seldom or Non-Recurring Purchases. Expenditures for items purchased not qualified to be included as capital outlay. Includes band uniform purchases.
- 875 Awards. Expenditures for all types of authorized awards.

876 to 899 Miscellaneous Objects. Amounts paid for all other expenses not classified elsewhere.

Other Items. Used to classify transactions that are not properly recorded as expenditures/expenses but require control and reporting by the school corporation.

- 910 Transfers. This object category does not represent a purchase; but is used as an accounting

entry to show that funds have been handled without having goods and services rendered in return. Included here are transactions for interchanging money from one fund to the other and for transmitting flow-through funds to the recipient (person or agency). The refund of revenues should be reported here.

- 920 Investments. Expenditures for purchase of investments.
- 930 SubAwards/SubGrants for federal projects for less than \$25,000 to Other Governmental Units. An award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. Payments to a contractor or payments to an individual that is a beneficiary of a Federal program are not considered to be subawards or subcontracts. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.
- 931 SubAwards/SubGrants for federal projects for greater than \$25,000 to Other Governmental Units. An award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. Payments to a contractor or payments to an individual that is a beneficiary of a Federal program are not considered to be subawards or subcontracts. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.
- 940 SubAwards/SubGrants for federal projects for less than \$25,000 to Non-Governmental Units. An award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. Payments to a contractor or payments to an individual that is a beneficiary of a Federal program are not considered to be subawards or subcontracts. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.
- 941 SubAwards/SubGrants for federal projects for greater than \$25,000 to Non-Governmental Units. An award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. Payments to a contractor or payments to an individual that is a beneficiary of a Federal program are not considered to be subawards or subcontracts. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.
- 960 Extraordinary Items. Used to classify items in accordance with Accounting Principles Board (APB) Opinion No. 30 that are transactions or events that are both unusual in nature and infrequent in occurrence. For some districts, this includes significant costs related to a natural disaster such as a fire, flood, tornado, hurricane, or hail storm or costs related to an environmental disaster.

Objects listed below are to be used only with Section 9 entries to generate the Statement of Obligations:

- 902 Principal Created During 6 Month Period.
- 904 Principal Paid During 6 Month Period.
- 905 Principal Outstanding – Ending Balance.
- 906 Interest Outstanding – Ending Balance.

#### OBJECT SUBCATEGORIES

Object Subcategories were added to the chart of accounts at the request of the Indiana Department of Education (IDOE). IDOE revised their financial reporting systems (Form 9) object codes to

provide additional detail and transparency in Form 9 financial data for teacher salaries due to legislative requirements (SEA 331-2022). These subcategories should be used as IDOE directs.

Object Subcategory codes with an asterisk (\*) may only be used with instructional expenditures and will be categorized as "other instructional" expenditures during creation of the ESSA report.

- 30 Full-time teachers. An individual licensed under IC 20-28-5 who has entered into a regular teacher's contract under IC 20-28-6-5 with a school corporation and whose primary responsibility is the instruction of students. An individual's primary responsibility is the instruction of students if the individual provides instruction to students in a classroom setting for at least fifty percent (50%) of the individual's workday. The individual's workday is the number of hours the individual is expected to work each day under the terms of the individual's contract with the school corporation. This applies to full-time teachers.
- 31\* Full-time teachers\*. An individual licensed under IC 20-28-5 who has entered into a regular teacher's contract under IC 20-28-6-5 with a school corporation and whose primary responsibility is the instruction of students. An individual's primary responsibility is the instruction of students if the individual provides instruction to students in a classroom setting for at least fifty percent (50%) of the individual's workday. The individual's workday is the number of hours the individual is expected to work each day under the terms of the individual's contract with the school corporation. This applies to full-time teachers.
- 32 Temporary teachers. An individual licensed under IC 20-28-5 who has entered into a temporary teacher's contract under IC 20-28-6-6(a)(1) with a school corporation and whose primary responsibility is the instruction of students. An individual's primary responsibility is the instruction of students if the individual provides instruction to students in a classroom setting for at least fifty percent (50%) of the individual's workday. The individual's workday is the number of hours the individual is expected to work each day under the terms of the individual's contract with the school corporation. This applies to full-time teachers.
- 33\* Temporary teachers\*. An individual licensed under IC 20-28-5 who has entered into a temporary teacher's contract under IC 20-28-6-6(a)(1) with a school corporation and whose primary responsibility is the instruction of students. An individual's primary responsibility is the instruction of students if the individual provides instruction to students in a classroom setting for at least fifty percent (50%) of the individual's workday. The individual's workday is the number of hours the individual is expected to work each day under the terms of the individual's contract with the school corporation. This applies to full-time teachers.
- 34 Adjunct full-time teachers. A full-time individual who holds an adjunct teacher permit issued by the governing body of a school corporation under IC 20-28-5-27.
- 35\* Adjunct full-time teachers\*. A full-time individual who holds an adjunct teacher permit issued by the governing body of a school corporation under IC 20-28-5-27.
- 36 Part-time teachers. An individual licensed under IC 20-28-5 who provides instruction on a part-time basis.
- 37\* Part-time teachers\*. An individual licensed under IC 20-28-5 who provides instruction on a part-time basis.
- 38 Adjunct part-time teachers. A part-time individual who holds an adjunct teacher permit issued by the governing body of a school corporation under IC 20-28-5-27.
- 39\* Adjunct part-time teachers\*. A part-time individual who holds an adjunct teacher permit issued by the governing body of a school corporation under IC 20-28-5-27.

- 40 School building level administrative professionals. Chief administrative officer of a school and other administrative school officials who are not paid by the terms of the teachers' collective bargaining agreement. Examples include Principals, Associate Principals, Assistant Principals, Deans of Students, Athletic Directors, etc.
- 41\* School building level administrative professionals\*. Chief administrative officer of a school and other administrative school officials who are not paid by the terms of the teachers' collective bargaining agreement. Examples include Principals, Associate Principals, Assistant Principals, Deans of Students, Athletic Directors, etc.
- 50 Instructional aids and assistants. Amounts paid to instructional employees of the school corporation. These employees are not required to be certified as teachers by the Indiana Department of Education. Included here are the salaries of teacher aids, aids to librarians, etc.
- 51\* Instructional aids and assistants\*. Amounts paid to instructional employees of the school corporation. These employees are not required to be certified as teachers by the Indiana Department of Education. Included here are the salaries of teacher aids, aids to librarians, etc.
- 52 Nonpermanent Substitute teachers. An individual who holds a professional license, provisional license, limited license, or an equivalent license issued by the Indiana Department of Education and serves as an occasional substitute teacher.
- 53\* Nonpermanent Substitute teachers\*. Full-time, part-time, and prorated portions of the costs for work performed by employees of the school district who are hired as a substitute teacher.
- 54 Collective bargaining unit members. Certificated employees who are paid by the terms of the teachers' collective bargaining agreement not designated in another subcategory.
- 55\* Collective bargaining unit members\*. Certificated employees who are paid by the terms of the teachers' collective bargaining agreement not designated in another subcategory.
- 58 Board members. Compensation paid to persons for serving as members of the governing body.
- 60 Corporation-level administrative professionals. Heads of a school corporation or charter school whose primary responsibility is general administration and oversight of instructional, business and other district operations. Head of Component – Within the organizational structure, generally the Head of Components are one level below the chief executive officer (CEO) unit (i.e., Office of the Superintendent). Heads of Components are generally the level of individuals supervised directly or indirectly by the superintendent or commissioner and include Chief Fiscal Officers (CFO), Human Resource Directors, General Counsels, and Chief Information Officers (CIO).
- 62 Permanent Substitute Teacher. An individual who holds a professional license or a provisional license issued by the Indiana Department of Education and serves as a substitute teacher for than fifteen consecutive school days.
- 64 School Counselor. An individual with a school counselor license issued by the Indiana Department of Education.
- 66 An individual licensed under IC 20-28-5 who has entered into a temporary teacher's contract under IC 20-28-6-6(a)(1) with a school corporation and whose primary responsibility is the instruction of students. An individual's primary responsibility is the instruction of students if the individual provides instruction to students in a classroom setting for at least fifty percent (50%) of the individual's workday. The individual's workday is the number of hours the

individual is expected to work each day under the terms of the individual's contract with the school corporation. This applies to part-time teachers.

00 Other Expenditures. All other expenditures not designated in another subcategory.

01\* Other Expenditures, Other Instructional\*, Other Instructional Expenditures for ESSA Report