2025

CODING CHART

199-11-6399-CA-001-11-000(001)

199	Fund
11	Function
6399	Object
CA	Sub-object
001	Organization
11	Program intent
000	Local
(001)	Budget Owner

FY 2025
September 1, 2024 – August 31, 2025

Program Year **may be different for Federal Funds or Grants**

All items purchased need to be received by August 31st or it will come out of next year's Budget

GENERAL FUNDS – (100's)

131 – Education Foundation Grants

140 – Concession

141 – Catering

144 – SHAC Healthy & Wise/SPARK

161 – Special Education (Impact Aid)

162 – Special Education

163 – Career & Technology

164 – Technology

165 – Bilingual/ELL

166 – State Compensatory Education (SCE)

176 – AP/Pre AP

177 – Gifted and Talented

178 – Athletics

195 – KISD Self Insurance Fund

199 – Local Maintenance

FEDERAL FUNDS – (200's)

211 – Title I, Part A

224 – IDEA B—Formula

225 – IDEA B—Preschool

226 – IDEA B—Discretionary (Deaf)

240 – School Nutrition

242 – Summer Feeding Program

244 – Vocational Ed –Basic Grant

255 – Title II, Part A

263 – Title III, Part A (LEP)

282 – ESSER III – American Rescue Plan (ARP)

289 – Title IV, SSAEP

290 – EPA Clean School Bus

STATE – (300's & 400's)

386 – Regional Day School for the Deaf

410 – Instructional Materials Allotment

424 – School Safety Standards

426 – TX Clean Bus

427 – School Safety & Security

428 – Safety & Facilities Enhancement (SAFE) Grant

429 – Read to Succeed; IB/AP; Prekindergarten Grant Program

461 – Campus Activity

479 – Shoemaker High School Endowment

496 – National Philanthropic Trust

498 – Music Enrichment Program (MEP)

499 – Gear Up Grant

Debt Service – (500's)

599 - Debt Service

CAPITAL/BOND PROJECTS (600'S)

617 – 2017 – 2018 Bond Proposition A

618 – 2017 – 2018 Bond Proposition B

645 – Capital Improvement

646 – General Fund Transfer – Strategic Facilities Plan

687 – Impact Aid—Sec 8007 Construction

696 – New Schools

753 – Insurance—Minimum Essential Coverage (MEC)

773 – Self Funded Health Insurance

TRUST & AGENCY FUNDS – (800'S)

816 – Memorial Funds

820 – Campus Scholarships

821 – Miscellaneous Scholarships

823 – Board Scholarships

863 – Payroll Account

864 – Clearing Account

865 – Central Org Activity Fund

FUND

11 **Instructional**	Use for Classroom direct instruction
12 **Instructional Resources & Media Services**	Use for Library, Media, Campus Technologist
13 **Instructional Staff/Curriculum Development**	Use for Teacher/Instructional Aide Staff Development, Campus Instructional Specialist (CIS), Curriculum Development, Curriculum Director, Dean of Instruction
21 **Instructional Administration**	Use for Assistant Superintendent, Special Ed Admin, Exec. Directors for Leadership, Special Ed Coordinator
23 **School Leadership**	Use for Principal, AP, Secretary, CIP, Staff Awards, Direct management of Campus
31 **Counseling, Guidance & Evaluation Services**	Use for Counseling, Assessing, Diagnosing, Facilitator, Standard Testing, ARD's, Academic Advisor, Campus Advisor, Registration Timecards, Board Builder Timecards
32 **Social Work Services**	Use for Attendance Officers, Social Workers, Social Work Services
33 **Health Services**	Use for Clinic, Nurse, Nurse's Aide, Physical Health Services
34 *Pupil Transportation*	*Central Office Use Only*
35 **School Nutrition**	Used by School Nutrition Only Not for Campus use
36 **Extra-Curricular**	Use for School Sponsored activities outside the school day to include competitions, Science Olympiad, Student Clubs, Student Activities Coordinator
41	*Central Office Use Only*
51 **Facilities Maintenance & Operations**	Use for Maintaining Grounds/Facilities, Outdoor Flags, Breakroom Ice Machines
52 **Security & Monitoring Service**	Use for KISD Police, Safety Dept, Activities to keep students/staff safe
53 *Data Processing Services*	*Central Office Use Only*
61 **Community Services**	Use for Parenting Events, Facility Usage, Community Services, Expenditures Other Than Regular Public Education
71 **Debt Services**	Central Office Use Only
81 **Facilities Acquisition & Construction**	Central Office Use Only
95 **Payment/Juvenile Justice Alternative Ed Program**	Central Office Use Only
99 **Other Intergovernmental Charges**	Central Office Use Only

FUNCTION

6100's PAYROLL COSTS
6112 – Non-Staff Development Subs (Professional)
6116 – Staff Development Subs – Professional
6117 – Supplemental Pay – Professional
6118 – Supplemental Pay – Professional
6119 – Professional Position Salary
6121 – OT/Supplemental Pay Support/Auxiliary
6122 – Secretary/Aides Subs
6125 – Temporary Auxiliary Support
6129 – Auxiliary/Support Position Salary
6134 – Car Stipend – Travel
3135 – Cell Phone Stipend
6139 – Employee Allowances
6141 – Social Security
6142 – Health/Life/Dental
6143 – Workers Compensation
6144 – TRS Care-On-Behalf Payments
6145 – Unemployment Compensation
6146 – Teacher Retirement
6148 – Cash in Lieu
6149 – Employee Benefits

6200's PROFESSIONAL & CONTRACTED SERVICES
6211 – Legal Services
6212 – Audit Services
6213 – Tax Appraisal & Collection
6214 – Lobbying **Must Use for Lobbying % of Memberships**
6219 – **Professional Service**
6221 – Staff Tuition Higher Education
6222 – Student Tuition – Public Schools
6223 – Student Tuition – Non-Public Schools
6229 – Tuition & Transfer Payments
6239 – Education Service Center Services
6249 – Contracted Maintenance, Repair, Installation (upgrades)
6243 – Cell Phone/Air Cards/Hot Spots
6253 – Cel Phone
6254 – Cable
6255 – Water
6256 – Telephone
6257 – Electricity
6258 – Gas
6259 – Utilities
6264 – Copier Service **Central Office Use ONLY**
6269 – Rentals & Operating Leases
6291 – Consulting Services ***Rarely Used see Box #1***
6299 – Miscellaneous Services ***Commonly Used see Box #2***

6300's SUPPLIES & MATERIALS
6311 – Vehicle Fuel
6315 – Custodial Supplies
6316 – Building /Grounds Materials
6319 – Other Parts
6321 – Textbooks
6329 – Reading Materials (Audiobooks, E-Books, Dictionaries)
6339 – Testing Materials
6341 – Food (Fund 240 & 242 ONLY)
6342 – Non-Food Supplies (Fund 240 & 242 ONLY)
6343 – Items for Resale
6344 – USDA Donated Commodities (Fund 240)
6349 – Sm Equip/Kitchen Ware (Fund 240 & 242)
6393 – Furniture Non-Controlled Items
6394 – Technology Supplies
6395 – Controlled Items (Non-Tech)
6396 – Software License (Apple,iPad/iPod Apps)
6397 – In District Printing (KISD Print Shop)
6398 – Controlled Items (Technology)
6399 – Supplies (File Cabinets)

6400's OTHER OPERATING COSTS
6411 – Employee Travel (including ONLINE Registrations)
6412 – Student Travel (including ONLINE Registrations/NOT including School Buses)
6413 – Stipends non-employee
6419 – Travel & Subsistence Non-Employee
6429 – Bonding & Insurance Costs
6439 – Election Costs
6449 – Depreciation Expense (Central Office Use Only)
6491 – Statutorily Required Public Notices
6494 – Yellow School Bus/Field Trips (Students ONLY)
6495 – Membership Fees & Dues (must provide Start & End Dates)
6496 – Advertising
6498 – Awards
6499 – Miscellaneous Expense – (Food, Fees, Licenses, Sams Club Membership, Royalty Fees)

6500's DEBT SERVICES (Central Office Use Only)
6511 – Bond Principal
6512 – Capital Lease Principal
6513 – Long Term Debt Principal
6514 – SB ITA – Principal
6519 – Debt Principal
6521 – Interest on Bonds
6522 – Capital Lease Interest
6523 – Interest on Debt
6524 – Amortization of Bond & Other Debt Costs
6526 – SB ITA - Interest
6529 – Interest Expenditures
6599 – Other Debt Service Fees

6600's CAPITAL OUTLAY
6619 – Land Purchase
6629 – Purch/Const/Improve/General Contractor
6631 – Vehicles $5,000 or More
6636 – Software $5,000 or More
6638 – Technology $5,000 or More
6639 – Furn/Equip $5,000 or More
6649 – Capital Assets Locally Defined
6659 – Capital Lease
6669 – Items Cataloged in Library

6900's CONSTRUCTIONI IN PROGRESS
6998 – Holding Account for Construction
6999 – Construction in Progress

OBJECT

6219 – Should only be used for Professional Services as defined by TX Government Code. These professionals are required to be licensed by or registered with the state:

- ✓ Architecture
- ✓ Optometry
- ✓ Landscape Architecture
- ✓ Land Surveying
- ✓ Professional Engineering
- ✓ Real Estate Appraising
- ✓ Medicine
- ✓ Professional Nursing
- ✓ Accounting (non-Audit)

Campuses as well as most departments **RARELY** use a consultant as defined by TEA. A true consultant performs research and analysis on a specific issue or problem found within KISD – the district as a whole, a specific department to a campus – on his/her own or with a team. The consultant will present the results of the research and analysis as well as any suggestions for improvement to administration, but not the District, Campus, Grade, Department as a Whole. **Box #1**

6299 – If you are paying someone to present information during an organized activity (Professional Development Training, Instructional Presentation for the Students, Grade-Level Meetings, etc.) **You are paying for a Miscellaneous Services. Box #2**

Sub - Objects

These are the most frequently used, but this is not a complete list.

(See the current Budget Reference Manual for a more complete listing.)

Generic	**00**
Central Org	**CN**
Band-Varsity	BV
Campus Allocations	**CA**
Choir Beginning	CB
Choir Chamber	CC
Cheerleading	CH
Choir Varsity	CV
District Allocation	**DA**
Dual Credit	DC
Deaf Ed	DF
Drill Team	DT
Elementary Curriculum	EC
Elementary	EL
ELL Summer Program	ES
Fine Arts	**FA**
Grade 1	G1
Grade 2	G2
Grade 3	G3
Grade 4	G4
Grade 5	G5
Grade Kindergarten	GK
Grade Pre-K	GP
Gifted & Talented	GT
Government Travel	GV
Homebound	HB
Hazardous Waste	HC
Hardware Maintenance	HM
Homeless	HO
High School	HS
LEP	LE
Maintenance Allocations	MA
Math Coach	MC
Music	MU
Online Services/Subscriptions	**OL**
Professional Development	PD
Pre-K	PK
Professional Learning/Plug	PL
Prior Year	PY
Safety Allocations	SA
Strings Beginning	SB
State Deaf Schools	SD
Science Labs	SL
Software Maintenance	**SM**
Strings Varsity	SV
Technology Allocations	TA
Transportation Charter Buses	**TR**
Teacher Training Reimbursement	TT

SUB-OBJECT

Organizations

HIGH SCHOOLS
001 – Killeen HS
002 – Ellison HS
003 – KISD Career Center
004 – Gateway HS
006 – Pathways
007 – Harker Heights HS
008 – Shoemaker HS
013 – Early College HS
015 – Chaparral HS
021 – Woods Psychiatric
022 – Advent Health
023 – Cedar Crest
034 – Beyond District Travel

MIDDLE SCHOOLS
009 – Gateway MS
043 – Rancier MS
044 – Manor MS
046 – Eastern Hills MS
048 – Palo Alto MS
049 – Liberty Hill M
050 – Live Oak Ridge MS
051 – Union Grove MS
052 – Audie Murphy MS
053 – Patterson MS
054 – Roy J. Smith MS
055 – Nolan MS
056 – Dr. Jimmy Don Aycock MS

ELEMENTARY SCHOOLS
100 – Elementary Alternative Center
105 – Harker Heights ES
108 – Meadows ES
109 – Peebles ES
115 – Nolanville ES
116 – Clarke ES
119 – Hay Branch ES
120 – Willow Springs ES
121 – Mountain View ES
122 – Reeces Creek ES
123 – Clear Creek ES
124 – Cedar Valley ES
125 – Brookhaven ES
126 – Venable Village ES
127 – Trimmier ES
128 – Montague Village ES
129 – Maxdale ES
130 – Ira Cross ES
131 – Iduma ES
132 – Oveta Culp Hobby ES
133 – Timber Ridge ES
135 – Saegert ES
136 – Skipcha ES
137 – Cavazos ES
138 – Haynes ES
139 – Dr. Joseph A Fowler ES
140 – Alice W. Douse ES
141 – Maude Moore Wood ES
142 – Pershing Park ES
143 – Killeen ES
144 –Clifton Park ES
145 – Pat Carney ES
146 – Atchison
147 – Whitis/Turnbo
196 – St. Joseph's ES
197 – Memorial Christian Academy
200 – Grace Lutheran
201 – Seventh Day Adventist
207 – Lighthouse Christian Academy
209 – Excellent Covenant Christian Academy
210 – Monarch Academy
211 – New Life Academy
212 – Killeen Adventist Junior Academy

SPECIAL
699 – Summer Learning

ADMINISTRATIVE
701 – Superintendent
702 – Board of Trustees
703 – Tax Costs
704 – PEIMS Department
721 – Recruiting & Retention
723 – Strategic Initiatives & Accountability
724 – Data & Information Services
725 – Network Operations
726 – Technology Services
727 – Deputy Superintendent for Operations
728 – Desk Top Operations
729 – Business & Financial Support Services
730 – Budgetary Services
731 – Accounts Payable
734 – Human Resources Operations
736 – Communication Services
737 – Network Communications
738 – Financial Reporting
739 – Admin Complex
740 – Purchasing
741 – Property Management
742 – Risk Management
744 – Auxiliary Human Resources
745 – Accounting
746 – Payroll
747 – Treasury
748 – Employee Benefits
749 – Financial Services
750 – District Wide (func 41)
802 – Old Clifton Park Building
811 – Old Sugarloaf Building
813 – Old Bellaire Building
817 – Old Duncan Building
842 – Franklin & Emily Pratt Learning & Leadership Center
844 – Deaf Ed
850 – STEM Department
853 – College, Career, Military Readiness
866 – Transportation
872 – Health Services
873 – Attendance
874 – Athletics Department Office (not at campuses)
875 – Special Education/Specialized Learning
876 – Hood Stadium
888 - Control Account
891 – Title I (Fund 211)
892 – Comp Ed (Fund 166)
893 – Multilingual Services

901 – Buckley Stadium
902 – Natatorium
903 – Athletic Warehouse
905 – Teleperformance
906 – Gateway Complex
910 – KLSS
911 – KLSS Athletic Field
914 – JPLC
915 – Joseph L. Searles III Stadium
916 – Technology Center/Beeline
917 – Channel 17
920 – Print Shop
923 – Education Foundation
926 – Telecommunications (non func 53)
930 – Administrative Services
931 – Investigations & School Safety
932 – Media Center
933 – KISD Police
934 – Human Resources (non 41)
935 – Custodial Services
936 – Facilities Services
937 – Distribution Center
938 – School Nutrition
939 – Admin Complex (non 41)
940 – Mail Room
941 – Exec. Dir. Student Services
942 – Curriculum & Instruction
943 –Deputy Superintendent of Learning Services
948 – Federal and State Programs
949 – Advanced Programs
950 – Curriculum & Instruction ES
952 – Student Hearings
953 – Assessment & Accountability
956 – Guidance & Counseling
957 – Fine Arts
958 – Casualty Insurance
959 – Ticket Sales/Cash Receipts
960 – Curriculum & Instruction Secondary Schools
961 – Audio Visual Services
962 – Parenting/Community
963 – Student/District/Parent Relations
970 – School Nutrition Catering
990 – Summer Enrollment Center
995 – JJAEP
998 – District Wide Undistributed
999 – District Wide Distributed

Program Intent Codes

11 – Instructional *(all codes with function 11 and funds 131, 164, 199, 255, 410, 446)*

21 – Gifted and Talented (all codes in fund 177)

22 – Career & Technology *(all codes in funds 163 & 244)*

23 – Special Education *(all codes in funds 161, 162, 224, 225, 226, 227, 228, 386)*

24 – Compensatory Education—At Risk *(some codes in funds 166, 206, 211)*

25 – Bilingual/ESL *(all codes in funds 165 and 263)*

26 – Non-Disciplinary Alternative Education Program *(fund 166, org 006)*

28 – Disciplinary Alternative Education – Basic Services *(Fund 166, Orgs 004, 009, 025, 100)*

29 – Disciplinary Alternative Education Comp Ed Supplemental Cost *(Fund 166 Orgs 004, 009)*

30 – Title 1, Part A, School Wide (including Comp Ed At-Risk Grants for Title I Part A School wide campuses in fund 166)

32 – Pre-Kindergarten**,** Non-Special Ed, Non-Comp Ed, Non-Bilingual

33 – Pre-Kindergarten, Special Ed

34 – Pre-Kindergarten, Compensatory Ed

35 – Pre-Kindergarten, Bilingual

36 – Early Education Allotment

37 – Dyslexia

38 – College, Career, and Military Readiness

91 – Athletics *(all fund 178)*

99 – Undistributed

Local

In budget code structure, the last 5 characters are xxyyy. The items below pertain to the last 3-yyy. Those shown are commonly used by Campuses & Special Programs other than Athletics. There are MANY more Local codes than those shown below.

000 – Generic/No Special Meaning	CAM – Cameras or Campus	PC0 – Pest Control
00B – Band	CB0 – College Board	OFQ – Office Equipment
00C – Choir	CH0 – Cheerleading	PAR – Parenting
00D – Drill Team	CIS – Communities in Schools	PB0 – Portable Buildings
00G – Color Guard	CN0 – College Night	PC0 – Pest Control
00P – Piano Tuning/Pandemonium	CT0 - Campus Tech	PL0 – Principal
00S – Strings	DA0 – Duty Assignment Travel	PLG – Plug/Holding Account
120 – Postage	DG0 – District Growth	PLQ – Playground Equipment
130 – Mileage Reimbursement Non-Prof Leave	DN0 – Detention	PRD – Professional Development
	DY0 - Dyslexia	PRM – Prom
13T – Dual Campus Mileage	EQB – Band Equipment Repair	RDG – Read to Succeed
220 – Varsity Football/Marketing	EQS – Strings Equipment Repair	RDG – Reading
230 – Boys Basketball/Graphic Arts	ES0 – ELL Grant	RDG – Read About
240 – Baseball/Office Admin Coop	EV0 – Elevator	RGE – Registration-Elementary
250 – Boys Track/Business Technology	FAC – Facilities Usage	RGS – Registration-Secondary REC – Recovery
260 – Power Lifting	FB0 – Flex Gain	REF – Reference Materials
270 – Tennis	FCR – Furniture/Copier Replace	RT0 – ROTC
280 – Volleyball/Masonry	FEQ – Furniture & Equipment	RY0 – Recycling
290 – Golf/Industrial Technology	GF0 – Gift	SA0 – Student Activities
330 – Girls Basketball	HVU – Hire Vue	SBD – Subsidy, Dance
340 – Girls Track	ID0 – Identification Cards	SBG – Subsidy, Guard
350 – Boys Wrestling	IMA – Imaging	SC0 – Student Council
360 – Girls Wrestling	IMA – Instructional Materials	SCH – Subsidy, Cheer
440 – Boys Soccer	INC – Increase	SCI – Science Olympiad
450 – Swimming	IND – Indirect Costs	SCI – Science
460 – Girls Soccer	IPD – iPod/iPad	SIP – School Improvement
480 – Boys Cross Country	IS0 – Instructional Specialist	ST0 – Safety/Safety Grant
520 – Athletic Trainer	JFR – Job Fair	TRA – Charter Bus, Art
540 – Girls Cross Country	JHS – Junior Honor Society	TRB – Charter Bus, Band
550 – Girls Softball	JOU – Journalism	TRC – Charter Bus, Choir
600 – Off post Crossing Guards	KFA – Knights First Act	TRD – Charter Bus, Drill
620 – On Post Crossing Guards	LD0 – Long Distance	TRG – Charter Bus, Guard
AA0 – Academic Awards	LIT – Literacy	TRH – Charter Bus, Cheer
ADJ – Adjustment	MAS – Mass Notification System	TRP – Charter Bus, Steel Drum
AEP – AEP (for 045 & 052 only)	MCT – Math Center	TRS – Charter Bus, Strings
AP0 – Assistant Principal	MKI – Mentor Stipend	TRT – Charter Bus, Theater
APT – AP Testing	NAT - Natatorium	TSC – Test Scoring
AR0 – At-Risk	NET – Networking	UNF – Uniforms
ART – Art	OB0 – Obsolete Inventory	UNG – Uniforms, Guard
ATM – Telephone Maintenance	OFQ – Office Equipment	VAC – SpEd Student Worker
AUX – Auxiliary	PAR - Parenting	VAC – Vacancy
AVD - AVID	PB0 – Portable Buildings	
BD0 – Beyond District		
BI0 – Bilingual		
BLU – Texas Bluebonnet Reading		

Capital Outlay*	Controlled Items**	Supplies	Furniture	Band Instruments
UNIT COST of $5,000+	UNIT COST $1,000 - $4,999 or as shown below	UNIT COST under $1,000	UNIT COST under $1,000	Most Instruments go to 6395
Vehicles = 6631	Technology = 6398	Technology = 6394	Object = 6393	Object = 6395
Software = 6636	Non-Technology = 6395	Non-Technology = 6399		
Tech = 6638				
Other = 6639				

TECHNOLOGY VS NON-TECHNOLOGY

**** CONTROLLED ITEMS IF UNIT COST IS UNDER $1,000 ****

CPUs/Computers/ Laptops/Tablet PC	6398	Interactive Boards	6398
Cricut – Connected to computer	6398	iPads	6398
Data & Video Projectors	6398	Most Instruments	6395
Digital Camera/Camcorder	6398	Printers – ALL (Exception – DYMO Label Maker)	6398
E – Readers	6398	Drones	6398

Examples of Technology Supplies vs. Non-Technology Supplies

Tech Supplies (6394)
Unit cost under $1,000 each ONLY

Computer Batteries
Copper GBIC
Digital Cameras
Document Cameras
External Drives
iPods/Digital Music Players
Laptop Docking Station
Port Replicators
Charging Stations
Memory and Memory upgrades
Microscopes/Probes (Computer –Based)
Monitors
Digital Learning Resources (i.e, Osmo, Tiggly, Sphero, Ozobot, Makey Makey, Bloxels, etc)
Port Replicator
Printer Sheet/Stacker/Stapler Promethean
Controllers/Wands Router
Scanners
Security Cameras – Updated 11/29/23
Webcams

Additional Information

Protection Plan purchased by itself is 6249-HM, if purchased
 with tech item 6398
Software renewal – 6249-SM
Online Services – 6299-OL
Education Service Center Online Services – 6239-OL if paying directly to ESC

Items using object codes 6394, 6398, 6636, or 6638 must be approved in Frontline ERP by the Exec. Director for Technology and the Purchasing Technology Procurement Specialist. Items using object codes 6395, 6399, 6631, 6639 are not approved in Frontline ERP by these individuals.

Non-Tech Supplies (6399)
Unit cost under $1,000 each ONLY

35mm Cameras; 35mm Flash; 35mm Lens
Appliances (Microwaves, Refrigerators, etc.)
Dymo Printers
Bluetooth PA System
Buffers (6315 for Custodial use)
Calculators
Cell
Computer Accessories
Phones/Accessories
Computer/Tablet Accessories
Digital & IP
Digital & Video Camera Cases
Digital Media (Digital Video Tapes, CD's and DVD's)
DVD/VCR Combo
Fax machines
Gaming Systems (i.e., Wii,etc)
Handheld Two-Way Radios (Walkie-Talkies)
Headphones (to include computer headphones)
Keyboards and Mice
Adapters
Laptop Carrying Case & Backpacks
Lawn Care Equipment
Power tools
Printer supplies
Projector replacement bulbs
Student Uniforms
Surge protectors
Televisions
TI Inspire 30 User Navigator

Budget Codes with function – Frequently Used

Campus

Item	Function		Object Code
Student Code of Conduct (SCOC)	11		6399
Perm Records	23 – ES	31-MS	6399
Parent Teacher Conference	11		6399
Passes	23		6399
Promotion/Retention	11		6399
Tardy Slips	23		6399
Discipline Forms	23		6399
RTi Forms	23		6399
Shared Reading	11		6329
Guided Reading	11		6329
LLI Kits	11		6399
STAAR Snacks	31		6499
Privacy Screens	11		6399
Power Hour supplies under $1000	11		6399
Campus Probation	23		6399
Awards – following Admin Procedure VI-JJJ	Depends on Population Served		6498
Piano Tuning	11		6249
Goode towing of trailers	36		6299
Penske Truck	36		6269

All District

Item	Function	Object Code	
Rentals	Depends on use	6269	
Uniform Cleaning	Depends on use	6299	
E-Books – Downloaded	Depends on Population Served	6329	
E-Books – Accessed each time online	Depends on Population Served	Object 6299	Sub Object OL
Registrations – PD	Depends on Position	6411	
Online Registrations – PD	Depends on Position	6411	
Personalization (item purchased and different vendor providing service of personalization)	Depends on Position	6299	
Employee Membership	Depends on Position	6495	
Lobby Fees associated with Membership	Follows Membership Function	6214	
Docking Stations/Charging Station	Depends on Position	6394	
Adapters for computers	Depends on Position	6399	

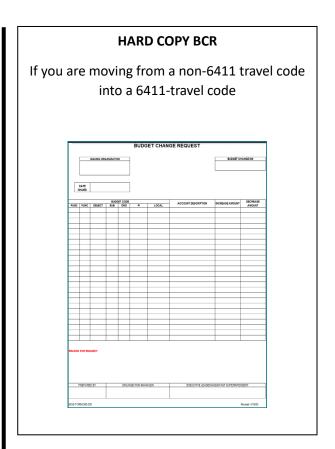# Budget Owner/BCR Approvals

Campus Fine Arts Owner Examples

Organization Number	Budget Owners
Campus Organization Number (Band)	Band-HS Band-MS EqRprBand SubsidBand UnifBand
Campus Organization Number (Strings)	Strings-HS Strings-MS UnifString
Campus Organization Number (Choir)	Choir-HS Choir-MS UnifChoir
Campus Organization Number (Cheer)	Cheer-HS SubsidCher UnifCheer
Campus Organization Number (Guard)	Guard-HS SubsidGuard
Campus Organization Number (Dance)	SubsidDance UnifDance
Campus Organization Number (Art)	Art-HS
Campus Organization Number	FA_Epuip Fine Arts Equipment

Reminders for Budget Owners

Funds can only be moved within the same Fund and Budget Owner.

Example:

Org 001 cannot move from Owner 001 into Owner Band-HS in fund 199.

HARD COPY BCR

If you are moving from a non-6411 travel code into a 6411-travel code

BCR Reminders

1. Attach your Quote or Exception to your BCR for approval.
2. Only move within the same Budget Owner.
3. Check Status of your BCR in FERP
4. Multiple lines can be entered on a BCR