Hays CISD - Commonly Used Codes

Account Code Structure: FND - FC - OBJT - SO - ORG - PG - R - PJ

Fund

181	Athletics
199	General Operating
211	Title I
255	Title II
263	Title III
481	Education Foundation
866	Student Activity

Function

11	Instruction
12	Library / Instructional Resources & Media Svc
13	Staff Development / Curriculum & Instruction
21	Instructional Leadership (Secondary only)
23	Campus Leadership (Admin & Office Staff)
31	Counseling Services
33	Health Services (Nurse's Office)
36	Extracurricular Activities (Athletics, UIL, etc)
51	Maintenance & Operations / Custodians
52	Security & Monitoring (SRO, LRM, X-ing Guard)
61	Community Services / Parent Involvement

Object

6100	**Payroll Costs**
6112	Substitutes for Teachers & Professionals
6117	Pay for tutors & temp employees
6118	Stipends
6119	Teacher and Professional Personnel Salary
6121	Extra Duty Pay, Support Personnel
6122	Substitutes, Support Personnel
6125	Hourly Pay
6141	Medicare
6142	Group Health Insurance
6143	Workers Compensation
6146	Teacher Retirement/TRS Care

Object (cont.)

6200	**Professional & Contracted Services**
6239	Education Service Center Svcs, i.e. Prof. Develop
6241	Software Maintenance & Support
6249	Contracted Maintenance & Repairs
6267*	Facility Rental (outside district locations)
6269	Rentals - Operating Lease (Equipment, etc.)
6295	Contracted Services
6296	Athletic Referees / Officials
6297	Athletic Security & Non-Employee Workers
6299	Printing Services
6300	**Supplies & Materials**
6311	Gasoline & Fuels for District Vehicles, Golf carts
6319	Custodial Supplies & Materials
6325	Magazines & Subscriptions; i.e. Weekly Readers
6329	Other Reading Material
6339	Testing Supplies
6391	Uniforms
6394	Fixed Assets Less than $5,000
6395	Postage
6397	Software with Sub-object TE
6398*	Food for TEKS / Instruction (Function 11 only)
6399	General Supplies
6400	**Other Operating Costs & Travel**
6411	Employee Travel - Out of District
6412	Student Travel
6417	Employee Travel - Local Travel within 50 mi radius
6419	Travel, Non-Employee (parents, board, etc.)
6494	Travel-District Buses (field trips, etc)
6495	Dues (professional organizations, clubs, etc.)
6496	Advertising
6497	Awards
6498*	Food or Refreshments for Meetings
6499	Other Operating Costs & Fees
6600	**Capital Outlay and Equipment**
6639	Furniture & equipment, Unit Cost >$5,000

Sub-Object

00	General
01	First Grade
02	Second Grade
03	Third Grade
04	Fourth Grade
05	Fifth Grade
09	Kindergarten
10	JROTC
11	Language Arts
12	Speech
13	Journalism
14	Music
15	Drama
16	Foreign Language
18	Social Study
19	Mathematics
21	Science
22	Art
23	Physical Education
24	Health
28	UIL/After School
29	Reading
2S	Copier-Campus Funded
33	Theatre
34	Band
35	Dance Team
36	Cheerleaders
55	Choir
76	STAAR
80	Field Trips
AP	Advanced Placement
AT	Perfect Attendance/Honor Roll
C4	Campus Funds (Tutors, Stipends)
CM	Communities in Schools
DX	Dyslexia
FC	9TH GRADE/FISH CAMP

Sub-Object (cont.)

LP	Literacy Program
MA	Mariachi
NK	Ink Cartridge/Toner
OP	Paper
PK	Pre-Kindergarten
QC	Quick Copies
SE	Special Education
SN	Sign Language Interpreting
TC	Campus Technology Supplies
TE	Technology

Program Intent

11	Instructional
21	Gifted & Talented
22	Career & Technology
23	Services to Students w/ Disabilities (Sp Ed)
24	Accelerated Instruction (State Comp Ed)
25	Bilingual and Special Language Programs
30	Schoolwide Comp Ed
31	High School Allotment
32	Pre-Kindergarten
91	Athletics
99	Miscellaneous, not specific to one program

Project

AT	Athletics
CT	CTE
CU	Custodial
FA	Fine Arts
PY	Play-offs
QC	Quick Copies

The complete TEA Financial Accounting Resource Guide can be found on the TEA website

* NEW OR UPDATED ACCOUNTS

Revised: 7/2019

** Please call the Finance Office for assistance with account code questions.