JCPS School Activity Fund Chart of Account Framework

		Range,	
Account Name	Account Number	if applicable	Purpose
STUDENT GENERAL			These funds are used for the benefit of the entire student body. Bank charges
	1000	1199	should be recorded into this account along with interest earnings.
PARKING	1001		Should be zeroed out each month and funds moved to Fund 22
AP			Advanced Placement testing fees and expenses; send to Fund 22 monthly as these
	1003		are instructional fees required for the course and should not remain in the SAF
			International Baccalaureate participation fees and expenses; send to Fund 22
IB			monthly as these are instructional fees required for the course and should not
	1004		remain in the SAF
SCHOLARSHIPS	1005		Should be zeroed out each month and funds moved to Fund 22
			Includes income and expenses associated with bookfair, fees and restitution
			refunds for lost/found library books. School Librarian is typically the sponsor.
LIBRARY			Should be zeroed out monthly; however, the district allows 100.00 for elementary,
			200.00 for middle school and 300.00 for high school to process refunds if lost
	1006		library books are returned.
LOST TEXTBOOKS			Fees and restitution refunds for lost/found classroom textbooks. Should be zeroed out monthy; however, the district allows 100.00 for elementary, 200.00 for
			middle school and 300.00 for high school to process refunds if lost text book is
	1007		returned.
	2007		Fees and restitution refunds for lost/found library books. Should be zeroed out
			monthy; however, the district allows 100.00 for elementary, 200.00 for middle
LOST LIBRARY BOOKS			school and 300.00 for high school to process refunds if lost library book is
	1008		returned.
STUDENT ACTIVITY	1010		These funds are used for the benefit of the entire student body.
			Holds District allocation of fee waiver students to support participation in
AT RISK			activities. According to JCBOE policy, no student shall be excluded from school
71 HOR			activities due to lack of financial resources. Should be zeroed out at fiscal year-
	1100		end; balance is transferred to Student General.

JCPS School Activity Fund Chart of Account Framework

Account Name Account Number if applicable Purpose REGISTRATION FEES Should be zeroed out each month and funds moved to Fund 22; School can choose to run money through as many or as few accounts as deemed necessary. REGISTRATION FEES - K REGISTRATION FEES - 1ST REGISTRATION FEES - 2ND 1203 Optional - Suggested to set up as a sub account Optional - Suggested to set up as a sub account Optional - Suggested to set up as a sub account	
1200 1299 to run money through as many or as few accounts as deemed necessary. REGISTRATION FEES - K REGISTRATION FEES - 1ST 1202 Optional - Suggested to set up as a sub account Optional - Suggested to set up as a sub account	it Name
REGISTRATION FEES - K 1201 Optional - Suggested to set up as a sub account REGISTRATION FEES - 1ST 1202 Optional - Suggested to set up as a sub account	RATION FEES
REGISTRATION FEES - 1ST 1202 Optional - Suggested to set up as a sub account	RATION FEES - K
REGISTRATION FEES - 2ND 1203 Optional - Suggested to set up as a sub account	RATION FEES - 1ST
	RATION FEES - 2ND
REGISTRATION FEES - 3RD 1204 Optional - Suggested to set up as a sub account	RATION FEES - 3RD
REGISTRATION FEES - 4TH 1205 Optional - Suggested to set up as a sub account	RATION FEES - 4TH
REGISTRATION FEES - 5TH 1206 Optional - Suggested to set up as a sub account	RATION FEES - 5TH
CERTIFICATE OF DEPOSIT CDs are presented in EPES as a negagive balance. Interest can be rolled into the CD or recorded into the Student General account.	ICATE OF DEPOSIT
CHANGE FUND Only one change activity account fund should be utilized; sub accounts can be used for library; bookstore; athletics etcs.	E FUND
CLASSROOM/FUNDRAISERS/FIELD TRIPS Classroom oriented collections and related expenses; including field trips;	ROOM/FUNDRAISERS/FIFUD TRIPS
1600 1999 fundraisers and Class of XXXX etc.)	IOONITI ONDINAISERS/TIEED TRII 3
SCHOOL WIDE FUNDRAISERS 1651 Collections and expenses related to schoolwide fundraisers	L WIDE FUNDRAISERS
SERVICE PROJECT FUNDRAISERS 1652 Collections and expenses related to student service projects Fees and expenses related to regional performances for activities outside of	E PROJECT FUNDRAISERS
BAND - Classroom instructional time; all fees collected for instructional activities are to be moved to	Classroom
1700 Fund 22 within 30 days of receipt.	
Fees and expenses related to regional performances for activities outside of	
ORCHESTRA - Classroom instructional time; all fees collected for instructional activities are to be moved to	STRA - Classroom
1705 Fund 22 within 30 days of receipt. Fees and expenses related to regional performances for activities outside of	
CHOIR - Classroom instructional time; all fees collected for instructional activities are to be moved to	Classycam
1710 Fund 22 within 30 days of receipt.	- Classroom
·	
ADULT GENERAL This account is for money earned via the adult Pepsi/Snack Machine or donations 2000 2000 specifically for adults.	GENERAL
This account is optional, but can be used to collect funds for bereavement;	
ADULT HOSPITALITY 2001 2001 baby/wedding showers etc.	HOSPITALITY

JCPS School Activity Fund Chart of Account Framework

		Range,		
Account Name	Account Number	if applicable	Purpose	
			These accounts are typically sponsored by the athletic director and used for	
ATHLETICS			extracurricular sports teams. School can choose to run m	noney through as many or
	3000	3799	as few accounts as deemed necessary.	
			Account Name	Account Number
BOOKSTORE/SPIRIT WEAR	3001		SPORTS: LACROSSE	3055
CONCESSIONS	3002		SPORTS: LACROSSE-BOYS	3056
ATHLETICS - TICKET SALES	3003		SPORTS: LACROSSE-GIRLS	3057
ATHLETICS - TOURNAMENTS	3004		SPORTS: SOCCER - BOYS	3060
SPORTS: ARCHERY	3005		SPORTS: SOCCER - GIRLS	3061
SPORTS: BASEBALL	3010		SPORTS: SOCCER	3062
SPORTS: BOWLING	3015		SPORTS: SOFTBALL	3065
SPORTS: BASKETBALL	3020		SPORTS: STEP TEAM	3070
SPORTS: BASKETBALL - BOYS	3021		SPORTS: SWIMMING	3080
SPORTS: BASKETBALL - GIRLS	3022		SPORTS: SPECIAL OLYMPICS	3085
SPORTS: CHEERLEADING	3025		SPORTS: TENNIS - BOYS	3090
SPORTS: CROSS COUNTRY	3030		SPORTS: TENNIS - GIRLS	3091
SPORTS: CROSS COUNTRY - BOYS	3031		SPORTS: TENNIS	3092
SPORTS: CROSS COUNTRY - GIRLS	3032		SPORTS: TRACK	3095
SPORTS: DANCE TEAM	3035		SPORTS: TRACK - BOYS	3096
SPORTS: ESPORTS	3037		SPORTS: TRACK - GIRLS	3097
SPORTS: FIELD HOCKEY	3040		SPORTS: VOLLEYBALL	3100
SPORTS: FOOTBALL	3045		SPORTS: WRESTLING - BOYS	3105
SPORTS: FLAG FOOTBALL	3046		SPORTS: WRESTLING - GIRLS	3106
SPORTS: GOLF-BOYS	3050		ATHLETICS - MS	3110
SPORTS: GOLF-GIRLS	3051		ATHLETICS - TRAINER	3115
SPORTS: GOLF	3052		ATHLETICS - SR AWARDS	3120

JCPS School Activity Fund Chart of Account Framework

Account Name	Account Number	Range,	Purpose	
DISTRICT-WIDE MIDDLE SCHOOL SPORTS	3800	3999	These accounts are for the portion of the middle school sports program that is attributed to multiple schools and will be shared with participating schools.	
			Account Name	Account Number
DWMS: BASEBALL	3810		DWMS: GOLF	3850
DWMS: BASKETBALL	3820		DWMS: SOCCER	3860
DWMS: FOOTBALL	3845		DWMS: SOFTBALL	3865
DWMS: FIELD HOCKEY	3840		DWMS: VOLLEYBALL	3900
			These accounts are typically sponsored by the volunteers or school staff and us	
EXTRACURRICULAR			for extracurricular activities. School can choose to run money through as m	
	4000	4499	as few accounts as deemed necessary.	
			Account Name	Account Number
EC: ACADEMIC TEAM	4005		EC: GARDEN CLUB	4120
EC: ALL COUNTY BAND	4010		EC: GAY/STRAIGHT (LGBTQ) ALLIANCE	4125
EC: ALL COUNTY CHOIR	4015		EC: GUITAR	4130
EC: ART	4020		EC: HOSA	4135
EC: BAND	4025		EC: JR BETA CLUB	4140
EC: BETA	4030		EC: KEY CLUB	4145
EC: BLACK STUDENT UNION	4035		EC: KUNA	4150
EC: CHESS	4040		EC: MEN OF QUALITY	4155
EC: CHOIR/CHORUS	4045		EC: NHS	4160
EC: COMPUTER	4050		EC: NATIONAL ART HONORS	4165
EC: COOKING	4055		EC: PEP CLUB	4170
EC: DRAMA/THEATRE	4060		EC: QUICK RECALL	4175
EC: EDUCATORS	4065		EC: ROBOTICS CLUB	4180
EC: ENGINEERING	4070		EC: ROTC	4185
EC: ENRICHMENT	4075		EC: STEM	4190
EC: ENTREPRENEURSHIP	4080		EC: STUDENT COUNCIL/GOVERNMENT	4195
EC: ENVIRONMENTAL CLUB	4085		EC: WRITERS	4205
EC: EQUESTRIAN	4090		EC: YEARBOOK	4210
EC: EXECUTIVE COUNCIL	4095		EC: YOUNG DEMOCRATS	4215
EC: FBLA	4100		EC: YOUNG REPUBLICANS	4220
EC: FBLA	4100		EC: YOUNG REPUBLICANS	4220

JCPS School Activity Fund Chart of Account Framework

		Range,		
Account Name	Account Number	if applicable		
			These accounts are typically sponsored by the volu	inteers or school staff and used
EXTRACURRICULAR (con't)			for extracurricular activities. School can choose to run money through as	
	4000	4499	as few accounts as deemed necessary.	
			Account Name	Account Number
EC: FCA	4105		EC: BLACK HISTORY PROGRAM	4225
EC: FUTURE PHYSICIANS	4110		EC: SCIENCE CLUB	4230
EC: FUTURE PROBLEM SOLVER	4115		EC: DEBATE/SPEECH	4235
EC LANG: FOREIGN LANGUAGE			These accounts are typically sponsored by the volutor for extracurricular language activities. School can describe the second of	
	4500	4599	many or as few accounts as deemed necessary.	, .
EC LANG: JAPANESE	4501			
EC LANG: FRENCH CLUB	4505			
EC LANG: GERMAN CLUB	4510			
EC LANG: LATIN CLUB	4515			
EC LANG: NATIONAL ENGLISH HONORS	4520			
EC LANG: NATIONAL FRENCH HONORS	4525			
EC LANG: NATIONAL HONOR SOCIETY	4530			
EC LANG: SIGN LANGUAGE CLUB	4535			
EC LANG: SPANISH CLUB	4540			