Deposit Guidelines

100

100.0000.1311.???.090

Pre-Kindergarten Tuition

100.0000.9481.???.???

PreK tuition Collected for Next year

100.0000.1705.???.000

All Enrichment money collected

100.0000.1744.???.000

All Outdoor School money collected goes into 299.0000.1744.???.000

100.0000.1742.???.000

MS Activity/Athletic Fees

100.0000.1741.???.000

HS Activity/Athletic Fees

100.0000.1700.???.000

Drama gate Receipts

100.0000.1710.???.000

Athletic Gate Reciepts

100.0000.1707.000.000

Field Trips

209

Donations ONLY

receiving a donation **209.0000.1991.???.???**

Activity/Athletic Fees:

This money should be deposited into your district account. If you deposit into ASB first, then two weeks after the season has started please get deposit to district.

Drama & Athletic Gate Receipts:

This money should be deposited into your district account. If you deposit into ASB first, then as soon as function is over, please get deposit to district.

100.0000.1990.???.000 Student nav

Misc. Revenue

Any deposit that does not fit in other revenue accounts

Expenditure Accounts:

Student payments for lost books, spirals, planners, classroom supplies, etc. (enter account number supplies were purchased from)

ASB

Student Initiated Fundraisers, Club Fundraisers, Book Fair Money

recieving a donation from parent or business to pay for fun activity to be used within that fiscal year

collect money from students to pay for fun activities (spirit shirts, classroom parties, ect.)

collect money from students to pay for a non -curriculum field trip

(**optional** classroom event, i.e. pumpkin patch)

Collect money from students for a trip that might not take place within that fiscal year or not a required trip

(Washington D.C, Korea, Seattle, etc)