

## ► Summary of Chart of Accounts Changes for Fiscal Year 2019-2020

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The following material changes were made to the charter of accounts.

1. Dates, cover page, Financial Policies and Procedures (FPP) Advisory Committee page and Table of Contents page all updated. Adjustments were made to formatting and inconsequential edits to word choice.
2. All “arrows” indicating changes made for the FY 2018-2019 Chart of Accounts have been removed
3. FY 2019-2020 State and Federal Grant/Project Codes Updated
4. All new “arrows” indicate changes that are effective July 1, 2019 (i.e., Fiscal Year 2019-20)

Page 2. The list of funds is updated to include statutory changes and for completeness. Specifically, the full-day kindergarten fund is no longer used. Additionally, added the statutory reference to the “Total program reserve fund.”

Page 2. Completed and renumbered list of funds to match CCR. References to “agency fund” are removed and replaced with “custodial fund.”

Page 3. Added clarification to the “School Code” field. The school code is generally assigned by CDE for each school site. In some cases, school districts requested multiple school codes for a school site. These school codes, if requested, represent grade spans within the school site.

Page 5. Bolded “School Code” as a required element for expenditures. Additionally clarified that Location code is required for all districts.

Page 7. Clarifies that location codes for balance sheet accounts are required for charter schools.

Pages 9 and 10. Unbolded funds 18 and 19 to match formatting throughout the chart of accounts. These funds are optional; activity may be tracked in the general fund.

Page 10. Clarifies that balance sheet code 6724 (Colorado Preschool Program Reserve) is required in any fund used to track CPP activities if expenditures do not deplete CPP revenues plus beginning restricted fund balance.

Page 10. Clarifies that fund 20 is available as a special revenue fund and funds 26 through 29 roll into fund 20. All other funds listed in the special revenue section are isolated separately and do not roll into fund 20.

Page 10 and 13. Clarifies that either fund 06 or fund 46 is required if the district collects revenue by levying the Supplemental Capital Construction, Technology and Maintenance Fund mill.

Page 11. Added fund 07 (Total Program Reserve Fund).

Page 11. Unbolded funds 22 and 23 to match formatting throughout the chart of accounts. These funds are optional as the activity may be tracked in the general fund.

Page 11. Noted that fund 24 is no longer in use as of July 1, 2019. *See* HB19-1262.

Page 12. Unbolded funds 39 and 43 to match formatting throughout the charge of accounts. These funds are optional; activity may be tracked in other funds (e.g., the general fund).

Page 14. Unbolded internal services funds to match formatting throughout the chart of accounts. These funds are optional; activity may be tracked in the general fund.

Page 14. Updated language for fiduciary funds throughout the handbook and chart of accounts for proper coding for the implementation of GASB Statement No. 84. Districts are encouraged to review current fiduciary funds to ensure proper purpose and coding. Presumably, many existing pupil activity and scholarship funds would not have a separate trust document and would not meet the definition of custodial funds. The activity in these funds may be tracked in either the general fund or a special revenue fund.

Page 14. Removed references to “agency fund” and replaced with “custodial fund.”

Page 15. Reconciled the definition of fund 85, Foundations, to match regulations.

Page 105. Program code 9325, Full Day Kindergarten Reserve, is no longer in use as of July 1, 2019. *See* HB19-1262.

Page 105. Program code 9328, Total Program Reserve, added.

Page 110. Object Code 0280, On Behalf Payments, added

Page 134. Object code 3111, Hold Harmless Kindergarten, is no longer in use as of July 1, 2019. *See* HB19-1262.

Page 140. Balance sheet code 6725, Full Day Kindergarten Reserve, is no longer in use as of July 1, 2019. *See* HB19-1262.

Page 140. Balance sheet code 6728, Total Program Reserve, added.

Page 145. Job Classifications updated per the subcommittee recommendations (Spring 2019) with subsequent revisions, fall 2019:

100 Administrator. Adjusted the definition and added the language regarding CDE leadership licenses. Removed “supervisory” and specific job titles from the descriptions and captions.

Job Codes 107 and 108 removed. Please see modified definitions for Job Codes 103 and 104.

- 200 Professional-Instructional. Clarified these positions generally hold a CDE license, endorsement, and/or authorization.
- 300 Professional – Other. Adjusted the definition, including adding a distinction with administrators and ensuring managerial/supervisory experience is noted in this series.
- 336 Instructional Program Consultant/Coordinator/Supervisor, newly added code for FY19-20.
- 342 Specialized Professional Manager/Supervisor, added. The intent is to further clarify the difference between an administrator and a professional – other. Newly added code for FY19-20.
- 382-90 Computer technology. Future codes are being developed and input is appreciated.
- 400 Clarifies professional in the definition.
- ~~425 Temporary/Part-time Worker (as needed), added.~~ This code is invalid. Do not use.
- 426 Temporary/Part-time Worker (as needed), added. Newly added code for FY19-20.
- 500 Business/Office/Administrative Support. Adjusted the definition to ensure this series is distinguishable from the 300 job class series.
- 504 Added language for safety services dispatcher.
- 600 Begin identifying job classes that are outdated or recommending renaming, rewording and combining similar job classes.

Page 164. Optional Element, Fiscal Year, updated for the 2020s.

- 5. Appendix A was updated based on the changes above.
- 6. Removed Appendix C: Pupil Activity (Prior to GASB Statement #84). Retitled Appendix C.
- 7. Appendix K-2 updated for clarity. Appendix K-2 is for illustrative purposes only and does not direct or intend to provide legal guidance to and between a charter school and a district.
- 8. Appendix O renamed to preschool allocations. Removed duplicative references found in Appendix K-2.
- 9. Appendix Q updated to include electronic funds transfer emails.