



# Board of Education APPROVED Sub-Account and (Project) Codes

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**OKLAHOMA CITY PUBLIC SCHOOLS**  
School Activity Fund  
**Sub-Account (PROJECT) Codes - NUMERIC Order**

Sub Account (Project) #	Program Code	Special Notes	Description
<b>801</b>	900		General Activities
<b>802</b>	900		General - Special
<b>803</b>	900		<i>NOT Oklahoma City Board Approved for Use</i>
<b>804</b>	900		Student Supply Donation
<b>805</b>	900		Library Account
<b>806</b>	900	A	Adult Education - SDE Refund
<b>807</b>	900	A	Day Care/Latchkey Tuition - GENERAL FUND Refund
<b>808</b>	900	A	Preschool Tuition - GENERAL FUND Refund
<b>809</b>	900		Before/After School Academics
<b>810</b>	900		Student ID
<b>811</b>	900	A	Community Education Tuition - GENERAL FUND Refund
<b>812</b>	900		<i>NOT Oklahoma City Board Approved for Use</i>
<b>813</b>	900	A	Lost Student Technology – GENERAL FUND Refund
<b>814</b>	900	A	Lost Textbook Fees - GENERAL FUND Refund
<b>815</b>	900		Lost Library Books – Refund on Returns
<b>816</b>	900		Clinic
<b>817</b>	900		Gifts and Donations
<b>818</b>	900		Grants
<b>819</b>	900		Registrar
<b>820</b>	900		Homeless (Admin only)
<b>821</b>	800		Athletics - General
<b>822</b>	800		Athletics - Reserve
<b>823</b>	800		Basketball - Girls
<b>824</b>	800		Golf - Girls
<b>825</b>	800		Soccer - Girls
<b>826</b>	800		Softball - Girls
<b>827</b>	800		<i>NOT Oklahoma City Board Approved for Use</i>
<b>828</b>	800		Tennis - Girls
<b>829</b>	800		Track - Girls
<b>830</b>	800		Cross Country
<b>831</b>	800		Volleyball - Girls

<b>832</b>	800	Basketball - Boys
<b>833</b>	800	Baseball
<b>834</b>	800	Golf - Boys
<b>835</b>	800	Soccer - Boys
<b>836</b>	800	Rowing Team
<b>837</b>	800	<i>NOT Oklahoma City Board Approved for Use</i>
<b>838</b>	800	Tennis - Boys
<b>839</b>	800	Track - Boys
<b>840</b>	800	Cross Country - Boys
<b>841</b>	800	<i>NOT Oklahoma City Board Approved for Use</i>
<b>842</b>	800	Wrestling - Boys
<b>843</b>	800	Football - Boys
<b>844</b>	800	<i>NOT Oklahoma City Board Approved for Use</i>
<b>845</b>	800	<i>NOT Oklahoma City Board Approved for Use</i>
<b>846</b>	800	Aerobics/Physical Ed
<b>847</b>	800	<i>NOT Oklahoma City Board Approved for Use</i>
<b>848</b>	800	All City Athletic Conference
<b>849</b>	800	Athletic - Other
<b>850</b>	900	Finance Academy
<b>851</b>	900	BPA - Business Professionals of America
<b>852</b>	900	DECA - Distributive Education Clubs of America
<b>853</b>	900	<i>NOT Oklahoma City Board Approved for Use</i>
<b>854</b>	900	VICA - Vocational Industrial Clubs of America
<b>855</b>	900	FHA/FCCLA - Family Career & Community Leaders of America
<b>856</b>	900	Consumer Law Club
<b>857</b>	900	Ethics Club
<b>858</b>	900	Adelante Leadership Program
<b>859</b>	900	Future Teacher/Teachers Cadet Program
<b>860</b>	900	Diversity
<b>861</b>	900	Black Lives Matter
<b>862</b>	900	Business Education
<b>863</b>	900	Bike and Run Club
<b>864</b>	900	Shop - General
<b>865</b>	900	Great Expectations
<b>866</b>	900	Woodwork
<b>867</b>	900	Metalwork
<b>868</b>	900	Environmental/ Earth Club
<b>869</b>	900	Horticulture
<b>870</b>	900	Teacher Recruit
<b>871</b>	900	Partners in Action

<b>872</b>	900	Coats for Kids
<b>873</b>	900	AOE – Academy of Engineering
<b>874</b>	900	Industrial Arts
<b>875</b>	900	Home Economics
<b>876</b>	900	Cooking Club
<b>877</b>	900	Technology Student Association (TSA) – High Tech Workshop
<b>878</b>	900	Thespians Society
<b>879</b>	900	Vocational Department
<b>880</b>	900	Parents as Teachers
<b>881</b>	900	Cheerleaders – Varsity
<b>882</b>	900	Cheerleaders – Junior Varsity
<b>883</b>	900	Cheerleaders
<b>884</b>	900	Pom Pom
<b>885</b>	900	<i>NOT Oklahoma City Board Approved for Use</i>
<b>886</b>	900	Pep Club
<b>887</b>	900	Dance Team
<b>888</b>	900	Flag Club
<b>889</b>	900	Poetry Club
<b>890</b>	900	Film Club
<b>891</b>	900	Yearbook - Elementary School
<b>892</b>	900	Yearbook - Middle School
<b>893</b>	900	Yearbook - High School
<b>894</b>	900	<i>NOT Oklahoma City Board Approved for Use</i>
<b>895</b>	900	Newspaper
<b>896</b>	900	Journalism Club/ProjectVOICE
<b>897</b>	900	Psychology Club
<b>898</b>	900	Young Republicans
<b>899</b>	900	Young Democrats
<b>900</b>	900	Core Knowledge
<b>901</b>	900	Class of 2031
<b>902</b>	900	Class of 2032
<b>903</b>	900	Class of 2024
<b>904</b>	900	Class of 2025
<b>905</b>	900	Class of 2026
<b>906</b>	900	Class of 2027
<b>907</b>	900	Class of 2028
<b>908</b>	900	Class of 2029
<b>909</b>	900	Class of 2030
<b>910</b>	900	National Honor Society - Middle School
<b>911</b>	900	Human Relation Brotherhood Club

<b>912</b>	900	Black History Club
<b>913</b>	900	Native American/Indian Education
<b>914</b>	900	Prom
<b>915</b>	900	Interact
<b>916</b>	900	Key Club
<b>917</b>	900	Link Crew
<b>918</b>	900	Family Literacy
<b>919</b>	900	AVID
<b>920</b>	900	Fine Arts
<b>921</b>	900	Student Council
<b>922</b>	900	SADD Students Against Destructive Decisions
<b>923</b>	900	Student Store
<b>924</b>	900	FCA - Fellowship of Christian Athletes
<b>925</b>	900	Drug Use Prevention
<b>926</b>	900	ROTC - Reserve Officer Training Corps - Federal
<b>927</b>	900	ROTC - Reserve Officer Training Corps - Special
<b>928</b>	900	Builders Club
<b>929</b>	900	Middle School Art
<b>930</b>	900	Youth in Government
<b>931</b>	900	The Thirst Project Club
<b>932</b>	900	Mu Alpha Theta
<b>933</b>	900	National Honor Society
<b>934</b>	900	National Arts Society
<b>935</b>	900	Tri -M Music Honor Society
<b>936</b>	900	Kit-A-Kid
<b>937</b>	900	Playground
<b>938</b>	900	Scholarships
<b>939</b>	900	Presidential Academic
<b>940</b>	900	Pride (OU Band)
<b>941</b>	900	Band
<b>942</b>	900	Band - Special
<b>943</b>	900	Choir
<b>944</b>	900	Choir - Special
<b>945</b>	900	Orchestra
<b>946</b>	900	Orchestra - Special
<b>947</b>	900	Guitar Department/ Club
<b>948</b>	900	Academic Decathlon
<b>949</b>	900	Fine Arts Department
<b>950</b>	900	Asian Club
<b>951</b>	900	French Club
<b>952</b>	900	German Club

<b>953</b>	900	Latin Club
<b>954</b>	900	International Interaction
<b>955</b>	900	Spanish Club
<b>956</b>	900	International/Multi-Cultural Club
<b>957</b>	900	Fine Arts - Special
<b>958</b>	900	Advanced Placement Testing
<b>959</b>	900	Travel Funds
<b>960</b>	900	Latino Club
<b>961</b>	900	Math Club
<b>962</b>	900	Science Club
<b>963</b>	900	Language Arts Club
<b>964</b>	900	Computer Club
<b>965</b>	900	Bio-Med Activities Club
<b>966</b>	900	Super Scholars - Gems
<b>967</b>	900	Gifted
<b>968</b>	900	Social Studies Club
<b>969</b>	900	Scholastic Testing
<b>970</b>	900	HOSA
<b>971</b>	900	Art Club
<b>972</b>	900	Speech Club
<b>973</b>	900	Drama Club
<b>974</b>	900	Debate Club
<b>975</b>	900	Thespians
<b>976</b>	900	Modern Dance
<b>977</b>	900	Young Talent
<b>978</b>	900	Visual Arts
<b>979</b>	900	Chess Club
<b>980</b>	900	Anime Club
<b>981</b>	900	Hearing Impaired
<b>982</b>	900	Learning Disabled
<b>983</b>	900	Emotionally Disturbed
<b>984</b>	900	Gay Straight Alliance (GSA) Club
<b>985</b>	900	Online Learning - E3
<b>986</b>	900	Severe/ Profound Intellectually Disabled
<b>987</b>	900	Team Management
<b>988</b>	900	Administrative Account
<b>989</b>	900	Professional Development Services
<b>990</b>	900	Faculty - Hospitality Account
<b>991</b>	900	Faculty - Operations Center Hospitality Account
<b>992</b>	900	Crochet and Community Service Club
<b>993</b>	900	Faculty - Cabinet Hospitality Account

<b>994</b>	900	Robotics
<b>995</b>	900	Food Bank Club
<b>996</b>	900	Charitable Contributions
<b>997</b>	900	Counselors
<b>998</b>	800	Energy Football Club
<b>999</b>	900	<i>NOT Oklahoma City Board Approved for Use</i>

**OKLAHOMA CITY PUBLIC SCHOOLS**  
School Activity Fund  
**Sub-Account (PROJECT) Codes - ALPHABETICAL Order**

Sub Account (Project) #	Program Code	Special Notes	Description
948	900		Academic Decathlon
858	900		Adelante Leadership Program
988	900	A	Administrative Account
806	900		Adult Education – SDE Refund
958	900		Advanced Placement Testing
846	800		Aerobics/Physical Ed
848	800		All City Athletic Conference
980	900		Anime Club
873	900		AOE – Academy of Engineering
971	900		Art Club
950	900		Asian Club
849	800		Athletic – Other
821	800		Athletics – General
822	800		Athletics – Reserve
919	900		AVID
941	900		Band
942	900		Band – Special
833	800		Baseball
832	800		Basketball – Boys
823	800		Basketball – Girls
809	900		Before/After School Academics
863	800		Bike and Run Club
965	900		Bio-Med Activities
861	900		Black Lives Matter
851	900		BPA – Business Professionals of America
928	900		Builders Club
862	900		Business Education
996	900		Charitable Contributions
883	900		Cheerleaders
882	900		Cheerleaders – Junior Varsity
881	900		Cheerleaders – Varsity
979	900		Chess Club

<b>943</b>	900		Choir
<b>944</b>	900		Choir – Special
<b>903</b>	900		Class of 2024
<b>904</b>	900		Class of 2025
<b>905</b>	900		Class of 2026
<b>906</b>	900		Class of 2027
<b>907</b>	900		Class of 2028
<b>908</b>	900		Class of 2029
<b>909</b>	900		Class of 2030
<b>901</b>	900		Class of 2031
<b>902</b>	900		Class of 2032
<b>816</b>	900		Clinic
<b>872</b>	900	A	Coats for Kids
<b>811</b>	900		Community Education Tuition – GEN FUND Refund
<b>964</b>	900		Computer Club
<b>856</b>	900		Consumer Law Club
<b>876</b>	900		Cooking Club
<b>900</b>	900		Core Knowledge
<b>997</b>	900		Counselors
<b>992</b>	900		Crochet and Community Service Club
<b>830</b>	800		Cross Country
<b>840</b>	800		Cross Country - Boys
<b>887</b>	900		Dance Team
<b>807</b>	900	A	Day Care/Latchkey Tuition - GENERAL FUND Refund
<b>974</b>	900		Debate Club
<b>852</b>	900		DECA - Distributive Education Clubs of America
<b>860</b>	900		Diversity
<b>973</b>	900		Drama Club
<b>925</b>	900		Drug Use Prevention
<b>983</b>	900		Emotionally Disturbed
<b>998</b>	900		Energy Football Club
<b>868</b>	900		Environmental/ Earth Club
<b>857</b>	900		Ethics Club
<b>990</b>	900		Faculty - Hospitality
<b>991</b>	900		Faculty - Operations Center Hospitality Account
<b>993</b>	900		Faculty - Cabinet Hospitality Account
<b>918</b>	900		Family Literacy
<b>924</b>	900		FCA - Fellowship of Christian Athletes
<b>855</b>	900		FHA/FCCLA - Family Career & Community Leaders of America
<b>890</b>	900		Film Club

<b>850</b>	900		Finance Academy
<b>920</b>	900		Fine Arts
<b>957</b>	900		Fine Arts - Special
<b>949</b>	900		Fine Arts Department
<b>888</b>	900		Flag Club
<b>995</b>	900		Food Bank Club
<b>843</b>	800		Football - Boys
<b>951</b>	900		French Club
<b>859</b>	900		Future Teacher/Teachers Cadet Program
<b>984</b>	900		Gay Straight Alliance (GSA) Club
<b>801</b>	900		General Activities
<b>802</b>	900		General - Special
<b>952</b>	900		German Club
<b>967</b>	900		Gifted
<b>817</b>	900		Gifts and Donations
<b>834</b>	800		Golf - Boys
<b>824</b>	800		Golf - Girls
<b>818</b>	900		Grants
<b>865</b>	900		Great Expectations
<b>947</b>	900		Guitar Department/ Club
<b>981</b>	900		Hearing Impaired
<b>875</b>	900		Home Economics
<b>820</b>	900		Homeless (Admin only)
<b>869</b>	900		Horticulture
<b>970</b>	900		HOSA
<b>911</b>	900		Human Relation Brotherhood Club
<b>874</b>	900		Industrial Arts
<b>915</b>	900		Interact
<b>954</b>	800		International Interaction
<b>956</b>	900		International/Multi-Cultural Club
<b>896</b>	900		Journalism Club/ProjectVOICE
<b>916</b>	900		Key Club
<b>936</b>	900		Kit-A-Kid
<b>963</b>	900		Language Arts Club
<b>953</b>	900		Latin Club
<b>960</b>	900		Latino Club
<b>982</b>	900		Learning Disabled
<b>805</b>	900		Library Account
<b>917</b>	900		Link Crew
<b>815</b>	900		Lost Library Books – Refund on Returns
<b>813</b>	900	A	Lost Student Technology – GENERAL FUND Refund

<b>814</b>	900	A	Lost Textbook Fees - GENERAL FUND Refund
<b>961</b>	900		Math Club
<b>867</b>	900		Metalwork
<b>929</b>	900		Middle School Art
<b>976</b>	900		Modern Dance
<b>932</b>	900		Mu Alpha Theta
<b>934</b>	900		National Arts Society
<b>933</b>	900		National Honor Society
<b>910</b>	900		National Honor Society – Middle School
<b>913</b>	900		Native American/Indian Education
<b>895</b>	900		Newspaper
<b>803</b>	900		<i>NOT Oklahoma City Board Approved for Use</i>
<b>812</b>	900		<i>NOT Oklahoma City Board Approved for Use</i>
<b>827</b>	800		<i>NOT Oklahoma City Board Approved for Use</i>
<b>837</b>	800		<i>NOT Oklahoma City Board Approved for Use</i>
<b>841</b>	800		<i>NOT Oklahoma City Board Approved for Use</i>
<b>844</b>	800		<i>NOT Oklahoma City Board Approved for Use</i>
<b>845</b>	800		<i>NOT Oklahoma City Board Approved for Use</i>
<b>847</b>	900		<i>NOT Oklahoma City Board Approved for Use</i>
<b>853</b>	900		<i>NOT Oklahoma City Board Approved for Use</i>
<b>885</b>	900		<i>NOT Oklahoma City Board Approved for Use</i>
<b>894</b>	900		<i>NOT Oklahoma City Board Approved for Use</i>
<b>999</b>	900		<i>NOT Oklahoma City Board Approved for Use</i>
<b>985</b>	900		Online Learning - E3
<b>945</b>	900		Orchestra
<b>946</b>	900		Orchestra - Special
<b>880</b>	900		Parents as Teachers
<b>871</b>	900		Partners in Action
<b>886</b>	900		Pep Club
<b>937</b>	900		Playground
<b>889</b>	900		Poetry Club
<b>884</b>	900		Pom Pom
<b>808</b>	900	A	Preschool Tuition - GENERAL FUND Refund
<b>939</b>	900		Presidential Academic
<b>940</b>	900		Pride (OU Band)
<b>989</b>	900		Professional Development Services
<b>914</b>	900		Prom
<b>897</b>	900		Psychology Club
<b>819</b>	900		Registrar
<b>994</b>	900		Robotics
<b>926</b>	900		ROTC - Reserve Officer Training Corps - Federal

<b>927</b>	900	ROTC - Reserve Officer Training Corps - Special
<b>836</b>	800	Rowing Team
<b>922</b>	900	SADD Students Against Destructive Decisions
<b>938</b>	900	Scholarships
<b>969</b>	900	Scholastic Testing
<b>962</b>	900	Science Club
<b>986</b>	900	Severe/ Profound Intellectually Disabled
<b>864</b>	900	Shop - General
<b>835</b>	800	Soccer - Boys
<b>825</b>	800	Soccer - Girls
<b>968</b>	900	Social Studies Club
<b>826</b>	800	Softball - Girls
<b>955</b>	900	Spanish Club
<b>972</b>	900	Speech Club
<b>921</b>	900	Student Council
<b>810</b>	900	Student ID
<b>923</b>	900	Student Store
<b>804</b>	900	Student Supply Donation
<b>966</b>	900	Super Scholars - Gems
<b>870</b>	900	Teacher Recruit
<b>987</b>	900	Team Management
<b>877</b>	900	Technology Student Association (TSA) - High Tech Workshop
<b>838</b>	800	Tennis - Boys
<b>828</b>	800	Tennis - Girls
<b>931</b>	900	The Thirst Project Club
<b>975</b>	900	Thespians
<b>878</b>	900	Thespians Society
<b>839</b>	800	Track - Boys
<b>829</b>	800	Track - Girls
<b>959</b>	900	Travel Funds
<b>935</b>	900	Tri-M Music Honor Society
<b>854</b>	900	VICA - Vocational Industrial Clubs of America
<b>978</b>	900	Visual Arts
<b>879</b>	900	Vocational Department
<b>831</b>	800	Volleyball - Girls
<b>866</b>	900	Woodwork
<b>842</b>	800	Wrestling - Boys
<b>891</b>	900	Yearbook - Elementary School
<b>893</b>	900	Yearbook - High School
<b>892</b>	900	Yearbook - Middle School

<b>899</b>	900	Young Democrats
<b>898</b>	900	Young Republicans
<b>977</b>	900	Young Talent
<b>930</b>	900	Youth in Government

A- These sub-accounts are restrictive in nature. See SAF Budget Process.

Oklahoma City  
Board of Education

APPROVED

PROGRAM

Codes

**OKLAHOMA CITY PUBLIC SCHOOLS**

Program (fundraising & miscellaneous) Codes – Oklahoma City Board of Education Approved  
School Activity Fund

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**NUMERIC Order**

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<b>PROG#</b>	<b>Description</b>
<b>800</b>	Athletic
<b>801</b>	Blast Athletics
<b>802</b>	eTeamSponsor
<b>900</b>	Non - Athletic Other
<b>901</b>	Advertising Sales
<b>902</b>	Bank Interest/Fees/NSF/Chargebacks
<b>903</b>	Commissions (Vending, School pictures and Book fairs)
<b>904</b>	Donations
<b>905</b>	Dues/Fees
<b>906</b>	Food Resale (Concessions)
<b>907</b>	Fundraising
<b>908</b>	Grants/Scholarships
<b>909</b>	Plays, Parties, Carnivals, Dances
<b>910</b>	Product Resale
<b>911</b>	Student Payments
<b>912</b>	Ticket Sales/Gate Receipts
<b>913</b>	Yearbook
<b>914</b>	Blue & Gold #1
<b>915</b>	Blue & Gold #2
<b>916</b>	Jeans Day
<b>917</b>	World's Finest Chocolate
<b>918</b>	School Pictures
<b>919</b>	T-Shirts/Sweatshirts
<b>920</b>	Otis Spunkmeyer
<b>921</b>	Popcorn
<b>922</b>	Scholastic Books
<b>923</b>	Local Oklahoma Music Association (LOMA)

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# Oklahoma City Board of Education

## APPROVED

- Revenue (Sources)
- Expenditures
- Expenditures NOT Allowed

**OKLAHOMA CITY PUBLIC SCHOOLS**  
School Activity Fund

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**APPROVED REVENUES (Sources)**

- 1) Advertising Sales
- 2) Aluminum can drive and other collections of recyclable items
- 3) Bazaars/Garage Sales
- 4) Blast Athletics donations
- 5) Broadcasting Fees
- 6) Book fairs/Book sales
- 7) Car Wash
- 8) Checking/Savings interest
- 9) Commissions
- 10) Commissions from vending machines and school picture contracts
- 11) Dances and Carnivals
- 12) Donations/Gifts
- 13) Dues and Fees
- 14) eTeamSponsor donations
- 15) Field trip expenses
- 16) Gate receipts and Ticket sales
- 17) Grants and Scholarships
- 18) Jump Rope for the Heart, American Red Cross, and Casual for Kids, or any 503(c)
- 19) Newspapers and Newsletter sales
- 20) Operation of Preschool Day Care facilities
- 21) Operation of latch-key facilities
- 22) Operation of student stores, concession stands, and other food sales
- 23) Pasta for Pennies (Leukemia and Lymphoma programs)
- 23) Payments from students, which are remitted to pay for specific items
- 24) Promotional Athletic events
- 25) Raffles
- 26) Sale of advertisement in student publications
- 27) Sale of items when a profit is not expected
- 28) School pictures and yearbooks
- 29) School sponsored dinners
- 30) Senior assessments
- 31) Supply Donations
- 32) Student Identification

- 33) Student Payments
- 34) Student Payment for field trip expenses
- 35) Student Performance of Services
- 36) Student sales (Fundraiser Merchandise for Resale)
- 37) Summer School Tuition (remitted to General Fund)
- 38) Test Fees
- 39) The Foundation for Oklahoma City Public Schools website fundraisers
- 40) Ticket Sales (movies, plays, assemblies, etc.)
- 41) Tournament entry fees
- 42) Tuition fees collected
- 43) Transportation fees collected
- 44) Yearbook and advertising

# OKLAHOMA CITY PUBLIC SCHOOLS

## School Activity Fund

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### APPROVED EXPENDITURES

The Student Activity Fund Policy and Procedure manual has never intended/attempted to list every permissible or non-permissible expense. There will always be something not listed one way or another as new expenses questions come up from year to year. The Principal as the Student Activity Fund Custodian should determine if the requested use is an appropriate use of student funds.

If an audit were to raise a question about an expense, the Principal will need to be able to justify the use of funds and the positive impact on the students of their respective school. As a general rule, funds raised by students should not be used for “Teacher/Coach” expense only. Students should be the direct recipient of funds raised by students.

- 1) Artist-in-residence program expenses
- 2) Assemblies/speakers
- 3) Assertive discipline program expenses
- 4) Athletic equipment and supplies
- 5) Athletic event officials, workers and security
  - Any compensation for District employees are to include 38% benefit costs paid directly to Oklahoma City Public Schools
- 6) Bank Charges
- 7) Banquet/reception expenses for students
- 8) Building operation expenses
- 9) Building supplies expenses
- 10) Building equipment expenses
- 11) Camp Fees
  - Cheerleading, student council, football, etc.
- 12) Classroom Equipment
- 13) Classroom supplies, materials and books
- 14) Class/Club Clothing
- 15) Clothes (coats, shoes etc.) for needy students
  - Using donated fund receipts
- 16) Club/Organization refreshments, parties, luncheons, picnics, etc.
  - allowed only if entire club/organization is invited
- 17) Contest entry fees

- 18) Contributions when money is raised for a specific cause
  - Jump Rope for the Heart, American Red Cross, and Casual for Kids, or any 503(c)
- 19) District reimbursements for fees collected - All General Refund Sub-accounts
  - 806 – SDE Refund
  - 807 – General Refund - Day Care Tuition/Latchkey Tuition
  - 808 – General Refund - Preschool Tuition
  - 811 – General Refund - Community Education Tuition
  - 813 – General Refund - Lost Student Technology
  - 814 – General Refund - Lost Textbook Fees
- 20) Educational trip expenditures (Zoo, Science Museum Oklahoma, etc.)
- 21) Expenses relating to competition or show held for students (science fairs, track meets, and band contest, etc.)
- 22) Fee for a specialized fine arts related, sports, or library skills for instructional staff that can be incorporated in the classroom to benefit students (no extravagant costs are to be incurred)
- 23) Fee for a local (no overnight travel) professional development training for instructional staff funded through 801, limited to one training per semester
  - No extravagant costs are to be incurred
  - It cannot be a professional development funded by Federal funds and if partially funded by Federal Funds it will require Federal review
- 24) Field trips and out of town trips sponsored by Class or School
  - Including Senior Trip etc.
- 25) Film and Development Expenses
  - School pictures
  - Yearbook
- 26) Films and Videos
- 27) Fruit Juice for test days
- 28) Fundraising Expenses
- 29) Graduation Expenses
- 30) Grant/Publication writing services
- 31) Homecoming expenses
- 32) Incentives
  - Students ONLY
- 33) Library Books, periodicals, and newspapers
- 34) Marquee
- 35) Merchandise expense purchased for resale
  - fundraising, merchandise purchased for resale when not for profit
- 36) Nurse's clinic supplies
- 37) Odyssey of the Mind program expenses

- 38) Office equipment
- 39) Office supplies
- 40) Open House Expenses
- 41) Pasta for Pennies (Leukemia and Lymphoma Society)
- 42) Physical education equipment
- 43) Playground equipment and supplies
- 44) Postage
- 45) Preschool/Day Care/Latchkey operation
- 46) Printing expenses
- 47) Prom expenses
- 48) Reimbursements to individuals (students) when money has been collected for a specific cause and not used for that cause
- 49) Rental fees for student use of facilities
- 50) Repairs and maintenance (student and office equipment)
- 51) Ribbons, trophies, plaques and awards
- 52) Sam's card expense
- 53) Security
- 54) School membership to association
  - OSSAA etc.
  - NO individual memberships
- 55) Service projects
- 56) Specialized teaching materials for classes and clubs
  - Home economics, welding, horticulture, band, computers, etc.
- 57) Student club/organization dues and fees
- 58) Student development expenses
- 59) Student display case expenses
- 60) Student production expenses
  - Plays, concerts, etc.
- 61) Student store and concession stand inventory
- 62) Student scholarships
- 63) Student transportation expenses
- 64) Student uniforms and accessories
- 65) Student workshops and conventions
- 66) Test fees and material
- 67) Workers at student events including security, officials, ticket-takers
  - **Any compensation for District employees are to include 38% benefit costs paid directly to Oklahoma City Public Schools**

**OKLAHOMA CITY PUBLIC SCHOOLS**  
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**EXPENDITURES NOT Approved**

- 1) Credit Card other than OKCPS P-Card, LOC (Lines of Credit), house accounts or credit accounts of any kind
- 2) Donations (unless specifically approved by the OKCPS Board of Education)
- 3) Gift Cards
- 4) Leases for any equipment or maintenance agreements
- 5) Organization Memberships for INDIVIDUALS
- 6) Political contributions
- 7) Principal's (Student Activity Fund Custodian) office furniture or equipment
- 8) Purchases other than General Fund Refunds using sub-accounts (Only Refunds/Payments are allowed to the General Fund for specific collections):
  - 806 – SDE - Adult Education
  - 807 – General Refund - Day Care Tuition/Latchkey Tuition
  - 808 – General Refund - Preschool Tuition
  - 811 – General Refund - Community Education Tuition
  - 813 – General Refund - Lost Student Technology
  - 814 – General Refund - Lost Textbook Fees
- 9) Staff Incentives – NO EXCEPTIONS
- 10) Staff Luncheons/dinners – Funded through sub-account 801, limited to one activity per semester with a Professional Development agenda. No extravagant costs are to be incurred.