

# Object Code Sheet

2019-2020

Program	Activity	OBJECT	Location	4 Digit
0100	24	-----	1040	0000
0100	27	-----	4090	0080
3160	27	-----	4090	0000
5100	27	-----	1070	0033
9700	13	-----	0000	0000

New  
Object

## Description

## Common Uses and Vendors

<b>0059</b>	Debit Credit Transfers	Bus Trips and Inter-Departmental Repairs (Transportation Billings)
<b>5610</b>	Supplies (including Maint and Trans supplies, no longer have 5097 and 5099)	Supplies- includes toner, furniture, notary license, vehicle licenses, postage, shipping charges, testing fees (PSAT, etc), permits at Health District. (See 5640 for books and periodicals)
<b>5626</b>	Fuel-Gas and Diesel	Coleman Oil
<b>5630</b>	Food-Only in Program 98 & 89	Food Service Dept Only
<b>5640</b>	Books and Periodicals	Classroom and Library Books, Magazines, Newsletters, Workbooks, <i>Textbook Bindings, Library Book Bindings</i>
<b>5641</b>	Adoption-New Curriculum/Textbooks	Board Adopted Curriculum and Textbooks
<b>5650</b>	Tech Items-Need to follow Bid Process or utilize a Purchasing Co-Op or Interlocal Agreement. <i>*All Requisitions must list the Contract # in the line item area.</i>	Laptops, iPads, Chromebooks, TVs, Cameras, Projectors, etc. Anything that needs to be BID, INVENTORIED, and ordered by TECH.
<b>5651</b>	Tech Accessories- Not Inventoried by Tech	Mouse, keyboard, cables, cords, monitors, DVDs, CDs, jump drives, projector bulbs, laptop batteries, replacement parts, headphones, mounting hardware, etc.
<b>5652</b>	Licenses over the internet	Cupertino (Oasis), Gale PD Annual Hosting, Google Management Console Licenses, Math 180, Read 180, System 44, Odysseyware, Renaissance Learning, eQuip License, Classlink, JAMF iOS License, Microsoft EES Volume Licensing, Themes and Variations, Apex Learning, Forecast Five, Alek Subscription License, Dibels, Asset Works
<b>7311</b>	Election Fees	Election Fees
<b>7320</b>	Prof Ed Srvs- Supports the instructional <i>program</i> and its administration	DMTI
<b>7330</b>	Srvs supporting prof and technical develop of sch dist personnel. Consultants coming to speak/train, training assoc with third party vendors	Onsite Training: Houghton Mifflin, Discovery Ed, Carnegie Learning. AVID Coaching Days, MT Consulting (Training), Benchmark, Mandt
<b>7331</b>	Student Teaching and Educational Services	Services to support the teaching and development of students.
<b>7340</b>	Other Prof Srvs-doctors, lawyers, architects, therapists, editors, planners, brokers, etc	Tri-State-Driver Physicals, Minert & Assoc Drug Testing, Leader Srvs, Wa St Empl Srvs, Navia, Talx, Translation Servs, Asotin Co Sheriff Office
<b>7342</b>	Audit Services	Audit Services
<b>7350</b>	Technical Srvs-requires basic scientific knowledge/manual skills	Hood cleaning, Splash Car Wash, inspections, refinish gym floor, Sunpest, elevator maint, tire labor, security systems, Valley Sweeping, SRO Contract, catering, Grantham GAP Inst, piano tuning, Driver Abstracts, Flechinger Electric, Fischer Systems, Towing, Catering, recert helmets.
<b>7351</b>	Data Processing and Coding Services	Square Nine- Smarter Balanced Storyboard Data
<b>7352</b>	Other Technical Services	UMRA, Plixer, Right Systems, Structured Communication
<b>7410</b>	Sewage	PUD and City of Clarkston
<b>7411</b>	Stormwater	PUD and City of Clarkston
<b>7412</b>	Water	PUD and City of Clarkston
<b>7420</b>	Cleaning Services	Camp Wooten cleaning
<b>7421</b>	Laundry Services	Cintas, Blue Ribbon Linen

<b>7422</b>	Shredding and Recycling	Lewis Clark Recyclers
<b>7423</b>	Garbage Services	Asotin Co Landfill, PUD, City of Clarkston
<b>7431</b>	Repairs for anything NON Tech (Includes Maint)	Walter E Nelson, Roto Rooter, Les Schwab-Repairs Repairs for everything that is not Technology
<b>7432</b>	Repairs for only Tech related items	Repairs for all Technology
<b>7441</b>	Rental of Land and Buildings	Camp Wooten rental, storage unit, Aquatic Center
<b>7442</b>	Rental of Equipment and Vehicles	Copiers, Idaho Ice, Culligan, Hahn Rental, Enterprise when used with students- Our staff drive the bus or rental car (See 8580-Enterprise for Staff only)
<b>7519</b>	Student Trans-pymt to other persons or agency, other than sch dists. (For students- The company drives --Chartered busses or taxi)	Chartered Busses, Taxi, Student Airfare
<b>7520</b>	Insurance Premiums	Stonebraker
<b>7530</b>	Communications-Telephone, subscrip to research over internet	Netchemia-TalentEd, Oreg Univ- SWISS, World of Work, Gaggle Google Student Domain Srvs, NetSupport, Juniper, RevTrak, CenturyLink, Verizon, InTouch, Frontline, Sch Messenger
<b>7540</b>	Advertising- Newspapers, radio, television ads (recruitment, legal ads, equip, sale of prop) (NOT prof advertising and public relations- use 7340)	Tribune Publishing, KLEW, Nelly Broadcasting
<b>7550</b>	Printing and Engraving	Printcraft, NW Engraving, Edgewood Press, Sch Datebooks, Rochester 100, Awards Etc, (Binding of Sch Dist Publications only. Binding of books, library, etc is under 5640). Name plates and business cards.
<b>7569</b>	Tuition paid to other governmental organizations	Wa St School for the Blind, NICH
<b>7580</b>	Registration (Students and Staff)	Registration to event, conference, etc.
<b>7591</b>	Srvs purchased from another School Dist or ESD	Speaker from an ESD, Fingerprinting, Flash Alert, E-Rate
<b>7621</b>	Natural Gas	Avista
<b>7622</b>	Electricity	Avista
<b>7623</b>	Bottled gas	AL Gasses
<b>7810</b>	Membership	SIRS, AWSP, WASA, AASA, ERNN, OETC Annual Membership
<b>8580</b>	Employee travel, meals and lodging. Student hotels and meals in travel status.	Per Diem Meals (staff and students), Hotels (staff and students), Enterprise for staff only (See 7442 for Enterprise use with students) and Airfare for staff only (See 7519 for airfare, taxis, chartered buses for students)
<b>9xxx</b>	Capital Outlay	Individual items exceeding \$5,000

## ***Travel Quick Guide***

### **Student Travel**

<b>7442</b>	Enterprise rental cars when transporting students
<b>7519</b>	Purchasing services to transport students when our employees do not drive. Example: chartered buses, airfare, taxis.
<b>7580</b>	Registration for Students
<b>8580</b>	Student hotel rooms and per diem when issued by Business Office for students in travel status.

### **Employee Only Travel**

<b>7580</b>	Registration for Employees
<b>8580</b>	Employee hotels, airfare, per diem meals (check from Business Office) and rental cars (only staff in the car).

*Updated 8/14/19*