



State of New Jersey
 DEPARTMENT OF EDUCATION
 PO BOX 500
 TRENTON, NJ 08625-0500

JON S. CORZINE
 Governor

LUCILLE E. DAVY
 Commissioner

October 15, 2008

TO: Chief School Administrators
 School Business Administrators

FROM: Katherine P. Attwood *Katherine P. Attwood*
 Assistant Commissioner
 Division of Finance

SUBJECT: 2008 *Chart of Accounts* Update

I am writing to inform you that the 2008 *Chart of Accounts* update is posted on the department's website at <http://www.nj.gov/education/finance/>. The 2008 *Chart of Accounts* will be incorporated in the 2009-10 budget software and districts should use the new structure in your 2009-10 budget development process. While an option, districts will not be required to cross-walk the 2008-09 revised budget into the new structure.

The updated *Chart of Accounts* reflects all account changes since the 2003 *Chart of Accounts* update issued in the annual software vendor letters and accounting guidance memos since 2003. It also includes the new revenue accounts under the School Funding Reform Act of 2008 (SFRA) and deletes revenue accounts no longer applicable, including the Comprehensive Education Improvement Financing Act (CEIFA) accounts. The special revenue fund preschool program account number has changed to program 218 to link to the Preschool Education Aid revenue program code of 218.

As the department has discussed throughout the summer, the primary change to the *Chart of Account* for the 2009-10 budget relates to recording costs for at-risk programs. New program and object codes have been added to enhance budgeting and accounting for the costs of programs necessary for educating at-risk children. Other changes include enhancements to operation and maintenance and the addition of new objects in specific areas to enable more detailed data collection (e.g. object code 108 has been added to account for in-house legal salaries). The most significant changes are summarized below.

The following at-risk program codes have been added.

<u>Fund</u>	<u>Program Code</u>	<u>Program Title</u>
11/15	421	Before/After School Programs
11/13/15	422	Summer School
11/15	423	Alternative Education Programs
11/15	424	Other Supplemental/At-Risk Programs

The following function codes have been added to enhance budgeting and accounting for operation and maintenance of plant services.

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<u>Fund</u>	<u>Function Code</u>	<u>Function Title</u>
11/12	263	Care and Upkeep of Grounds
11/12/15	266	Security

The following object codes have been added to enhance budgeting and accounting for positions related to providing services to at-risk students and to provide more detailed data collections in other areas.

<u>Fund</u>	<u>Object Code</u>	<u>Object Title</u>
11/15	107	Salaries of Non-Instructional Aides
11	108	Legal Salaries
11/15	171	Salaries of Drop-out Prevention Officer/ Coordinator
11/15	172	Salaries of Family Support Team
11/15	173	Salaries of Family/Parent Liaison and Community Parent Involvement Specialists
11/15	174	Salaries of Community/School Coordinators
11/15	175	Salaries of Social Services Coordinators
11/15/20	176	Salaries of Facilitators, Math Coaches, Literacy Coaches and Master Teachers
11/15	177	Salaries of Technology Coordinators
11/15	178	Salaries of Teacher Tutors
11/15	179	Salaries of Reading Specialists
11	333	Expenditure and Internal Control Audit Fees
11/12	334	Architectural/Engineering Services
11	615	Transportation Supplies
11	621	Natural Gas
11	622	Electricity
11	624	Oil

If you have questions regarding the chart of account enhancements, please contact Joan Saylor, director, Office of Budget Review and Fiscal Monitors at 609-777-4484 or Lisa A. Williams, Office of Budget Review and Fiscal Monitors at 609-292-4050.

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c: Lucille E. Davy
 Willa Spicer
 John Hart
 Donna Arons
 Rochelle Hendricks
 State Board Office
 Beth Brooks
 James McBee
 Joan Saylor
 Lisa A. Williams