Milton Academy
User Object Codes

REVENUE

41010 - 41058 **Tuition**
Tuition for students in all grades

41061 - 41068 **Scholarships**
Scholarships for students in all grades

41070 - 41078 **Abatements**
Abatements for students in all grades

41090 **Activities Fee / Grades 7-12**
Includes all fees for activities for day and boarding students

41100 **Health Fee / Grades 7-12**
Includes all fees for health

41110 **Dorm Fee – Telephone**
Includes all dorm fees

41111 **Senior Fee**
Includes fees for senior class

41115 **Technology Fee**
Includes fees for technology

41121 **Other Fees**
Includes all student fees not mentioned elsewhere

41190 **Clearing Fees**
Account used as offset for fees not earned yet

42010 - 42420 **Gift Income**
Includes all monies collected for school over a particular period of time

43012 **Interest Income**
Interest from various bank accounts

43801 **Spending Policy Distribution**
Monies transferred from endowment for operation

Milton Academy
User Object Codes

44002 **Auxiliary Enterprises - Dining Hall, Snack Bar, School Bus, Telephone**
Includes all activities on a user charge basis

44004 **Auxiliary Enterprises – Vending- Soda and Bookstore/Sundries**
Includes all activities on a user charge basis

45010 **Tuition – Saturday Course**
Tuition received from students for non-educational programs

45020 **Fees – Non-Education Programs**
Includes all fees for non-educational programs not mentioned elsewhere (Extended Day, Vacation Camp, After School Program, Winter Hockey Rental, Outside Events, Magus Mabus,Yearbook

45300 **Summer Camp Revenue**
Includes all revenue for summer camp

47000 **Program Revenue**
Other income from student organizations

47090 **Application Fees - Upper School**
Includes all fees for processing applications

47110 **Miscellaneous**
Includes all other income: Development Office, Publications, IT School Wide, Audio Visual, Gov't Lunch Program, Nursing Dept., Subscriptions

Milton Academy
User Object Codes

EXPENSE

51010 **Salaries Faculty**
Salaries for full time faculty

51110 **Salaries Professional**
Salary for full time contracted administrator

51140 **Salaries Office/Clerical**
Salary for non-contracted employees

51210 **Salaries Overtime**
Overtime for non-exempt employees

51222 **Salaries PT Casual**
Salary for part time non-contracted employees

51440 **Early Retirement Accrual**
Accrual for early retirement

51510 **Health Insurance - Blue Choice**
Includes insurance for school employees and dependents: employee and matching shares

51520 **Vision**
Insurance to cover purchase of glasses

51530 **Delta Dental**
Includes insurance for school employees and dependents: employee and matching shares

51540 **Flex Benefits - Faculty**
Includes payment for school employees for benefit

51610 **Standard Insurance Disability Insurance**
Includes insurance for school employees: employee and matching shares

51620 **Standard Insurance Life Insurance**
Includes insurance for school employees: employee and matching shares

51640 **MetLife LTC Insurance Plan**
Insurance for long term care for school employees

Milton Academy
User Object Codes

51740 **TIAA Annuity - Administration General**
Includes insurance for school employees: employee and matching shares

51810 **Unemployment Insurance**
Amount paid for employees who have left the Academy's employ

51811 **FICA**
School contribution to federal unemployment system

52100 **Electricity**
Includes all electricity for the campus

52202 **#2 Fuel Oil**
Includes all #2 fuel oil for the campus

52206 **#6 Fuel Oil**
Includes all #6 fuel oil for the campus

52300 **Gas**
Includes all gas for the campus

52301 **Gas**
Includes gas for B & G Vehicles

52400 **Water**
Includes all water for the campus

53010 **Office Equipment**
Includes all peripheral equipment necessary for the school

53020 - 53070 **Capital Projects/Equipment**
Includes all capital projects and equipment, managed by Facilities

53100 **Computer Hardware**
Includes all peripheral equipment necessary for the school

53110 **Computer Software**
Includes all peripheral equipment necessary for the school

53200 **Telephone**
Includes all telephone charges by departments, cellular phones and beepers

53210 **Contingency**
Offset to object codes 53020-53070; these are items to be capitalized

Milton Academy
User Object Codes

53300 **Travel**
Includes all travel, hotel, meals, and transportation expenses related to business expenditures.

54130 **Uniforms**
Includes all articles of footwear and apparel including caps, insignias, and employee outfitting

54140 **Student's Medical Supply - Insurance**
Includes insurance for students

55010 **Books, Subscriptions**
Includes all expenditures for books and subscriptions for educational and informational purposes

55011 **Lower School Library – Books and Subscriptions**
Includes all expenditures for books and subscriptions for educational and informational purposes for the lower school

55012 **Lower School Library – Summer Books**
Purchase of summer books for the lower school

55013 **Lower School Library – Instruction Books**
Purchase of classroom books for the lower school

55100 **Postage**
Includes stamps and mailing

55110 **Mail House**
Includes stamps, rental of postage meter machine and post office box

55200 **Film, Music and Records**
Includes all materials and supplies

55250 **Awards, Prizes, Gifts**
Charge for awards, plaques, trophies and other tokens of recognition

55310 **Supplies - Office**
Includes all materials and supplies

55320 **Supplies - Classroom**
Includes all materials and supplies

55321 **Supplies – Play**
Includes all materials and supplies for the Lower School play

Milton Academy
User Object Codes

55340 **Supplies - Audio Visual**
Includes all materials and supplies

55380 **Supplies - Athletic & PE**
Includes all materials and supplies

55390 **Supplies - Art**
Includes all materials and supplies

55395 **Supplies - Woodworking**
Includes all materials and supplies

55397 **Supplies - Laboratory**
Includes all materials and supplies

55410 **Supplies - Electrical**
Includes all materials and supplies

55450 **Supplies - Custodial & Laundry**
Includes all materials and supplies

55460 **Supplies - Shop**
Includes all materials and supplies

55461 **Supplies - Locks and Keys**
Includes all materials and supplies

55550 **Supplies - Plumbing**
Includes all materials and supplies

55610 **Printing**
Includes all expenditures for printing, binding, paper stock, engrossing and copyrighting

55620 **School Catalog**
Includes all expenditures for producing the school catalog

55650 **Publications - Reproduction**
Includes all expenditures for printing, binding, paper stock, engrossing and copyrighting

55710 **Maintenance Office Equipment**
Includes all materials and preventive maintenance repairs & replacement & alteration material for the office

Milton Academy
User Object Codes

55770 **Maintenance – Other**
Includes maintenance expenses not captured elsewhere

56010 **Memberships & Dues**
Includes dues and membership in all professional organizations

56020 **Conferences**
Includes the gathering of school staff or professionals for meetings on and off campus

56030 **Speaker Fee**
Token dollar amount paid for a one -time service

56040 **Consultants-Training**
Token dollar amount paid for a one - time service

56050 **Costumes**
Includes all articles of footwear, apparel including caps & insignias

56060 **Professional Development & Training**
Includes the expenditures for the training of students and employees

56080 **Contracted Services & Repairs**
Use of outside vendor(s) for (as needed) repairs to building, grounds, or equipment

56081 **Annual Service Contracts**
Annual agreement with an outside vendor(s), to provide services or goods, at a fixed annual cost

56100 **Game Officials**
Officials assigned to athletic events, not Milton Academy employees

56110 **Photography**
Includes all expenditures and peripheral stock relating to photography

56120 **Advertising & Publicity**
Includes all expenditures from all sources of advertising

56200 **Research**
Includes all research/investigative expenses

56230 **Dining Services and Food**
Includes all dining charges, on and off campus

Milton Academy
User Object Codes

56240 **Dorm – Activities**
Includes activities related to events in dormitories

56320 **Other Entertainment**
Includes food service charges and other costs associated with campus hosted receptions and departmental functions

56321 **Special Events**
Includes charges associated with hosting an event

56420 **Equipment Rental**
Includes rentals of supplies or materials

56520 **Trash & Rubbish Removal**
Includes all costs for this area including waste material

56530 **Grounds Upkeep**
Includes all supplies and maintenance for upkeep of grounds and athletic fields

56550 **Custodial Services**
Includes all expenses for custodial services

56560 **Laundry Service**
Includes all expenses and supplies incurred for laundering whether on or off campus

56570 **Pest Controls**
Includes all expenditures related to spraying materials and exterminators

56590 **Equipment Repair**
Repair of equipment

56700 **Design Fees**
Payment for architectural services

56720 **Inspection & Testing Fees**
Includes all fees incurred due to inspections or testing

56721 **Automobile Registration and Inspection**
Includes all fees incurred due to automobile registration and inspection

57150 **Miscellaneous Scholarships**
Non tuition expenses for scholarships given to students

Milton Academy
User Object Codes

58010 **Unemployment Insurance**
Insurance for employees who have left school employment

58020 **Worker Compensation Insurance**
Insurance for workers

58050 **Professional Fees - Audit**
For audit services provided

58060 **Professional Fees - Legal**
For legal services provided

58080 **Liquidated - Prior Year Adjustment**
Accrued monies from prior year which were not expended

58100 **Taxes - Property**
For the payment of taxes

58120 **Bad Debts**
Expense to write off an uncollectible account

58150 & **Bank Expenses**
58160 Includes all bank and credit card fees

58200 **Miscellaneous**
Includes all other expenses not listed elsewhere

58230 **Interest Expense**
For payment of bank interest on notes

58241 **Depreciation Expense**
Depreciation of all capital items including equipment

58242 **Premium Expense**
58243 **Accretion Expense**
Offset of any discount or premium in purchase of bonds which does not equal principal

58250 **Public Issues**
Includes all expenses related to the public issues program

58251 - **Abatement Expense**
58253 Discount offered for children of faculty

58260 **Refund Expense**
Refund overpayments to student

Milton Academy
User Object Codes

58451 - 59218 **Endowment Expense**
Cost related to any endowment that provides augmentation

59330 & 59331 **Restricted Gift**
Donor designated gifts that can be used after meeting donor's requirements

59550 **Capital Purchases**
Allowance for capital purchases augmenting their budget on a one time basis

59551 **Operational Projects**
Expenses related to facility projects that will be expensed

TRANSFERS

71002 - 71004 **Transfers**
Includes transfers from other funds