Federal Programs Expenditure Guidance Form

(All federally-funded expenditures must be submitted for pre-approval routing in Nextgen, Etrieve, etc. prior to expending funds.)

The following chart reflects a non-exhaustive list of examples for allowable expenditures for each General Ledger (GL) number as outlined on the budget expenditure form.

<table>
<thead>
<tr>
<th>Category</th>
<th>General Ledger Number</th>
<th>Expenditure Examples</th>
<th>Commonly Referenced Vendors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parent Involvement</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parent Consultants</td>
<td>12-5-2190-399-c/c-4110-0-5100-0000</td>
<td>Vendors Working Directly with Parents During and After school as:</td>
<td>Dr. Brandi J. Rudolph Bolling</td>
</tr>
<tr>
<td></td>
<td>12-5-2190-399-c/c-4120-0-5100-0000</td>
<td>Presenter/Consultant for Parent Trainings, Workshops, Seminars, Parent Meetings, etc.</td>
<td>Learning Little People, LLC</td>
</tr>
<tr>
<td></td>
<td><del>CSI Schools Only</del></td>
<td></td>
<td>Reginald Ware -Worldware</td>
</tr>
</tbody>
</table>

| Parent Involvement Supplies (English and Spanish) | General Ledger Number | Expenditure Examples                                                                 | Commonly Referenced Vendors                                      |
|--------------------------------------------------|-----------------------|--------------------------------------------------------------------------------------|                                                                  |
|                                                  | 12-5-2190-413-c/c-4110-0-5100-0000 | Resource Pamphlets, Books, Magazines, Student Agenda/Planner, Folders, Construction Paper, Copy Paper, Pencils, Pens, Notepads, Highlighters, Markers, Tape, Stapler, Staples, Paper Clips, Calendar, Newsletters, Flyers, Booklets, Communication Folders, Ink for Stand-Alone Printer, etc. | Amazon                                                            |
|                                                  | 12-5-2190-413-c/c-4120-0-5100-0000 | ~CSI Schools Only~                                                                  | CDW Government, LLC                                              |
|                                                  | ~CSI Schools Only~     |                                                                                      | ODP Business Solutions, LLC                                     |
|                                                  |                       |                                                                                      | Rochester 100 Inc                                               |
|                                                  |                       |                                                                                      | School Datebooks                                               |
|                                                  |                       |                                                                                      | Strickland Companies                                           |
|                                                  |                       |                                                                                      | The Little Sign Company                                        |
|                                                  |                       |                                                                                      | The Parent Institute                                           |

| Parent Involvement Technology Equipment and Supplies | General Ledger Number | Expenditure Examples                                                                 | Commonly Referenced Vendors                                      |
|------------------------------------------------------|-----------------------|--------------------------------------------------------------------------------------|                                                                  |
|                                                     | 12-5-2190-495-c/c-4110-0-5100-0000 | Desktop Computer, Laptop Computers, Headphones, Poster-Maker, Stand-Alone Printer, Laminator, Smartboard, etc. | Amazon                                                            |
|                                                     | 12-5-2190-495-c/c-4120-0-5100-0000 | ~CSI Schools Only~                                                                  | Apple, Inc.                                                     |
|                                                     | ~CSI Schools Only~     |                                                                                      | CDW Government, Inc.                                            |
|                                                     |                       |                                                                                      | Clearwinds Technology                                          |

Stipend for Parental Involvement Coordinator

| General Ledger Number | Expenditure Examples                                                                 | Commonly Referenced Vendors                                      |
|-----------------------|--------------------------------------------------------------------------------------|                                                                  |
| 12-5-2190-199-c/c-4110-0-5100-0000 | 9, 10, or 11 month certified personnel (full-time, fully benefited employee) | BCS HR Department                                               |
| 12-5-2190-199-c/c-4120-0-5100-0000 | ~CSI Schools Only~                                                                  |                                                                  |
| 12-5-2190-180-c/c-4110-0-5100-0000 | Human Resources Substitute Teacher List                                               |                                                                  |
| 12-5-2190-180-c/c-4120-0-5100-0000 | ~CSI Schools Only~                                                                  |                                                                  |

Instruction

<p>| General Ledger Number | Expenditure Examples                                                                 | Commonly Referenced Vendors                                      |
|-----------------------|--------------------------------------------------------------------------------------|                                                                  |
| 12-5-1100-180-c/c-4110-0-prog-0000 | Human Resources Substitute Teacher List                                               | BCS HR Department                                               |</p>
<table>
<thead>
<tr>
<th>Category</th>
<th>Code</th>
<th>Description</th>
<th>Vendors</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Student Classroom Supplies</strong></td>
<td>12-5-1100-4110-0-prog-0000</td>
<td>Books, Backpack Filled Supplies, Paper, Folders, Pens, Pencils, Construction Paper, Binders, Notebooks, Sheet Protectors, Glue, Pencil Pouch, Stapler, Staples, Clipboard, Tape, Tape Dispenser, Post-it Notes, Chart Paper, Instructional Signage, Instructional Kits/Sets, Instructional Books, Learning Manipulatives, Math Games, Vocabulary Cards, Hanging Pocket Chart, Dry Erase Board Set, etc.</td>
<td>Amazon, American Book Company, Bulk Bags, Carolina Biological Supplies, Lakeshore Learning, Literacy Resources, LLC, ODP Business Solutions, LLC, Office Depot, Really Good Stuff, School Specialty, Scholastic Inc., Sign Geeks, Staples, Strickland, Tools 4 Reading</td>
</tr>
<tr>
<td><strong>Instructional Software</strong></td>
<td>12-5-1100-4110-0-prog-0000</td>
<td>Software that has a set of instructions, data or programs used to operate computers and execute specific tasks for the purpose of addressing student learning.</td>
<td>Dreambox Learning, Learning A-Z, LLC, MobyMax Education, LLC, Renaissance Learning, Inc.</td>
</tr>
<tr>
<td><strong>Audio/Visual Supplies</strong> (Under $1,000/unit)</td>
<td>12-5-1100-4110-0-prog-0000</td>
<td>Headset, Headphones, Apple Pen, Power Adapter, Charging Cable, etc.</td>
<td>Amazon, Apple, Inc., CDW Government, Inc.</td>
</tr>
<tr>
<td><strong>Library/Media Books</strong></td>
<td>12-5-1100-4110-0-prog-0000</td>
<td>Any Books Designated to be Placed in the School Library</td>
<td>Amazon, American Book Company, Burrow Library Services, Perma-Bound</td>
</tr>
<tr>
<td><strong>Magazines and Periodicals</strong></td>
<td>12-5-1100-4110-0-prog-0000</td>
<td>Scholastic News, Science World, Scope, Storyworks, SuperSTEAM, Jr Scholastic, etc.</td>
<td>Scholastic Teaching Studies Weekly</td>
</tr>
<tr>
<td><strong>Student Education Services</strong></td>
<td>12-5-1100-4110-0-prog-0000</td>
<td>Vendors working directly with students during and after school as: - (On Campus) Student Tutoring, Student Workshop, Mentoring Program, Guest Speaker for Student Assemblies, etc. Or - (Off Campus) Field Trip Admission</td>
<td>AllServedU, LLC, Better Basics, Birmingham Zoo, B. K. Oden Enterprises, LLC, Children’s Theater, Cognitive Capital, LLC, Dr. Dimple Martin, Hollins Educational Services, McWane Center, Project Focus Consulting, Red Mountain Theater, Southern Museum of Flight, Space and Rocket Center, Tennessee Aquarium, Valencia Belle</td>
</tr>
<tr>
<td>Category</td>
<td>Stock Number 1</td>
<td>Stock Number 2</td>
<td>Vendor(s)</td>
</tr>
<tr>
<td>---------------------------------------</td>
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<td>-----------------------------------------------</td>
</tr>
<tr>
<td>Instructional Equipment</td>
<td>12-5-1100-491-c-c-4110-0-prog-0000</td>
<td>12-5-1100-491-c-c-4120-0-prog-0000</td>
<td><del>CSI Schools Only</del></td>
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<tr>
<td></td>
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<td></td>
<td>Amazon, Apple, Inc. Brooks Duplicator Co. Presentation Solutions</td>
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<tr>
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<td></td>
<td>Apple, Inc. ODP Business Solutions, LLC Staples</td>
</tr>
<tr>
<td>Computer Hardware Equipment</td>
<td>12-5-1100-495-c-c-4110-0-prog-0000</td>
<td>12-5-1100-495-c-c-4120-0-prog-0000</td>
<td><del>CSI Schools Only</del></td>
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<tr>
<td></td>
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<td></td>
<td>ACP Direct, Amazon, Apple, Inc. CDW Government, Inc. Clearwinds Technology</td>
</tr>
<tr>
<td>Software Licenses Fees</td>
<td>12-5-1100-622-c-c-4110-0-prog-0000</td>
<td>12-5-1100-622-c-c-4120-0-prog-0000</td>
<td><del>CSI Schools Only</del></td>
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<td>Cybrschool, LLC Learning A-Z, LLC Mobymax Education, LLC Quavered, Inc.</td>
</tr>
</tbody>
</table>

### Professional Development

<table>
<thead>
<tr>
<th>Category</th>
<th>Stock Number 1</th>
<th>Stock Number 2</th>
<th>Vendor(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff Educational Services (Consultants)</td>
<td>12-5-2215-312-c-c-4110-0-8220-0000</td>
<td>12-5-2215-312-c-c-4120-0-8220-0000</td>
<td>806 Technologies Dr. Brandi J. Rudolph Bolling Breindel Reese Consulting Brooks Consulting, LLC Camille Underwood Castal Resources, LLC Derek McClardy Franklin Covey Fun Weird Science, LLC Learning Little People&lt; LLC Lucid Day, LLC Marzano Evaluation Center Ray Guarendi Reginald Ware -Worldware Consultant Services UAB School of Education</td>
</tr>
<tr>
<td></td>
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<td>Vendors Working Directly with Staff During and After school as:</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Presenter/Consultant for Staff Training, Workshops, Seminars, Faculty Meeting, PLC Meeting, ILT Meeting, Staff Retreat, etc.</td>
</tr>
</tbody>
</table>

### In-State Travel

<table>
<thead>
<tr>
<th>Category</th>
<th>Stock Number 1</th>
<th>Stock Number 2</th>
<th>Vendor(s)</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>12-5-2215-382-c-c-4110-0-8220-0000</td>
<td>12-5-2215-382-c-c-4120-0-8220-0000</td>
<td>AL Ed Technology Conference CLAS Conference I See Me Literacy Summit MEGA Conference School Staff Retreat</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Any Workshops, Trainings, Seminars within the state of Alabama</td>
</tr>
<tr>
<td>Service Description</td>
<td>Contact Information</td>
<td>Notes</td>
<td></td>
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<tr>
<td>----------------------------------</td>
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</tr>
<tr>
<td><strong>Out-of-State Travel</strong></td>
<td>12-5-2215-383-c/c-4110-0-8220-0000</td>
<td>Any National Workshops, Trainings, Seminars located outside of the state of Alabama.</td>
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<tr>
<td></td>
<td>12-5-2215-383-c/c-4120-0-8220-0000</td>
<td>“CSI Schools Only”</td>
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<tr>
<td></td>
<td>ESEA Conference Innovative School Summit Making Schools Work Conference Model Schools Conference Association for PBIS Conference PowerSchool University Southeast Conference on School Climate The Ron Clark Academy</td>
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</tr>
<tr>
<td><strong>Registration Fees</strong></td>
<td>12-5-2215-623-c/c-4110-0-8220-0000</td>
<td>Any local, state, and national workshops, trainings, and/or seminars that require a registration payment.</td>
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<tr>
<td></td>
<td>12-5-2215-623-c/c-4120-0-8220-0000</td>
<td>“CSI Schools Only”</td>
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<tr>
<td></td>
<td>AL Ed Technology Conference CLAS Conference PowerSchool University Southeast Conference on School Climate The Ron Clark Academy</td>
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<tr>
<td><strong>Stipends (paid to teachers for workshops, summer planning)</strong></td>
<td>12-5-2215-192-c/c-4110-0-8220-0000</td>
<td>9, 10, or 11-month certified personnel (i.e. ILT Planning, ACIP Leader, Title I Leader, Attendance Liaison), etc.</td>
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<td></td>
<td>12-5-2215-192-c/c-4120-0-8220-0000</td>
<td>“CSI Schools Only”</td>
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<td></td>
<td>BCS HR Department</td>
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<td></td>
</tr>
<tr>
<td><strong>Substitutes (sub pay for teachers to attend workshop)</strong></td>
<td>12-5-2215-180-c/c-4110-0-8220-0000</td>
<td>Human Resources Substitute Teacher List</td>
<td></td>
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<td></td>
<td>12-5-2215-180-c/c-4120-0-8220-0000</td>
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<td>BCS HR Department</td>
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<tr>
<td><strong>Transportation</strong></td>
<td>12-5-4150-391-c/c-4110-0-4400-0000</td>
<td>BCS Buses</td>
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<tr>
<td></td>
<td>12-5-4150-391-c/c-4120-0-4400-0000</td>
<td>“CSI Schools Only”</td>
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<td></td>
<td>BCS Transportation Department</td>
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</tr>
<tr>
<td><strong>Transportation (Charter Buses)</strong></td>
<td>12-5-4150-392-c/c-4110-0-4400-0000</td>
<td>Any transportation other than BCS Buses</td>
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<tr>
<td></td>
<td>12-5-4150-392-c/c-4120-0-4400-0000</td>
<td>“CSI Schools Only”</td>
<td></td>
</tr>
<tr>
<td><strong>Extended Learning/Tutoring</strong></td>
<td>12-5-9130-199-c/c-4110-0-4800-0000</td>
<td>9, 10, or 11-month certified personnel (full-time, fully benefited employee)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>12-5-9130-199-c/c-4120-0-4800-0000</td>
<td>“CSI Schools Only”</td>
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</tr>
<tr>
<td></td>
<td>BCS HR Department</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Tutors – “ACTIVE” Teachers</strong></td>
<td>12-5-9130-180-c/c-4110-0-4800-0000</td>
<td>Human Resources Substitute Teacher List</td>
<td></td>
</tr>
<tr>
<td></td>
<td>12-5-9130-180-c/c-4120-0-4800-0000</td>
<td>“CSI Schools Only”</td>
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<td></td>
<td>BCS HR Department</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Tutors – “RETIRED” Teachers or SUBS</strong></td>
<td>12-5-9130-180-c/c-4110-0-4800-0000</td>
<td>Human Resources Substitute Teacher List</td>
<td></td>
</tr>
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