# FAQ's

# **Bank Ratings**

**Section III.A.2.** - If the FDIC limit is exceeded or funds are not held in a FDIC bank, inspect the documentation indicating that the school annually reviews the bank's ratings by a reputable ratings provider. Confirm the rating is in the top two ratings of the scale. Date and initial. Must be included with the report.

### Example:





# **Education Related Expenses**

Section V.B - Education Related Expenses: An Example of some Education related Expenses

### **Examples of Education-Related Expenses**

#### • Payroll

- > Salaries for teachers and substitutes
- > Salaries for administration and office staff
- > Salaries for food service personnel
- Salaries for custodial and maintenance staff
- > Salaries for tutoring, therapy and counseling

#### Payroll benefits and taxes

- Payroll taxes
- Unemployment taxes
- ➤ Workers' compensation
- Employee health insurance and other benefits

#### • Instructional supplies and equipment

- Classroom materials and course supplies
- > Testing fees
- ➤ Library books and supplies
- > Technology equipment and software licensing fees

#### Office & Administration

- ➤ Office supplies
- ➤ Postage
- > Printing and copying
- ➤ Bank fees
- ➤ Licenses and fees
- > Credit card fees
- > Payroll processing fees
- ➤ Background checks
- ➤ Accreditation fees
- > Audit, legal and other professional services

#### • Facilities expenses

- > Rent or mortgage payments.
- ➤ Utilities
- > Property insurance
- > Repairs and maintenance
- > Custodial supplies
- > Security equipment and services
- > Capital improvements

#### Miscellaneous

- o Graduation expenses
- o Education-related field trips
- o Parent/teacher meeting expenses
- o After school education
- Standard transportation costs

## Non-Education Related Expenses (including but not limited to)

- > Fundraising expenses and events
- > Athletic programs and sporting events
- Senior trip expenses
- Summer camps
- Non-education related school trips
- > Transportation costs for extracurricular activities
- School store and logo merchandise
- > School sponsored shows and events
- School clubs
- ➤ After school care program costs
- > Gift cards and promotional material
- > Conferences, training, and professional development for administrative personnel
- Advertising
- ➤ Bad debt expense
- Depreciation
- Amortization