

## CTE Quick Reference Guide FY2022

**Disclaimer:** List includes most common expenditures/coding for CTE grants, however, not an exhaustive list. Each business office is responsible for ensuring object/function codes abide by the Uniform System of Financial Records for Arizona School Districts.

Expenditure Items	Perkins	Priority	Capital		Instruction (1000)						Support Services (2100, 2200, 2600, 2700)						Support Services Admin (2300, 2400, 2500, 2900)							
			6701	6100	6200	6300	6400	6500	6600	6800	6100	6200	6300	6400	6500	6600	6800	6100	6200	6300	6400	6500	6600	6800
Stipend: CTSO Advisor	Y	Y		X							X													
Stipend: Chaperone for CTSO	Y	Y									X													
Salary: CTE Instructional Classroom Aide	Y	Y		X																				
Stipend: CTE Director	Y	Y									X										X			
Stipend: Extended Salary - Teacher	Y	Y									X													
Stipend: Teachers for Curriculum Revision	Y	Y									X													
Stipend: Teacher Placement Calls	Y	Y									X													
Salary: Substitute Teacher	Y	Y									X													
Salary: CTE Office Aide - School	Y	Y									X													
Salary: CTE Clerical Support - District - If Under 5% Admin.	Y	Y																			X			
Benefits: CTE Teacher	Y	Y										X												
Benefits: CTE Instructional Classroom Aide	Y	Y			X																			
Benefits: CTE Director	Y	Y										X									X			
Benefits: Substitute Teacher	Y	Y										X												
Contracted Services for Nursing Services for Clinical	Y	Y				X																		
Equipment Installation <i>*With Program Specialist Approval</i>	Y	Y																				X		
Student Drug Testing, Finger Printing - Economically Disadvantaged	Y	Y											X											
Curriculum Consortium Fees	Y	Y											X											
Registration: Teacher to Student Conference	Y	Y											X											
Registration: Teacher to Teacher CTE PD/Conference	Y	Y											X											
Registration: School Counselor to CTE Conference	Y	Y											X											
Registration: CTE Director/Principal to CTE PD / Conference	Y	Y											X									X		
Student Industry Credentials /Certifications	Y	Y				X																		
Guest Speaker Stipend for Students	Y	Y				X																		
Instructional Equipment: Lease/Rental	Y	Y					X																	
Repair: Equipment	N	Y												X										
Equipment: Maintenance by Contracted Service	Y	Y												X										
Transportation: Teacher to Student Conference	Y	Y													X									
Transportation: Student - Parking Fees, Air, Gas	N	Y													X									
Transportation: School Counselor to CTE / PD Conference	Y	Y													X									

**CTE Quick Reference Guide FY21-22**

**Disclaimer: List includes most common expenditures/coding for CTE grants, however, not an exhaustive list. Each business office is responsible for ensuring object/function codes abide by the Uniform System of Financial Records for Arizona School Districts.**

Expenditure Items	Perkins	Priority	Capital	Instruction (1000)						Support Services (2100, 2200, 2600, 2700)						Support Services Admin (2300, 2400, 2500, 2900)							
			6701	6100	6200	6300	6400	6500	6600	6800	6100	6200	6300	6400	6500	6600	6800	6100	6200	6300	6400	6500	6600
Transportation: Teacher to Teacher CTE PD / Conference	Y	Y												X									
Transportation: CTE Director /Principal to CTE PD / Conference	Y	Y												X							X		
Hotel and Food: Student at Conference	N	Y																				X	
Hotel and Food: Teacher at Student Conference	Y	Y												X									
Hotel and Food: Teacher at CTE PD / Conference	Y	Y												X									
Hotel and Food: CTE Director / Principal at CTE PD / Conference	Y	Y												X							X		
Supplies: Various Supplies to Support CTE Class - Instructional	Y	Y							X														
Supplies: Non-Trad Informational Materials - Vendor Created	Y	Y														X							
Supplies: Non-Trad Informational Materials - Student Class Created	Y	Y							X														
Supplies: Required Textbooks (Only for Dual Enrollment)	N	Y							X														
Supplies: Supplemental Textbooks	Y	Y							X														
Supplies: Industry Required Clothing	Y	Y							X														
Supplies: Career Guidance Reference Books	Y	Y														X							
Supplies: Program Specific Periodicals/Magazines (Provide Titles)	Y	Y							X														
Supplies: Instructional Software and Updates	Y	Y							X														
Supplies: Instructional Material - CTSO Curriculum (for Entire Class)	Y	Y							X														
Career Guidance Reference Books	Y	Y														X							
Supplies: POS Meeting	Y	Y														X							
Supplies: Advisory Meeting	Y	Y														X							
CTSO: Student Membership	N	Y																				X	
CTSO: Advisor Membership	N	Y																				X	
CTSO: Student Registration Fees for Leadership Conference	N	Y																				X	
CTSO: Student Registration Fees for Competitive Conference	N	Y																				X	
CTSO: Teacher Registration Fees for Leadership Conference	Y	Y											X										
CTSO: Teacher Registration Fees for Competitive Conference	N	Y											X										
CTSO: Instructional Supplies for CTSO Curriculum	Y	Y								X													
CTSO: Classroom Set of CTSO Uniforms	Y	Y							X														
CTSO: Cleaning - Classroom Set of Uniforms (CTSO)	Y	Y																				X	