

FAIRFIELD AREA SCHOOL DISTRICT

FUND ACCOUNTING

8020

8020.1 General

The accounts of the District are organized on the basis of funds or account groups, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts which are comprised of each fund's assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. District resources are allocated to and for individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

8020.2 Government Fund Types

8020.2a General Fund - The General Fund accounts for all financial resources of the District except those specifically required by law to be accounted for in another fund. This is a budgeted fund, and any unrestricted fund balances are considered as resources available for use.

8020.2b Special Revenue Funds - Special Revenue Funds account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. Special Revenue Funds for the District include the following:

1. Athletic Funds - See separate policy titled Activity Funds for additional information.
2. Capital Projects Fund - See separate policy for additional information.
3. Capital Reserve Fund - See separate policy for additional information.

8020.3 Proprietary Fund Types

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8020.3a Enterprise Fund - The Enterprise Fund, an unbudgeted fund, is used to account for all revenues and expenses pertaining to cafeteria operations. See separate policy on cafeteria operations for additional information.

1. Cafeteria Operations - See separate policy for additional information.
2. Internal Service Fund - See separate policy for additional information.

8020.4 Fiduciary Fund Types

8020.4a Trust and Agency Funds - Trust and Agency Funds are used to account for assets held by the District in a trustee capacity or as an agent for individuals, private organizations, other governments and/or other funds. These include Expendable Trust, Nonexpendable Trust and Agency Funds. Nonexpendable Trust Funds are accounted for in essentially the same manner as proprietary funds, with the measurement focus on determination of net income and capital maintenance.

Expendable Trust Funds are accounted for in essentially the same manner as governmental funds. Trust and Agency Funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. Trust and Agency Funds for the District include the following:

1. Scholarship Fund - includes expendable and non-expendable portions.
2. Payroll Fund - accounts for salaries and wages earned by District employees. It handles the disbursing of such amounts to the employees and to other agencies on their behalf (taxes, retirement contributions, etc.). It also handles the disbursing of the District's share of retirement and social security.

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3. Activity Funds - accounts for programs operated and sponsored by various student clubs and organizations. See separate policy for additional information.

8020.5 Account Groups

8020.5a General Fixed Assets - The General Fixed Assets Account Group is used to account for fixed assets used in government fund type operations for control purposes.

8020.5b General Long-Term Debt - The General Long-Term Debt Account Group is used to account for long-term liabilities to be financed from government funds.