

Los Angeles Unified School District () chool Spending Report

User Manual Updated 9/13/2013





- The School Spending Report provides schools with an easy to use report that helps them monitor and manage their spending.
- The School Spending Report is available at each school's Portal Page.
 - You can search for school Portal Pages here: http://notebook.lausd.net/schoolsearch/selector.jsp

			Print Preview
District Initiatives Facilities Learning Standards Curriculum Beyond the Bell	SAMPLE ELEMENTA	ARY	Grades: K. 5 Location Code: Cost Center Code: <u>Educational Service</u> <u>Centers I</u> Board Member: <u>Blowt TK-VSEP</u> . 5
Board of Education		About Our School	
Special Education	-17 Mar 10 Mar 10	Principal:	
RLCS Disital Library	A DE BORNES	Address:	
Safety (OEHS)		Telephone:	
Contract Contract		Fax:	
	Sector A sector a	Email:	
	School Budget Summary		Performance Indicators
	School Spending Report	et.	Please select from here
	Please select from here -		School Profile
	(G0)		Demographics
			The school calendar is: SNGLE-TRACK
	How Do I		Pedestrian Routes to School
	Please select from here	- 60	The pedestrian routes to school shows the recommended crossings to school.
	Tell Me More About		Click here and select your school to view Pedestrian Routes to School
	Please select from here	• 60	

- The report is populated with data from SAP. It will be updated nightly.
- No sign-on is required.

Home Page



# Program Ommitment Item Commitment Description Carryover Description Payroll Description Commitments Description Atability Description Atability Description Atability Description Atability Description Atability Description Atability Description 0 Atacel Placement Boost Prog Total Stotal Stotal Stotal St	Cost Center and school name will appear here. Cost Center and school name will appear here. Programs and Commitment Items will be automatically loaded. No input is necessary.											
• Accelerated Academic Literacy 7 total \$ 7 total \$ \$ 16,401 \$ 9 \$ 9 \$ 9 • Total \$ 50 \$ 546,401 \$ 9 \$ 50 \$ 9 • Acceditation - Schools \$ 500 \$ 5810 \$ 50 \$ 9 \$ 9 • Acceditation - Schools \$ 5810 \$ 9 \$ 9 \$ 9 \$ 9 • Advanced Placement Boost Prog \$ 7 total \$ 9 \$ 9 \$ 9 \$ 9 • Attentions & Impry - Meas Y Ex \$ 50 \$ 9 \$ 9 \$ 9 \$ 9 \$ 9 • Attentions & Impry - Meas Y Ex \$ 7 total \$ 9	# Program Program Commitment E	itment iption	Budget	Payroll Encumbrances	Commitments (Encumbrances)	Actuals (Expenditures)	Available Balance (Payroll Encumbrance Deducted)	% Available (Payroll Encumbrance Deducted)				
Total\$0\$46,401\$40\$0\$0\$07 total\$ total\$ total\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Accelerated Academic Literacy											
Accreditation - Schools Total \$0 \$810 \$0 \$810 \$0 \$00	Total	\$0	\$46,401	\$46,401	\$0	\$0	\$0					
IndialSolSolSolSolSolSolSolSolAdvanced Placement Boost ProgIndialInd	Accreditation - Schools											
Advanced Placement Boost Prog Iotal (\$2,085) \$0 \$0 \$0 \$2,085) Alterations & Impry-Meas Y Ex Interactions & Impry-Meas Y Ex Interactions & Impry-Meas Y Ex Interactions & Impry-Meas Y Ex Interactions & Impry-Meas Y Ex \$0 \$19,230 \$0 \$19,230 \$0 </td <td>Total</td> <td>\$0</td> <td>\$810</td> <td><i>\$0</i></td> <td>\$810</td> <td>\$0</td> <td>\$0</td> <td></td>	Total	\$0	\$810	<i>\$0</i>	\$810	\$0	\$0					
Total (\$2,085) (\$2,085) \$0 \$0 \$0 (\$2,085) Alterations & Impry-Meas Y Ex Total \$0 \$19,230 \$0 \$19,230 \$0 \$0 \$0 \$0 \$19,230 \$0 \$0 \$0 \$0 \$0 \$19,230 \$0	Advanced Placement Boost Prog											
Alterations & Imprv-Meas Y Ex Total \$0 \$19,230 \$0 \$19,230 \$0 \$0 Athletics Sal/FB/TR/OF-Sch Total \$0 \$59,506 \$56,381 \$0 \$6,005 (\$2,880) Brd Mbr Priority(Alt/Im)-MY Ex Total \$0 \$54,357 \$0 \$53,621 \$0 \$736 Cafe Fd-Cafe Wkrs-S/B/T-Sch Total \$0 \$513,302 \$281,699 \$0 \$31,799 (\$196) Cafe Supplies Total \$0 \$0 \$0 \$3,205 (\$3,205) \$0 Total \$0 \$0 \$0 \$0 \$0 \$0 \$3,205 (\$3,205) \$0 Cafe Supplies Total \$0 \$0 \$0 \$0 \$0 \$0 \$3,205 (\$3,205) \$0 Cafeteria-Food Total \$0 \$0 \$0 \$3,205 (\$15,970) \$0	Total	(\$2,085)	(\$2,085)	\$0	.\$0	\$0	(\$2,085)					
I fotal \$0 \$19,230 \$0 \$19,230 \$0 \$0 \$0 Athletics Sal/FB/TR/OE-Sch I \$0 \$59,506 \$56,381 \$0 \$6,005 (\$2,880) Brd Mbr Priority(Alt/Im)-MY Ex I I \$0 \$54,357 \$0 \$53,621 \$0 \$736 I fotal \$0 \$54,357 \$0 \$53,621 \$0 \$736 I fotal \$0 \$54,357 \$0 \$53,621 \$0 \$736 I fotal \$0 \$54,357 \$0 \$53,721 \$0 \$736 I fotal \$0 \$54,357 \$0 \$53,721 \$0 \$736 I fotal \$0 \$54,357 \$0 \$53,1799 \$(\$196) \$150 I fotal \$0 \$30 \$30 \$0 \$3,205 \$(\$3,205) I fotal \$0 \$0 \$0 \$0 \$3,205 \$(\$3,205) I fotal \$0 \$0 \$0 \$896 \$15,074	C Alterations & Imprv-Meas Y Ex	<i>to</i>	±40.000	<i>ta</i>	<i>t 10 000</i>	<i>ta</i>	40					
7 Attlefters Sal/PB/114/0E-Sch 7 Total \$0 \$59,506 \$56,881 \$0 \$6,005 (\$2,880) 8 Ind Mbr Priority(Alt/Im)-MY Ex 7 Total \$0 \$54,357 \$0 \$53,621 \$0 \$736 9 Total \$0 \$54,357 \$0 \$53,621 \$0 \$736 9 Total \$0 \$53,302 \$281,699 \$0 \$31,799 (\$196) 9 Total \$0 \$313,302 \$281,699 \$0 \$31,799 (\$196) 9 Total \$0 \$313,302 \$281,699 \$0 \$31,205 (\$196) 9 Total \$0 \$0 \$0 \$0 \$32,205 (\$196) 9 Total \$0 \$0 \$0 \$0 \$32,205 (\$15,970) 9 Total \$0 \$0 \$0 \$0 \$32,205 (\$15,970)		<i>\$0</i>	\$19,230	\$ 0	\$19,230	\$0	<i>\$0</i>					
Total \$0 \$39,300 \$30,351 \$0 \$0,003 (\$2,00) Brd Mbr Priority(Alt/Im)-MY Ex Total \$0 \$54,357 \$0 \$53,621 \$0 \$736 Cafe Fd-Cafe Wkrs-S/B/T-Sch \$0 \$313,302 \$281,699 \$0 \$31,799 (\$196) Total \$0 \$30 \$0 \$0 \$33,205 (\$196) Cafe Supplies \$0 \$0 \$0 \$0 \$3,205 (\$3,205) Total \$0 \$0 \$0 \$0 \$3,205 (\$3,205) Cafetria-Food \$0 \$0 \$0 \$0 \$896 \$15,074 (\$15,970)	Total	¢0	¢50 506	¢E6 201	¢0	¢6.005	(\$2,000)					
Image: Station Priority (air) and Examples Image: Station Priority (air) and Examples (air) and Example	• Brd Mhr Driority(Alt/Im)-MV Ev	30	\$J9,J00	\$30,301	. <i>\$</i> 0	\$0,005	(\$2,000)					
in Fotal in a		\$0	\$54 357	\$0	\$53.621	\$0	\$736					
Image: State of the state	© Cafe Ed-Cafe Wkrs-S/B/T-Sch	40	<i>45 1</i> 7557	40	<i>\$557021</i>	40	<i>4150</i>					
Cafe Supplies Total \$0 \$0 \$0 \$3,205 Cafeteria-Food Total \$0 \$0 \$896 \$15,074 (\$15,970)	Total	\$0	\$313,302	\$281,699	\$0	\$31,799	(\$196)					
Total \$0 \$0 \$0 \$3,205 (\$3,205) c Cafeteria-Food Total \$0 \$0 \$0 \$15.074 (\$15.970)	© Cafe Supplies				,							
© Cafeteria-Food Total \$0 \$0 \$896 \$15.074 (\$15.970)	Total	\$0	\$0	\$0	\$0	\$3,205	(\$3,205)					
Total \$0 \$0 \$0 \$896 \$15.074 (\$15.970)	© Cafeteria-Food											
	Total	\$0	\$0	\$0	\$896	\$15,074	(\$15,970)					

Definitions





- **Program Name:** Programs identify specific services or tasks being performed by one or more areas or organizations of the District to accomplish District's strategic objectives. Programs are used to track entity-wide actions that are likely to affect various organizations in the District. Program code may be used for budgeting, reporting, and analysis purpose. Programs can cut across area boundaries.
 - **Program Code:** A unique numerical code associated with each Program.
- **Commitment Item Description:** Commitment Item denotes the purpose of spending. Commitment Items are organized by category such as personal services (salaries for district employees), contractual services, commodities, equipment, etc. In general, it is any item or service on which funds are spent.
 - **Commitment Item :** A unique numerical code associated with each Commitment Item.
- **Carryover:** The balance (positive or negative) carried over from the prior school year. The carryover balance is included in the "Budget" amount.
- **Budget:** The current budgeted amounts, including any adjustments/transfers.
- **Payroll Encumbrances:** The total amount of funds reserved or "committed" for salary payments. These commitments/encumbrances become expenditures once they have been paid.
- **Commitments (Encumbrances):** The total amount of funds reserved or "committed" for purchases. These commitments/encumbrances become expenditures once they have been paid.
- Actuals (Expenditures): The total amount of expenditures that have been paid/posted so far in the school year.
- Available Balance (Payroll Encumbrance Deducted): (Budget Commitments (Encumbrances) Payroll Encumbrances)
- % Available (Payroll Encumbrance Deducted): (Available Balance (Payroll Encumbrance Deducted)/Budget)

Detailed View



Sch Nan	Los Angeles Unified School District chool Spending Report School Name 123401 SCHOOL A Coup by: Program Name Expand All Coup seAll Export Program Name Expand All Coup seAll Export Program Name Program N												
#	Program Name	i Program Code	Commitm Item	nent Commitment Item Description	Carryover	Budget	Payroll Encumbrances	Commitments (Encumbrances)	Actuals (Expenditures)	Available Balance (Payroll Encumbrance Deducted)	% Available (Payroll Encumbrance Deducted)		
• A	ccelerated Academic Literacy	~											
	Total		_		\$0	\$15,467	\$15,467	\$0	\$0	\$0			
± A					\$0	\$810	\$0	\$0	\$0	\$810			
-	hletics Sal/FB/TR/OE-Sch				40	<i>4</i> 010	40	<i>40</i>	φU	φοισ			
~ 1	Athletics Sal/FB/TR/OE-Sch	11081	110004	Teacher Salaries - Supple/Other	\$0	\$28,258	\$27,497	\$0	\$761	\$0	0.00%		
	Athletics Sal/FB/TR/OE-Sch	11081	120044	Health Services	\$ 0	\$888	\$0	\$0	\$934	(\$46)	5.14%		
	Athletics Sal/FB/TR/OE-Sch	11081	310101	Negative Available	\$ 0	\$2,406	\$2,266	\$0	\$140	\$0	0.00%		
	Athletics Sal/FB/TR/OE-Sch	11081	330102	Balances show up in	\$ 0	\$424	\$403	\$0	\$21	\$0	0.00%		
	Athletics Sal/FB/TR/OE-Sch	11081	350101	parenthesis at the	- = _\$0	\$372	\$371	\$0	\$1	\$0	0.00%		
	Athletics Sal/FB/TR/OE-Sch	11081	360101	level and at the "Total"	\$0	\$862	\$812	 <u>\$</u> 0	\$50	\$0	0.00%		
	Total			Drogram Joyol	\$0	\$33,210	\$31,349	\$0	\$1,907	(\$46)	,		
⊕ Be	yond the Bell-Credit Recovery-Su	mmer Sch									•		
	Total				\$0	\$55,790	\$6,620	\$0	\$53,111	(\$3,941)			

Negative available balances may require budget adjustments.

Detailed View (cont.)



	Los Angeles Unified School District Chool Spending Report Detail for all Programs can be expanded by clicking here.														
Schoo Name	chool lame 123401 SCHOOL A Group by: Program Name Collapse All Export ? Collapse all by														
							click	king	here.			Available	% Available		
#	Program Name	×	Program Code	Commitment Item	Commitment Item Description	Carryove	r Bud	lget	Payroll Encumbrances	Commitments (Encumbrances)	Actuals (Expenditures)	Balance (Payroll Encumbrance Deducted)	(Payroll Encumbrance Deducted)		
■ Acce	elerated Academic Literacy				,						,				
	Accelerated Academic Literacy	1	11448	110001	Teacher Salaries - Reg Assignment		\$0 \$1	3, <mark>57</mark> 6	\$ 13,576	\$0	\$0	\$0	0.00%		
	Accelerated Academic Literacy	1	11448	310101	STRS - Certificated		\$0 \$	51,120	\$1,120	\$0	\$0	\$0	0.00%		
	Accelerated Academic Literacy	1	11448	330102	Medicare - Certificated		\$0	\$197	\$197	\$0	\$0	\$0	0.00%		
	Accelerated Academic Literacy	1	11448	350101	Unemploy Insur - Certificated		\$0	\$173	\$ 173	\$0	\$0	\$ 0	0.00%		
	Accelerated Academic Literacy	1	11448	360101	Workers Comp - Certificated		\$0	\$401	\$401	\$0	\$0	\$ 0	0.00%		
	Total						\$0 \$1.	5,467	\$15,467	\$0	\$0	\$0			
	editation - Schools														
	Accreditation - Schools	1	14418	530001	Dues and Membership		\$0	\$810	\$0	\$0	\$0	\$810	100.00%		
	Total						\$0	\$810	\$0	\$0	\$0	\$810			
🖻 Athl	etics Sal/FB/TR/OE-Sch														
	Athletics Sal/FB/TR/OE-Sch	1	11081	110004	Teacher Salaries - Supple/Other		\$0 \$2	28,258	\$27,497	\$0	\$761	\$0	0.00%		
	Athletics Sal/FB/TR/OE-Sch	I	11081	120044	Health Services Salaries - Supple		\$0	\$888	\$0	\$0	\$934	(\$46)	-5.14%		
	Athletics Sal/FB/TR/OE-Sch	1	11081	310101	STRS - Certificated		\$0 \$	52 , 406	\$2,266	\$0	\$140	\$0	0.00%		
	Athletics Sal/FB/TR/OE-Sch	1	11081	330102	Medicare - Certificated		\$0	\$424	\$403	\$ 0	\$21	\$0	0.00%		
	Athletics Sal/FB/TR/OE-Sch	1	11081	350101	Unemploy Insur - Certificated		\$0	\$372	\$371	\$0	\$1	\$0	0.00%		
	Athletics Sal/FB/TR/OE-Sch	1	11081	360101	Workers Comp - Certificated		\$0	\$862	\$812	\$0	\$50	\$0	0.00%		
	Total						\$0 \$3.	3,210	\$31,349	\$0	\$1,907	(\$46)			

Group By



Los Angeles chool School Name 123401 SCHOOL A	Unified School District () Spending Repo Group by: Commitment Item Description Program Name Expand All Collepse All Program Name	•							
# Commitment Item Description	Commitment Item Description Commitment Item Description Commitment Item Code	Program Name	Carryover	Budget	Payroll Encumbrances	Commitments (Encumbrances)	Actuals (Expenditures)	Available Balance (Payroll Encumbrance Deducted)	% Available (Payroll Encumbrance Deducted)
 Advisory Committee Expenses 		Total	¢0	\$2.645	¢0	¢0	¢0	\$2.645	
 Bldgs & Improvement Of Bldgs 		TULAI	şu	<i>\$2,</i> 04J	φu	<i>30</i>	φu	<i>\$2,04J</i>	
	``	Total	\$490,548	\$1,349,647	\$0	\$0	\$0	\$1,349,647	
 Dues and Membership 	· · · · · · · · · · · · · · · · · · ·	Total	\$0	\$810	\$0	\$0	\$0	\$810	
© Food	This puts the Commitment	Total	\$0	\$0	\$0	\$11,898	\$40,773	(\$52,671)	
Food Services Salaries - Supple	Item Description column	Total	\$0	\$0	\$0	\$0	\$1.993	(\$1.993)	
Food Services Salaries-Regular	first. Now the "Total" line is		<i>40</i>	<i>40</i>	40	<i>40</i>	<i>+-,</i> ,,,,,,	(7-)- 50)	
	at the Commitment Item	Total	\$0	\$250,277	\$233,347	\$0	\$16,930	\$0	
Food Services Salaries-Sub/Relf	Description level instead of	Total	\$0	\$0	\$0	\$0	\$819	(\$819)	
General Supplies	the riogramievel.	T. 1. 1	<i></i>	±10.010	40	105	<i></i>	¢ 40, 470	
Guidance/Welfare Salaries-Reg		lotal	\$4,826	\$49,910	<i>\$0</i>	\$26	\$414	\$49,470	
Contract of the second se		Total	\$0	\$460,038	\$411,880	\$0	\$60,807	(\$12,648)	
• Guidance/Welfare Salaries-Subs									
		Total	\$0	\$0	\$0	<i>\$0</i>	\$123	(\$123)	

Group By (cont.)



	3	Los Angeles Unified School District () chool Spending Re	eport									
S N	chool Iame	1870001 LII INITINGTON Group by: PARK 1234 SCHOOL A	Collapse All Expo	t ?								
	#	Commitment Item Description	▲ Commitment Item	Program Code	* Program Name	Carryover	Budget	Payroll Encumbrances	Commitments (Encumbrances)	Actuals (Expenditures)	Available Balance (Payroll Encumbrance Deducted)	% Available (Payroll Encumbrance Deducted)
	Advis	sory Committee Expenses			Total	\$0	\$2,645	\$0	50	\$0	\$2,645	
٠	Bldg	s & Improvement Of Bklgs										
0	Dues	s and Membership	NOW DY 6	expanding you'll see the	Total	\$490,548	\$1,349,647	\$0	\$0	<i>\$0</i>	<i>\$1,349,647</i>	
			detail w	ithin each Commitment	Total	\$0	\$810	\$ 0	\$ 0	\$0	<u>\$810</u>	
e	FOOD		Item ()	you'll see the different	Total	\$0	\$0	\$ 0	\$11,898	\$40,773	(\$52,671)	
0	Food	Services Salaries - Supple			Tatal	¢0	60	<i>c</i> 7	<i>c</i> 0	c1 003	(61.002)	
0	Food	l Services Salaries-Regular	rograms	s where this Commitment	Total	\$0	\$U	\$U	\$0	\$1,993	(\$1,993)	
	Food	Coursings Coloring Calif.	tem was	budgeted or expended).	Total	\$0	\$250,277	\$233,347	\$0	<i>\$16,930</i>	\$0	
	FOOD	Services salar s-sub/ Kei			Total	\$0	\$0	\$ 0	\$ 0	\$819	(\$819)	
	Gerre	ral Supplies			D 14							
		General Supplies	430001	10541	Beyond the Bell-Credit Recovery- Summer Sch	\$0	\$250	\$0	\$0	\$0	\$250	100.00%
		General Supplies	430001	11476	Civic Center Permit Program	\$4,826	\$4,826	\$0	\$0	\$0	\$4,826	100.00%
		General Supplies	430001	13027	General Fund School Program	\$0	\$35,572	\$0	\$0	\$0	\$35,572	100.00%
		General Supplies	430001	13938	SDEP- Donations	\$0	\$1,750	\$0	\$0	\$0	\$1,750	100.00%
		General Supplies	430001	17120	Cafe Supplies	\$0	\$0	\$0	\$0	\$414	(\$414)	x
		General Supplies	430001	75536	CE-Eco Impact Aid/Dis Bil Dir	\$0	\$0	\$0	\$26	\$0	(\$26)	x
		General Supplies	430001	7V603	CE-EIA/LEP- Sup Intrvn Serv-Sch	\$0	\$7,512	\$0	\$0	\$0	\$7,512	100.00%
					Total	\$4,826	\$49,910	\$0	\$26	\$414	\$49,470	

Export



Si	chool	Los Angeles ChOOL 1234 SCHOOL A 107 0001 HONTINGTON PARK SH	Unified Spo Jup by Commitment	I School endi nt Item Description	District () ng Ro ng Ro	epor	t Export Y	ó		To exp Exce "Ex	port the dat el, click on t port" buttor	a to he n.		
	#	Commitment Item Description	.	Commitment Item	Program Code	T.	Program Name	Carryover	Budget	Payroll Encumbrances	Commitments (Encumbrances)	Actuals (Expenditures)	Available Balance (Payroll Encumbrance Deducted)	% Available (Payroll Encumbrance Deducted)
÷	Adviso	ory Committee Expenses										, in the second s		
							Total	\$0	\$2,645	\$0	\$0	\$0	\$2,645	
÷	Bldgs 8	& Improvement Of Bldgs												
							Total	\$490,548	\$1,349,647	\$0	\$0	\$0	\$1,349,647	
÷	Dues a	nd Membership							1					
	F		_	_			Total	<i>\$0</i>	\$810	<i>\$0</i>	\$0	\$0	\$810	
÷	FOOD						Total	¢0	¢0	¢0	¢11.000	¢40 772	(452 671)	
(+)	Food	ervices Salaries - Supple					TULAI	<i>\$0</i>	\$0	\$0	\$11,898	\$40,773	(\$32,071)	
	1000 3	arnaes summes - Supple					Total	\$0	\$0	\$0	\$0	\$1,993	(\$1,993)	
+	Food S	ervices Salaries-Regular						φU	<i>40</i>	<i>40</i>	<i>40</i>	<i>41</i> ,555	(42)550)	
							Total	\$0	\$250,277	\$233,347	\$0	\$16,930	\$0	
÷	Food S	ervices Salaries-Sub/Relf						,						
							Total	\$0	\$0	\$0	\$0	\$819	(\$819)	
÷	Genera	al Supplies												
							Total	\$4,826	\$49,910	\$0	\$26	\$414	\$49,470	
÷	Guidar	nce/Welfare Salaries-Reg												
							Total	\$0	\$460,038	\$411,880	<i>\$0</i>	\$60,807	(\$12,648)	