



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

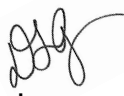
GRETCHEN WHITMER  
GOVERNOR

MICHAEL F. RICE, Ph.D.  
STATE SUPERINTENDENT

**MEMORANDUM**

**DATE:** February 6, 2025

**TO:** Local and Intermediate School District Superintendents  
Public School Academy Directors

**FROM:** Dr. Diane Golzynski, Deputy Superintendent   
Division of Business, Health, and Library Services

**SUBJECT:** Michigan Public School Accounting Manual (Bulletin 1022)  
CHANGE NOTICE #34

The Michigan Public School Accounting Manual (Bulletin 1022) serves as a mandatory guide to the uniform classification and recording of accounting transactions for Michigan public school districts, both traditional public school districts and public school academies. The purpose of this correspondence is to transmit Michigan Public School Accounting Manual Change Notice #34.

The information on page three of this memorandum provides details for pages in the manual that have changed. You may print those pages from the Michigan Department of Education (MDE) website. Please communicate these changes to others in your district who may have copies of the Michigan Public School Accounting Manual to ensure all accounting manuals within the district are current. The entire manual, along with this change notice, is available electronically on the [Michigan Public School Accounting Manual](#) page of the MDE website.

The Michigan Public School Accounting Manual contains the state-prescribed chart of accounts to be used by all public school districts in Michigan. According to Section 1281 of the Revised School Code (MCL 380.1281):

*1) The department shall:*

*a) Require each board, each public school academy board of directors, each intermediate school board, and the officers of each of those boards to observe the laws relating to schools.*

**AND**

*c) Prescribe appropriate uniform pupil and financial accounting records for use in school districts, public school academies, and intermediate school districts and promulgate rules for their adoption.*

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MDE may examine and audit the official records and accounts of intermediate school districts, local education agencies, both traditional public school districts and public school academies, and may compel proper accounting by legal action instituted by direction of the state attorney general.

MDE staff and members of the Michigan Public School Accounting Manual referent group will continue to ensure uniformity in the recording and reporting of Michigan public school district accounting transactions via updates to this manual.

**Unless otherwise required, the changes listed in Change Notice #34 are for implementing during the school fiscal year 2025-26. Earlier application of these changes is encouraged.**

If you have questions concerning the Michigan Public School Accounting Manual, please contact Christopher May at 517-335-1263 or [MayC@michigan.gov](mailto:MayC@michigan.gov).

cc: Michigan Education Alliance  
Confederation of Michigan Tribal Education Departments

**Change Notice #34**

<b>Section</b>	<b>Sub-Section</b>	<b>Change</b>	<b>Discard Page #</b>	<b>Add Page #</b>
Appendix	Balance Sheet Major Class Codes	Added Major Class Code 297	8	8
Appendix	Expenditure Object Codes	Revised Allowable Functions of Object Codes 3910, 3920, 3930, and 3990	43	43
Appendix	Expenditure Object Codes	Added Object Code 5740	46	46
Appendix	Grant Codes	Updated Grant Codes (additional page added)	56-66	56-67