

**OKALOOSA COUNTY SCHOOL DISTRICT  
DISTRICT LEVEL - COST CENTER BUDGETS  
FISCAL YEAR 2005-2006**

**DEPARTMENT:** School Food Service

**COST CENTER:** 9008

**COST CENTER DESCRIPTION:**

Responsible for all food service operations; responsible for quality, variety and financial performances.

**FUND SOURCE:** Other Special Revenue Fund-Food Service (Fund 5020)

**APPROPRIATIONS AND STAFFING:**

<b>APPROPRIATIONS</b>				
<b>Object Group Number</b>	<b>Object Group Name</b>	<b>Original 2004-2005 Appropriation</b>	<b>2005-2006 Appropriation</b>	<b>\$ Increase (Decrease)</b>
100 / 200	<b>Salaries &amp; Benefits</b>			
	Administrative/Maneria	\$ 590,159	\$ 649,459	\$ 59,300
	Instructiona	-	-	-
	Non-Instructiona	668,574	635,836	(32,738)
	<b>Subtotal - Salaries &amp; Benefit</b>	1,258,733	1,285,295	26,562
300	<b>Purchased Service</b>	205,328	272,009	66,681
400	<b>Energy Services</b>	112,600	132,920	20,320
500	<b>Materials &amp; Supplies</b>	198,371	(691,071)	(889,442)
600	<b>Capital Outlay</b>	88,500	51,000	(37,500)
700	<b>Other Expenses</b>	501,660	290,010	(211,650)
900	<b>Transfers/Reserves</b>	-	700,000	700,000
	<b>Total Combined Appropriatio:</b>	\$ 2,365,192	\$ 2,040,163	\$ (325,029)

<b>STAFFING</b>			
	<b>2004-2005 Recommendation</b>	<b>2005-2006 Recommendation</b>	<b># Increase (Decrease)</b>
Administrative/Maneria	13.00	13.26	0.26
Instructiona	-	-	-
Non-Instructiona	26.00	26.00	-
<b>Total Staff</b>	39.00	39.26	0.26

**OTHER INFORMATION:**

The Chief Officer - Educational Support Services is the approving authority.

SCHOOL DISTRICT OF OKALOOSA COUNTY  
 BUDGET ADJUSTMENT SHEET  
 FISCAL YEAR 2005-2006

MIS 3176

COST CENTER NAME: SCHOOL FOOD SERVICE

CENTER NUMBER: 9008

PROJECT NAME: DISCRETIONARY

PROJECT NUMBER: BLANK

OBJ	OBJECT NAME/DESCRIPTION	FUNC	FUNCTION NAME	AMOUNT REQUESTED	ADJUSTMENT	PROPOSED FINAL BUDGET
0310	PROFESSIONAL & TECHNICAL SERVICE Horizon training and Titan Services	7610	FOOD SERVICES - DEPARTMENT	\$ 50,000		\$ 50,000
0330	IN COUNTY TRAVEL Estimated travel to schools	7610	FOOD SERVICES - DEPARTMENT	6,000		6,000
0331	OUT OF COUNTY TRAVEL Estimated travel to workshops and conferences	7610	FOOD SERVICES - DEPARTMENT	2,500		2,500
0350	REPAIR AND MAINTENANCE Repair Cost	7610	FOOD SERVICES - DEPARTMENT	30,000		30,000
0354	VEHICLE REPAIR/MAINTENANCE Maintenance /repair of delivery trucks	7610	FOOD SERVICES - DEPARTMENT	3,500		3,500
0360	LEASE AND RENTAL AGREEMENTS Copier lease agreement	7610	FOOD SERVICES - DEPARTMENT	4,500		4,500
0363	SEAT MANAGED - COMPUTERS Estimated for all of Food Service	7610	FOOD SERVICES - DEPARTMENT	126,000		126,000
0370	POSTAGE/SHIPPING/TELEGRAM Estimated postage for combined Food Service	7610	FOOD SERVICES - DEPARTMENT	2,000		2,000
Sub-Total (Page 1 Only)				\$ 224,500	\$ -	\$ 224,500
GRAND TOTAL				\$ 5,061,909	\$ (5,007,041)	\$ 56,869

SCHOOL DISTRICT OF OKALOOSA COUNTY  
 BUDGET ADJUSTMENT SHEET  
 FISCAL YEAR 2005-2006

MIS 3176

COST CENTER NAME: SCHOOL FOOD SERVICE

CENTER NUMBER: 9008

PROJECT NAME: DISCRETIONARY

PROJECT NUMBER: BLANK

OBJ	OBJECT NAME/DESCRIPTION	FUNC	FUNCTION NAME	AMOUNT REQUESTED	ADJUSTMENT	PROPOSED FINAL BUDGET
0371	TELEPHONE Estimated phone service for combined Food Service	7610	FOOD SERVICES - DEPARTMENT	\$ 77		\$ 77
0373	TELEPHONE LONG DISTANCE Estimated cost long distance-Nutrition Center	7610	FOOD SERVICES - DEPARTMENT	2,000		2,000
0375	CELLULAR TELEPHONE Estimated cost for cellulars-Nutrition Center	7610	FOOD SERVICES - DEPARTMENT	7,500		7,500
0381	WATER AND SEWAGE Estimated for Food Service	7610	FOOD SERVICES - DEPARTMENT	2,760		2,760
0382	GARBAGE Estimated garbage for Food Services	7610	FOOD SERVICES - DEPARTMENT	172		172
0390	OTHER PURCHASED SVC-PRINT/COPY Estimated printing and copying	7610	FOOD SERVICES - DEPARTMENT	4,000		4,000
0392	SHIPPING CHARGES Estimated shipping charges for Food Service	7610	FOOD SERVICES - DEPARTMENT	24,000		24,000
0393	CONTRACTS-NONPROFESSIONAL SVC Pest control, fire inspection-Food Service	7610	FOOD SERVICES - DEPARTMENT	7,000		7,000
Sub-Total (Page 2 Only)				\$ 47,509	\$ -	\$ 47,509
GRAND TOTAL				\$ 5,061,909	\$ (5,007,041)	\$ 56,869

SCHOOL DISTRICT OF OKALOOSA COUNTY  
 BUDGET ADJUSTMENT SHEET  
 FISCAL YEAR 2005-2006

MIS 3176

COST CENTER NAME: SCHOOL FOOD SERVICE

CENTER NUMBER: 9008

PROJECT NAME: DISCRETIONARY

PROJECT NUMBER: BLANK

OBJ	OBJECT NAME/DESCRIPTION	FUNC	FUNCTION NAME	AMOUNT REQUESTED	ADJUSTMENT	PROPOSED FINAL BUDGET
0410	NATURAL GAS Estimated natural gas-Nutrition Center	7610	FOOD SERVICES - DEPARTMENT	\$ 23,000		\$ 23,000
0430	ELECTRICITY Estimated electricity-Food Service	7610	FOOD SERVICES - DEPARTMENT	90,180		90,180
0450	GASOLINE Estimated cost of gasoline for generators	7610	FOOD SERVICES - DEPARTMENT	1,840		1,840
0460	DIESEL FUEL Estimated fuel for delivery trucks	7610	FOOD SERVICES - DEPARTMENT	17,900		17,900
0510	SUPPLIES Estimated office and cleaning supplies-Food Service	7610	FOOD SERVICES - DEPARTMENT	473		473
0540	OIL AND GREASE Estimated oil for delivery trucks	7610	FOOD SERVICES - DEPARTMENT	1,000		1,000
0550	REPAIR PARTS Estimated repairs for equipment-Food Center	7610	FOOD SERVICES - DEPARTMENT	15,000		15,000
0560	TIRES AND TUBES Estimated cost for tires-delivery trucks	7610	FOOD SERVICES - DEPARTMENT	4,000		4,000
Sub-Total (Page 3 Only)				\$ 153,393	\$ -	\$ 153,393
GRAND TOTAL				\$ 5,061,909	\$ (5,007,041)	\$ 56,869

SCHOOL DISTRICT OF OKALOOSA COUNTY  
 BUDGET ADJUSTMENT SHEET  
 FISCAL YEAR 2005-2006

MIS 3176

COST CENTER NAME: SCHOOL FOOD SERVICE

CENTER NUMBER: 9008

PROJECT NAME: DISCRETIONARY

PROJECT NUMBER: BLANK

OBJ	OBJECT NAME/DESCRIPTION	FUNC	FUNCTION NAME	AMOUNT REQUESTED	ADJUSTMENT	PROPOSED FINAL BUDGET
0570	FOOD Estimated food to be purchased by Nutrition Center	7610	FOOD SERVICES - DEPARTMENT	\$ 1,685,255	\$ (264,000)	\$ 1,421,255
0572	MILK PURCHASES Estimated cost of milk and other dairy products used at Nutrition Center and cafeterias	7610	FOOD SERVICES - DEPARTMENT	670,147	(102,000)	568,147
0575	FOOD - CENTRAL PURCHASES SCHOOLS	7610	FOOD SERVICES - DEPARTMENT	1,499,285	(234,000)	1,265,285
0579	FOOD DISTRIBUTED TO SCHOOLS Estimated cost of food shipped and distributed to schools	7610	FOOD SERVICES - DEPARTMENT		(4,211,231)	(4,211,231)
0590	OTHER MATERIALS AND SUPPLIES Estimated cost of non-food items; i.e., cafeteria trays, paper towels, kitchen ware, etc.	7610	FOOD SERVICES - DEPARTMENT	120,000		120,000
0595	NON-FOOD CENTRAL PURCHASE SCH. Estimated non-food items delivered to schools from Nutrition Center	7610	FOOD SERVICES - DEPARTMENT	205,000	(80,000)	125,000
0641	EQUIPMENT/FIXED ASSETS (OVER \$1,000) Estimated cost of unanticipated purchase of replacement equipment	7610	FOOD SERVICES - DEPARTMENT	35,000		35,000
0642	EQUIPMENT (UNDER \$1,000) Estimated cost of unanticipated purchase of small equipment	7610	FOOD SERVICES - DEPARTMENT	15,000		15,000
Sub-Total (Page 4 Only)				\$ 4,229,687	\$ (4,891,231)	\$ (661,544)
GRAND TOTAL				\$ 5,061,909	\$ (5,007,041)	\$ 56,869

SCHOOL DISTRICT OF OKALOOSA COUNTY  
 BUDGET ADJUSTMENT SHEET  
 FISCAL YEAR 2005-2006

MIS 3176

COST CENTER NAME: SCHOOL FOOD SERVICE

CENTER NUMBER: 9008

PROJECT NAME: DISCRETIONARY

PROJECT NUMBER: BLANK

OBJ	OBJECT NAME/DESCRIPTION	FUNC	FUNCTION NAME	AMOUNT REQUESTED	ADJUSTMENT	PROPOSED FINAL BUDGET
0643	CAPITALIZED COMPUTER HARDWARE (OVER \$1,000) Estimated cost of unanticipated computer hardware over \$100	7610	FOOD SERVICES - DEPARTMENT	\$ 2,000	\$ (2,000)	\$ -
0644	COMPUTER HARDWARE (UNDER \$1,000) Estimated cost of unanticipated computer hardware under \$1000	7610	FOOD SERVICES - DEPARTMENT	1,000	(1,000)	\$ -
0684	REPLACEMENT ROOFING & SYSTEMS	7610	FOOD SERVICES - DEPARTMENT	1,000	(1,000)	\$ -
0693	SOFTWARE SUBSCRIPTIONS	7610	FOOD SERVICES - DEPARTMENT	1,000		\$ 1,000
0730	DUES AND FEES Dues and fees - Health Department-Association dues	7610	FOOD SERVICES - DEPARTMENT	\$ 12,000		\$ 12,000
0750	OTHER PERSONNEL SERVICES (TEMP) Temps and substitutes	7610	FOOD SERVICES - DEPARTMENT	140,000	(2,001)	\$ 137,999
0791	INDIRECT COST	7610	FOOD SERVICES - DEPARTMENT	249,320	(109,809)	\$ 139,511
0792	STATE SALES TAX State sales tax - Catering funds	7610	FOOD SERVICES - DEPARTMENT	500		\$ 500
Sub-Total (Page 5 Only)				\$ 406,820	\$ (115,810)	\$ 291,010
GRAND TOTAL				\$ 5,061,909	\$ (5,007,041)	\$ 56,869







**OKALOOSA COUNTY SCHOOL DISTRICT**  
**Department Staffing Summary**  
**Fiscal Year 2005-2006**

**MIS 3390**

<b>Department Name:</b>	<b>School Food Service</b>
<b>Cost Center No.:</b>	<b>9008</b>
<b>Project Name:</b>	<b>Regular Operations - Departments</b>
<b>Fund Number :</b>	<b>1010</b>
<b>Project Number:</b>	<b>N/A</b>
<b>Type Funding:</b>	<b>Non-Restricted/Non-Categorical</b>

**Section A**

<b>Current Positions:</b>					
<b>Job Title</b>		<b># of Positions</b>		<b>Average Cost</b>	<b>Total Cost</b>
Specialist - School Site Operations - 12 Month		1.00			84,496
Specialist - Other - 12 Month		1.00			63,762
Central Kitchen Worker - 191 Days - 7.0 Hours		17.00			372,063
District Level Secretary - 12 Month		1.00			37,328
Delivery Personnel - Media/Whse. - 9 Month		1.00			22,056
Delivery Personnel - Media/Whse. - 12 Month		4.00			133,170
Plant Operator - 12 Month		1.00			35,549
Central Kitchen Worker - 191 Days - 3.0 Hours		1.00			6,717
Central Kitchen Production Manager -227 Days		1.00			43,473
Quality Control Manager - 227 Days		1.00			51,921
Central Kitchen Supervisor -196 Days		5.00			158,252
Warehouse Manager - 12 Month		1.00			51,921
School Custodian Full Time II - 10 Month		1.00			26,952
Manager-Free & Reduced Program		1.00			52,562
Manager-Staff Training & Development		1.00			43,822
Specialist - Central Production Facility - 12 Month		1.00			68,257
<b>Since Last Fiscal Year</b>		<b>39.00</b>			<b>1,252,301</b>

**Section B**

<b>Request for Additions, Deletions and/or Changes</b>					
<b>(attach narrative justification)</b>					
<b>Job Title</b>	<b>Type*</b>	<b># of Positions</b>		<b>Average Cost</b>	<b>Total Cost</b>
Specialist - Other - 12 Month - 2.25 hours	A	0.26	a		30,993
Quality Control Manager - 227 Days	C	(1.00)	b		(51,921)
Quality Control Manager - 254 Days	C	1.00	b		51,921
Central Kitchen Production Manager -227 Days	C	(1.00)	b		(43,473)
Central Kitchen Production Manager -254 Days	C	1.00	b		43,473
<b>(B) Total Additions, Deletions and/or Changes</b>		<b>0.26</b>			<b>30,993</b>

**Section C**

<b>Department Total (Section A &amp; B)</b>		<b>39.26</b>			<b>1,283,294</b>
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- (a) Add one (1) Specialist - Other 2.25 hours per department request.
- (b) Changes to better utilize functions of the department.

**\*Note:**  
**A=Add, C=Change, D=Delete, T=Transferred, E=Error Correction**