

**OKALOOSA COUNTY SCHOOL DISTRICT
DISTRICT LEVEL - COST CENTER BUDGETS
FISCAL YEAR 2006-2007**

DEPARTMENT: School Food Service - Department & All Schools Combined

COST CENTER: Department 9008 & All Schools

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:

APPROPRIATIONS				
Object Group Number	Object Group Name	Original 2005-2006 Appropriation	2006-2007 Appropriation	\$ Increase (Decrease)
100 / 200	Salaries & Benefits			
	Administrative/Managerial	\$ 1,798,195	\$ 1,699,125	\$ (99,070)
	Instructional	-	-	-
	Non-Instructional	2,558,058	2,647,199	89,141
	Subtotal - Salaries & Benefits	<u>4,356,253</u>	<u>4,346,324</u>	<u>(9,929)</u>
300	Purchased Service	300,762	246,518	(54,244)
400	Energy Services	132,920	177,000	44,080
500	Materials & Supplies	3,574,705	3,998,200	423,495
600	Capital Outlay	51,000	78,000	27,000
700	Other Expenses	290,010	270,296	(19,714)
900	Transfers/Reserves	700,000	83,662	(616,338)
	Total Combined Appropriation	<u>\$ 9,405,650</u>	<u>\$ 9,200,000</u>	<u>\$ (205,650)</u>

STAFFING			
	2005-2006 Recommendation	2006-2007 Recommendation	# Increase (Decrease)
Administrative/Managerial	52.00	45.26	(6.74)
Instructional	-	-	-
Non-Instructional	175.00	162.00	(13.00)
Total Staff	<u>227.00</u>	<u>207.26</u>	<u>(19.74)</u>

OTHER INFORMATION:

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

SCHOOL DISTRICT OF OKALOOSA COUNTY
BUDGET ADJUSTMENT SHEET
FISCAL YEAR 2006-2007

MIS 3176

COST CENTER NAME: SCHOOL FOOD SERVICE
PROJECT NAME: DISCRETIONARY

CENTER NUMBER: 9008
PROJECT NUMBER: N/A

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	\$ 15,000	\$ 69,998	\$ 84,998
0330	IN COUNTY TRAVEL Estimated travel to schools	7610	FOOD SERVICES - DEPARTMENT	5,500		5,500
0331	OUT OF COUNTY TRAVEL Estimated travel to workshops and conferences	7610	FOOD SERVICES - DEPARTMENT	1,000		1,000
0350	REPAIR AND MAINTENANCE Repair cost	7610	FOOD SERVICES - DEPARTMENT	12,000		12,000
0354	VEHICLE REPAIR/MAINTENANCE Maintenance/repair of delivery trucks	7610	FOOD SERVICES - DEPARTMENT	1,000		1,000
0357	SUPPORT MANAGED - COMPUTERS Estimate to cover school POS computers	7610	FOOD SERVICES - DEPARTMENT	13,500		13,500
0363	SEAT MANAGED - COMPUTERS Estimate to cover school managers' computers	7610	FOOD SERVICES - DEPARTMENT	33,320		33,320
0370	POSTAGE/SHIPPING/TELEGRAM Estimated postage for combined Food Service	7610	FOOD SERVICES - DEPARTMENT	1,000		1,000
Sub-Total (Page 1 Only)				\$ 82,320	\$ 69,998	\$ 152,318
GRAND TOTAL				\$ 5,005,440	\$ (150,049)	\$ 4,855,391

SCHOOL DISTRICT OF OKALOOSA COUNTY
 BUDGET ADJUSTMENT SHEET
 FISCAL YEAR 2006-2007

MIS 3176

COST CENTER NAME: SCHOOL FOOD SERVICE
 PROJECT NAME: DISCRETIONARY

CENTER NUMBER: 9008
 PROJECT NUMBER: N/A

OBJ	OBJECT NAME/DESCRIPTION	FUNC	FUNCTION NAME	AMOUNT REQUESTED	ADJUSTMENT	PROPOSED FINAL BUDGET
0371	TELEPHONE Estimate for combined Food Service	7610	FOOD SERVICES - DEPARTMENT	\$ 7,000		\$ 7,000
0373	TELEPHONE LONG DISTANCE Estimated Cost - Nutrition Center	7610	FOOD SERVICES - DEPARTMENT	1,000		1,000
0375	CELLULAR TELEPHONE Estimate for cell users - Nutrition Center	7610	FOOD SERVICES - DEPARTMENT	7,800	(1,000)	6,800
0381	WATER AND SEWAGE Estimate for Food Service	7610	FOOD SERVICES - DEPARTMENT	3,300		3,300
0382	GARBAGE Estimate for combined Food Service	7610	FOOD SERVICES - DEPARTMENT	60,000		60,000
0390	OTHER PURCHASED SVC-PRINT/COPY Estimate for printing and copying	7610	FOOD SERVICES - DEPARTMENT	8,000	(3,000)	5,000
0391	LAUNDRY / LINEN - SCH FD SVC Estimate for laundering of table cloths and napkins used in catering	7610	FOOD SERVICES - DEPARTMENT	500	(400)	100
0392	SHIPPING CHARGES Estimated charges for Food Service	7610	FOOD SERVICES - DEPARTMENT	500	(500)	-
Sub-Total (Page 2 Only)				\$ 88,100	\$ (4,900)	\$ 83,200
GRAND TOTAL				\$ 5,005,440	\$ (150,049)	\$ 4,855,391

SCHOOL DISTRICT OF OKALOOSA COUNTY
BUDGET ADJUSTMENT SHEET
FISCAL YEAR 2006-2007

MIS 3176

COST CENTER NAME: SCHOOL FOOD SERVICE
PROJECT NAME: DISCRETIONARY

CENTER NUMBER: 9008
PROJECT NUMBER: N/A

OBJ	OBJECT NAME/DESCRIPTION	FUNC	FUNCTION NAME	AMOUNT REQUESTED	ADJUSTMENT	PROPOSED FINAL BUDGET
0393	CONTRACTS-NONPROFESSIONAL SVC Pest control and fire inspection - Food Service	7610	FOOD SERVICES - DEPARTMENT	\$ 16,000	\$ (5,000)	\$ 11,000
0410	NATURAL GAS Estimate natural gas - Nutrition Center	7610	FOOD SERVICES - DEPARTMENT	45,000	(5,000)	40,000
0430	ELECTRICITY Estimate electricity - Food Service	7610	FOOD SERVICES - DEPARTMENT	110,000		110,000
0450	GASOLINE Estimate for gasoline for generators	7610	FOOD SERVICES - DEPARTMENT	5,000		5,000
0460	DIESEL FUEL Estimate fuel for delivery trucks	7610	FOOD SERVICES - DEPARTMENT	22,000		22,000
0510	SUPPLIES Estimate office and cleaning supplies - Food Service	7610	FOOD SERVICES - DEPARTMENT	50,000		50,000
0550	REPAIR PARTS Estimate repairs for equipment - Food Service	7610	FOOD SERVICES - DEPARTMENT	8,000		8,000
0570	FOOD Estimated food to be purchased by Nutrition Center	7610	FOOD SERVICES - DEPARTMENT	3,120,200		3,120,200
Sub-Total (Page 3 Only)				\$ 3,376,200	\$ (10,000)	\$ 3,366,200
GRAND TOTAL				\$ 5,005,440	\$ (150,049)	\$ 4,855,391

SCHOOL DISTRICT OF OKALOOSA COUNTY
 BUDGET ADJUSTMENT SHEET
 FISCAL YEAR 2006-2007

MIS 3176

COST CENTER NAME: SCHOOL FOOD SERVICE

CENTER NUMBER: 9008

PROJECT NAME: DISCRETIONARY

PROJECT NUMBER: N/A

OBJ	OBJECT NAME/DESCRIPTION	FUNC	FUNCTION NAME	AMOUNT REQUESTED	ADJUSTMENT	PROPOSED FINAL BUDGET
0572	MILK PURCHASES Estimate of milk and other dairy used at Nutrition Center & cafeterias	7610	FOOD SERVICES - DEPARTMENT	\$ 700,000	\$ (200,000)	\$ 500,000
0590	OTHER MATERIALS AND SUPPLIES Estimate of non-food related items to Central Kitchen; i.e., food trays, etc.	7610	FOOD SERVICES - DEPARTMENT	320,000		320,000
0641	EQUIPMENT/FIXED ASSETS (OVER \$1,000) Estimate cost of unanticipated purchase of replacement equipment	7610	FOOD SERVICES - DEPARTMENT	35,000	(15,000)	20,000
0642	EQUIPMENT (UNDER \$1,000) Estimate cost of unanticipated purchase of small equipment	7610	FOOD SERVICES - DEPARTMENT	18,000	(4,000)	14,000
0643	CAPITALIZED COMPUTER HARDWARE (OVER \$1,000) Estimate cost of unanticipated computer hardware over \$1,000	7610	FOOD SERVICES - DEPARTMENT	2,000		2,000
0644	COMPUTER HARDWARE (UNDER \$1,000) Estimate cost of unanticipated computer hardware under \$1,000	7610	FOOD SERVICES - DEPARTMENT	1,000		1,000
0684	REPLACEMENT ROOFING & SYSTEMS	7610	FOOD SERVICES - DEPARTMENT	1,000		1,000
0730	DUES AND FEES Dues and fees - Health Department, association dues, and SunPass	7610	FOOD SERVICES - DEPARTMENT	12,000		12,000
Sub-Total (Page 4 Only)				\$ 1,089,000	\$ (219,000)	\$ 870,000
GRAND TOTAL				\$ 5,005,440	\$ (150,049)	\$ 4,855,391

**OKALOOSA COUNTY SCHOOL DISTRICT
Department Staffing Summary
Fiscal Year 2006-2007**

MIS 3390

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

Section A

Current Positions:					
Job Title		# of Positions		Average Cost	Total Cost
Specialist - School Site Operations - 12 Month		1.00			90,386
Specialist - Other - 12 Month		1.00			69,998
Specialist - Other - 12 Month - 2.25 Hrs.		0.26			14,089
Specialist - Central Production Facility - 12 Month		1.00			69,998
Central Kitchen Worker - 191 Days - 7.0 Hrs.		17.00			399,605
District Level Secretary - 12 Month		1.00			40,750
Delivery Personnel - Media/Whse. - 9 Month		1.00			23,995
Delivery Personnel - Media/Whse. - 12 Month		4.00			147,886
Plant Operator - 12 Month		1.00			38,823
Central Kitchen Worker - 191 Days - 3.0 Hrs.		1.00			11,426
Central Kitchen Production Manager -254 Days		1.00			48,750
Quality Control Manager - 254 Days		1.00			54,938
Central Kitchen Supervisor -196 Days		5.00			176,444
Warehouse Manager - 12 Month		1.00			55,394
School Custodian Full Time II - 10 Month		1.00			29,296
Manager - Free & Reduced Program		1.00			56,040
Manager - Staff Training & Development		1.00			52,614
Since Last Fiscal Year		39.26			1,380,432

Section B

Request for Additions, Deletions and/or Changes					
(attach narrative justification)					
Job Title	Type*	# of Positions		Average Cost	Total Cost
District Level Clerks - 10 Month	A	1.00	a		26,844
District Level Clerks - 12 Month	C	1.00	a		29,923
Central Kitchen Worker - 191 Days - 3.0 Hrs.	D	(1.00)	a		(11,426)
Central Kitchen Production Manager -254 Days	D	(1.00)	a		(48,750)
Quality Control Manager - 254 Days	D	(1.00)	a		(54,938)
Specialist - Other - 12 Month	D	(1.00)	b		(69,998)
(B) Total Additions, Deletions and/or Changes		(2.00)			(128,345)

Section C

Department Total (Section A & B)	37.26			1,252,087
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- (a) Changes to better utilize functions of the department.
- (b) Eliminate one (1) Specialist position. Accounting functions will be purchased from Finance for Fiscal Year 2006-2007. The estimated cost of Finance providing the service has been temporarily budgeted in object code 0310 - Professional and Technical Services.

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

OKALOOSA COUNTY SCHOOL DISTRICT
Department Staffing Summary
Fiscal Year 2006-2007

MIS 3390

Department Name: School Food Service - ALL SCHOOLS
Cost Center No.: Various
Project Name: Regular Operations - Departments
Fund Number : 1010
Project Number: N/A
Type Funding: Non-Restricted/Non-Categorical

Section A

Current Positions:					
Job Title		# of Positions		Average Cost	Total Cost
Assistant Lunchroom Managers		1.00			\$ 27,715
Lunchroom Workers - 189 Days		68.00			545,742
Lunchroom Workers - 191 Days		81.00			1,498,660
Cafeteria Managers		37.00			1,252,481
Since Last Fiscal Year		187.00			\$ 3,324,598

Section B

Request for Additions, Deletions and/or Changes					
(attach narrative justification)					
Job Title	Type*	# of Positions		Average Cost	Total Cost
Cafeteria Managers	D	(4.00)	a		\$ (123,221)
Lunchroom Workers - 189 Days	D	(9.00)	a		(38,395)
Lunchroom Workers - 191 Days	D	(5.00)	a		(97,645)
Assistant Lunchroom Managers	D	(1.00)	a		(27,715)
Quality Control Manager	A	1.00	a		54,900
(B) Total Additions, Deletions and/or Changes		(18.00)			\$ (232,076)

Section C

Department Total (Section A & B)		169.00			\$ 3,092,522
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(a) Changes per School Food Service.

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