

School District of Okaloosa County
SUMMARY LEVEL PROJECT BUDGETS
FISCAL YEAR 2007-2008

DEPARTMENT: School Food Service - Departments & All Schools Combined

COST CENTER: Department 9008 & All Schools

COST CENTER DESCRIPTION:

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

FUND SOURCE:

APPROPRIATIONS AND STAFFING:

APPROPRIATIONS				
Object Group Number	Object Group Name	Original 2006-2007 Appropriation	2007-2008 Appropriation	\$ Increase (Decrease)
100 / 200	Salaries & Benefits			
	Administrative/Managerial	\$ 1,699,125	\$ 2,021,904	\$ 322,779
	Instructional	-	-	-
	Non-Instructional	2,647,199	2,718,779	71,580
	Subtotal - Salaries & Benefits	<u>4,346,324</u>	<u>4,740,683</u>	<u>394,359</u>
300	Purchased Service	246,518	262,550	16,032
400	Energy Services	177,000	194,250	17,250
500	Materials & Supplies	3,998,200	3,469,521	(528,679)
600	Capital Outlay	78,000	132,000	54,000
700	Other Expenses	270,296	322,537	52,241
900	Transfers/Reserves	<u>83,662</u>	<u>67,157</u>	<u>(16,505)</u>
	Total Combined Appropriation	<u>\$ 9,200,000</u>	<u>\$ 9,188,698</u>	<u>\$ (11,302)</u>

STAFFING			
	2006-2007 Recommendation	2007-2008 Recommendation	# Increase (Decrease)
Administrative/Managerial	45.26	44.60	(0.66)
Instructional	-	-	-
Non-Instructional	<u>162.00</u>	<u>153.00</u>	<u>(9.00)</u>
Total Staff	<u>207.26</u>	<u>197.60</u>	<u>(9.66)</u>

OTHER INFORMATION:

The Director - School Food Service is the approving authority.

SCHOOL DISTRICT OF OKALOOSA COUNTY
 BUDGET ADJUSTMENT SHEET
 FISCAL YEAR 2007-2008

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 Titan services, Horizon training, and CRE assistance	7610	FOOD SERVICES - DEPARTMENT	\$ 35,000		\$ 35,000
0330	IN COUNTY TRAVEL Estimated travel to and from cafeterias	7610	FOOD SERVICES - DEPARTMENT	5,000		5,000
0331	OUT OF COUNTY TRAVEL Estimated travel to workshops and conferences	7610	FOOD SERVICES - DEPARTMENT	5,000		5,000
0350	REPAIR AND MAINTENANCE Food Service equipment repair and maintenance cost	7610	FOOD SERVICES - DEPARTMENT	31,500		31,500
0357	SUPPORT MANAGED - COMPUTERS Estimate to cover schools POS computers	7610	FOOD SERVICES - DEPARTMENT	4,000		4,000
0363	SEAT MANAGED - COMPUTERS Estimate to cover Central Kitchen and managers' computers	7610	FOOD SERVICES - DEPARTMENT	85,000		85,000
0370	POSTAGE/SHIPPING/TELEGRAM Estimated postage for Food Service	7610	FOOD SERVICES - DEPARTMENT	500		500
0371	TELEPHONE Estimated use for Central Kitchen and cafeterias telephone services	7610	FOOD SERVICES - DEPARTMENT	9,000		9,000
Sub-Total (Page 1 Only)				\$ 175,000	\$ -	\$ 175,000
GRAND TOTAL				\$ 4,454,515	\$ -	\$ 4,454,515

SCHOOL DISTRICT OF OKALOOSA COUNTY
BUDGET ADJUSTMENT SHEET
FISCAL YEAR 2007-2008

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
0373	TELEPHONE LONG DISTANCE Estimates for Central Kitchen	7610	FOOD SERVICES - DEPARTMENT	\$ 300		\$ 300
0375	CELLULAR TELEPHONE Estimates for Central Kitchen cell users	7610	FOOD SERVICES - DEPARTMENT	5,000		5,000
0381	WATER AND SEWAGE Estimates for Food Services	7610	FOOD SERVICES - DEPARTMENT	4,250		4,250
0382	GARBAGE Estimated use for Central Kitchen and cafeterias	7610	FOOD SERVICES - DEPARTMENT	32,500		32,500
0390	OTHER PURCHASED SVC-PRINT/COPY Estimates for printing and copying	7610	FOOD SERVICES - DEPARTMENT	5,000		5,000
0392	SHIPPING CHARGES Estimated for commodity shipping charges	7610	FOOD SERVICES - DEPARTMENT	13,000		13,000
0393	CONTRACTS-NONPROFESSIONAL SVC Pest control, fire inspection and equipment maintenance contracts for Central Kitchen and cafeterias	7610	FOOD SERVICES - DEPARTMENT	27,500		27,500
0410	NATURAL GAS Estimate for natural gas use at Central Kitchen	7610	FOOD SERVICES - DEPARTMENT	38,500		38,500
Sub-Total (Page 2 Only)				\$ 126,050	\$ -	\$ 126,050
GRAND TOTAL				\$ 4,454,515	\$ -	\$ 4,454,515

SCHOOL DISTRICT OF OKALOOSA COUNTY
 BUDGET ADJUSTMENT SHEET
 FISCAL YEAR 2007-2008

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
0430	ELECTRICITY Estimate for Electricity use at Central Kitchen	7610	FOOD SERVICES - DEPARTMENT	\$ 135,000		\$ 135,000
0450	GASOLINE Estimate for gasoline for generators	7610	FOOD SERVICES - DEPARTMENT	4,250		4,250
0460	DIESEL FUEL Estimated fuel use for delivery trucks	7610	FOOD SERVICES - DEPARTMENT	16,500		16,500
0510	SUPPLIES Estimates for office and cleaning supplies	7610	FOOD SERVICES - DEPARTMENT	75,000		75,000
0550	REPAIR PARTS Estimated repair parts for Food Service equipment	7610	FOOD SERVICES - DEPARTMENT	1,500		1,500
0570	FOOD Estimated food purchases by Central Kitchen and cafeterias	7610	FOOD SERVICES - DEPARTMENT	2,729,321		2,729,321
0572	MILK PURCHASES Estimated Milk purchases by Central Kitchen and cafeterias	7610	FOOD SERVICES - DEPARTMENT	600,000		600,000
0590	OTHER MATERIALS AND SUPPLIES Estimate of non-food purchases by Central Kitchen and cafeterias	7610	FOOD SERVICES - DEPARTMENT	63,700		63,700
Sub-Total (Page 3 Only)				\$ 3,625,271	\$ -	\$ 3,625,271
GRAND TOTAL				\$ 4,454,515	\$ -	\$ 4,454,515

SCHOOL DISTRICT OF OKALOOSA COUNTY
BUDGET ADJUSTMENT SHEET
FISCAL YEAR 2007-2008

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
0642	EQUIPMENT (UNDER \$1,000) Estimate of costs of unanticipated purchase of small equipment	7610	FOOD SERVICES - DEPARTMENT	\$ 50,000		\$ 50,000
0643	CAPITALIZED COMPUTER HARDWARE (OVER \$1,000) Estimate of costs of unanticipated computer hardware over \$1000	7610	FOOD SERVICES - DEPARTMENT	2,500		2,500
0644	COMPUTER HARDWARE (UNDER \$1,000) Estimate of costs of purchasing monitors and printers for Central Kitchen and cafeterias	7610	FOOD SERVICES - DEPARTMENT	12,500		12,500
0681	FIRE/SPRINKLER/ELECT/WATER SYST. Estimated cost of installing additional drops in some cafeterias	7610	FOOD SERVICES - DEPARTMENT	2,000		2,000
0693	SOFTWARE SUBSCRIPTIONS Estimated cost of Horizon software subscriptions	7610	FOOD SERVICES - DEPARTMENT	65,000		65,000
0730	DUES AND FEES Health Department, Sunpass, and association fees and dues	7610	FOOD SERVICES - DEPARTMENT	37,500		37,500
0750	OTHER PERSONNEL SERVICES (TEMP) Temporary and substitute employees	7610	FOOD SERVICES - DEPARTMENT	120,000		120,000
0791	INDIRECT COST	7610	FOOD SERVICES - DEPARTMENT	164,937		164,937
Sub-Total (Page 4 Only)				\$ 454,437	\$ -	\$ 454,437
GRAND TOTAL				\$ 4,454,515	\$ -	\$ 4,454,515

OKALOOSA COUNTY SCHOOL DISTRICT
Department Staffing Summary
Fiscal Year 2007-2008

MIS 3390

Department Name: School Food Service
Cost Center No.: 9008
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
Specialist - School Food Operations - 12 Month		1.00		\$ 98,113
Specialist - Other - 12 Month		1.00		96,138
Specialist - Other - 12 Month - 2.25 Hours		0.26		13,775
Specialist - Central Production Facility - 12 Month		1.00		98,113
Central Kitchen Worker - 191 Days - 7.0 Hours		17.00		445,146
District Level Secretary - 12 Month		1.00		48,352
District Level Clerk - 10 Month		1.00		27,381
District Level Clerk - 12 Month		1.00		33,840
Delivery Personnel - Media/Whse. - 9 Month		1.00		27,300
Delivery Personnel - Media/Whse. - 12 Month		4.00		148,807
Plant Operator - 12 Month		1.00		43,452
Central Kitchen Supervisor -196 Days		5.00		199,136
Warehouse Manager - 12 Month		1.00		61,098
School Custodian Full Time II - 10 Month		1.00		35,374
Manager - Free & Reduced Program		1.00		61,744
Manager - Staff Training & Development		1.00		57,792
Since Last Fiscal Year		38.26		\$ 1,495,561

Section B

Request for Additions, Deletions and/or Changes (attach narrative justification)				
Job Title	Type*	# of Positions		Total Cost
Central Kitchen Worker - 191 Days - 7.0 Hours	T	(2.00)	a	\$ (65,723)
Specialist - Other - 12 Month - 2.25 hours	D	(0.26)	b	(13,775)
Plant Operator - 12 Month	D	(1.00)	c	(43,452)
School Custodian Full Time II - 10 Month	D	(1.00)	c	(35,374)
Delivery Personnel - Media/Whse. - 9 Month	D	(1.00)	c	(27,300)
District Level Clerk - 10 Month	D	(1.00)	c	(27,381)
Manager - Free & Reduced Program	C	(1.00)	d	(61,744)
District Level Secretary - 12 Month	C	1.00	d	61,744
Director - Food Service	A	0.60	e	71,914
District Level Secretary - 12 Month	D	(1.00)	e	(48,352)
(B) Total Additions, Deletions and/or Changes		(6.66)		\$ (189,443)

Section C

Department Total (Section A & B)	31.60		\$ 1,306,118
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- (a) Effective October 4, 2006, transferred two (2) Central Kitchen Workers from cost center 9008 - School Food Service to Catering - project 7502.
- (b) Effective September 29, 2006, deleted one (1) Specialist - Other - 12 month - 2.25 Hr.
- (c) Effective July 1, 2007, eliminated one (1) Plant Operator, one (1) School Custodian Full Time II -10 month, one (1) Delivery Personnel - Media/Whse - 9 month, and one (1) District Level Clerk - 10 month per department request.
- (d) Effective July 1, 2007, change one Manager - Free & Reduced Program position to a District Level Secretary - 12 month per department request.
- (e) Effective July 1, 2007, delete one (1) District Level Secretary - 12 month and add one (1) sixty percent (60%) Director - School Food Service per Superintendent reorganization plan.

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

**OKALOOSA COUNTY SCHOOL DISTRICT
Department Staffing Summary
Fiscal Year 2007-2008**

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
Lunchroom Workers - 189 Days		59.00			615,943
Lunchroom Workers - 191 Days		76.00			1,569,411
Cafeteria Managers		33.00			1,278,500
Quality Control Manager		1.00			61,100
Since Last Fiscal Year		169.00			\$ 3,524,954

Section B

Request for Additions, Deletions and/or Changes (attach narrative justification)					
Job Title	Type*	# of Positions		Average Cost	Total Cost
Lunchroom Workers - 189 Days	A	2.00	a		17,402
Lunchroom Workers - 191 Days	D	(5.00)	a		(114,291)
Quality Control Manager	D	(1.00)	a		(61,100)
Cafeteria Managers	A	1.00	a		61,100
(B) Total Additions, Deletions and/or Changes		(3.00)			\$ (96,889)

Section C

Department Total (Section A & B)		166.00			\$ 3,428,065
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(a) Effective July 1, 2007, changes per department request.

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