

School District of Okaloosa County
SUMMARY LEVEL PROJECT BUDGETS
FISCAL YEAR 2011-2012

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: Other Special Revenue Fund - Food Service (Fund 5020)

APPROPRIATIONS AND STAFFING:

APPROPRIATIONS				
Object Group Number	Object Group Name	Original 2010-2011 Appropriation	2011-2012 Appropriation	\$ Increase (Decrease)
100 / 200	Salaries & Benefits			
	Administrative/Managerial	\$ 1,383,367	\$ 1,280,149	\$ (103,218)
	Educational Support	2,469,846	2,192,353	(277,493)
	Instructional	-	-	-
	Professional / Technical	187,616	120,955	(66,661)
	Subtotal - Salaries & Benefits	4,040,829	3,593,457	(447,372)
300	Purchased Service	3,788,823	4,454,542	665,719
400	Energy Services	140,650	140,650	-
500	Materials & Supplies	32,750	32,750	-
600	Capital Outlay	53,000	3,000	(50,000)
700	Other Expenses	216,000	216,000	-
900	Transfers/Reserves	355,668	-	(355,668)
	Total Combined Appropriation	\$ 8,627,720	\$ 8,440,399	\$ (187,321)

STAFFING			
	2010-2011 Recommendation	2011-2012 Recommendation	# Increase (Decrease)
Administrative/Managerial	31.60	30.60	(1.00)
Educational Support	77.70	70.68	(7.02)
Instructional	-	-	-
Professional / Technical	3.00	2.00	(1.00)
Total Staff	112.30	103.28	(9.02)

OTHER INFORMATION:

The Director - School Food Service is the approving authority.

School District of Okaloosa County
SUMMARY LEVEL PROJECT BUDGETS
FISCAL YEAR 2011-2012

DEPARTMENT: School Food Service

COST CENTER: 9008

COST CENTER DESCRIPTION:

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

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

APPROPRIATIONS AND STAFFING:

APPROPRIATIONS				
Object Group Number	Object Group Name	Original 2010-2011 Appropriation	2011-2012 Appropriation	\$ Increase (Decrease)
100 / 200	Salaries & Benefits			
	Administrative/Managerial	\$ 142,511	\$ 136,920	\$ (5,591)
	Educational Support	351,736	347,104	(4,632)
	Instructional	-	-	-
	Professional / Technical	187,616	120,955	(66,661)
	Subtotal - Salaries & Benefits	681,863	604,979	(76,884)
300	Purchased Service	3,788,823	4,454,542	665,719
400	Energy Services	140,650	140,650	-
500	Materials & Supplies	32,750	32,750	-
600	Capital Outlay	53,000	3,000	(50,000)
700	Other Expenses	216,000	216,000	-
900	Transfers/Reserves	355,668	-	(355,668)
	Total Combined Appropriation	\$ 5,268,754	\$ 5,451,921	\$ 183,167

STAFFING			
	2010-2011 Recommendation	2011-2012 Recommendation	# Increase (Decrease)
Administrative/Managerial	1.60	1.60	-
Educational Support	8.53	8.46	(0.07)
Instructional	-	-	-
Professional / Technical	3.00	2.00	(1.00)
Total Staff	13.13	12.06	(1.07)

OTHER INFORMATION:

The Director - School Food Service is the approving authority.

School District of Okaloosa County
SUMMARY LEVEL PROJECT BUDGETS
FISCAL YEAR 2011-2012

DEPARTMENT: School Food Service

COST CENTER: All Schools

COST CENTER DESCRIPTION:

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

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

APPROPRIATIONS AND STAFFING:

APPROPRIATIONS				
Object Group Number	Object Group Name	Original 2010-2011 Appropriation	2011-2012 Appropriation	\$ Increase (Decrease)
100 / 200	Salaries & Benefits			
	Administrative/Managerial	\$ 1,240,856	\$ 1,143,229	\$ (97,627)
	Educational Support	2,118,110	1,845,249	(272,861)
	Instructional	-	-	-
	Professional / Technical	-	-	-
	Subtotal - Salaries & Benefits	3,358,966	2,988,478	(370,488)
300	Purchased Service	-	-	-
400	Energy Services	-	-	-
500	Materials & Supplies	-	-	-
600	Capital Outlay	-	-	-
700	Other Expenses	-	-	-
900	Transfers/Reserves	-	-	-
	Total Combined Appropriation	\$ 3,358,966	\$ 2,988,478	\$ (370,488)

STAFFING			
	2010-2011 Recommendation	2011-2012 Recommendation	# Increase (Decrease)
Administrative/Managerial	30.00	29.00	(1.00)
Educational Support	69.17	62.22	(6.95)
Instructional	-	-	-
Professional / Technical	-	-	-
Total Staff	99.17	91.22	(7.95)

OTHER INFORMATION:

The Director - School Food Service is the approving authority.

SCHOOL DISTRICT OF OKALOOSA COUNTY
BUDGET ADJUSTMENT SHEET
FISCAL YEAR 2011-2012

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
0310	PROFESSIONAL & TECHNICAL SERVICE Professional services - payment to Sodexo, Inc., and other	7610	FOOD SERVICES - DEPARTMENT	\$ 4,335,504	\$ (54,818)	\$ 4,280,686
0330	IN COUNTY TRAVEL Travel for department head and field supervisors between schools	7610	FOOD SERVICES - DEPARTMENT	16,000		16,000
0331	OUT OF COUNTY TRAVEL Travel to training and food service conferences	7610	FOOD SERVICES - DEPARTMENT	4,600		4,600
0354	VEHICLE REPAIR/MAINTENANCE Vehicle repair for Food Service refrigerated trucks	7610	FOOD SERVICES - DEPARTMENT	8,000		8,000
0360	LEASE AND RENTAL AGREEMENTS Lease agreement for copy machine	7610	FOOD SERVICES - DEPARTMENT	2,400		2,400
0363	SEAT MANAGED - COMPUTERS Lease agreement for food service POs and computers	7610	FOOD SERVICES - DEPARTMENT	112,808		112,808
0370	POSTAGE/SHIPPING/TELEGRAM Postage mailing for free and reduced, collection, and other mailings	7610	FOOD SERVICES - DEPARTMENT	3,000		3,000
0371	TELEPHONE Service in cafeterias and central kitchen	7610	FOOD SERVICES - DEPARTMENT	9,820		9,820
Sub-Total (Page 1 Only)				\$ 4,492,132	\$ (54,818)	\$ 4,437,314
GRAND TOTAL				\$ 5,257,728	\$ (410,486)	\$ 4,847,242

SCHOOL DISTRICT OF OKALOOSA COUNTY
BUDGET ADJUSTMENT SHEET
FISCAL YEAR 2011-2012

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
0372	TELEPHONE MAINTENANCE Repair of telephone service	7610	FOOD SERVICES - DEPARTMENT	\$ 250		\$ 250
0373	TELEPHONE LONG DISTANCE Long distance service at the central nutrition center	7610	FOOD SERVICES - DEPARTMENT	200		200
0375	CELLULAR TELEPHONE Department head and supervisors cellular stipends	7610	FOOD SERVICES - DEPARTMENT	3,915		3,915
0381	WATER AND SEWAGE Water and sewage at the nutrition center	7610	FOOD SERVICES - DEPARTMENT	2,520		2,520
0382	GARBAGE Garbage for nutrition center	7610	FOOD SERVICES - DEPARTMENT	9,843		9,843
0390	OTHER PURCHASED SVC-PRINT/COPY Menus, parent letters, flyers and other information	7610	FOOD SERVICES - DEPARTMENT	500		500
0410	NATURAL GAS Natural gas for the nutrition center	7610	FOOD SERVICES - DEPARTMENT	20,300		20,300
0430	ELECTRICITY Electric service for the nutrition center	7610	FOOD SERVICES - DEPARTMENT	108,000		108,000
Sub-Total (Page 2 Only)				\$ 145,528	\$ -	\$ 145,528
GRAND TOTAL				\$ 5,257,728	\$ (410,486)	\$ 4,847,242

SCHOOL DISTRICT OF OKALOOSA COUNTY
BUDGET ADJUSTMENT SHEET
FISCAL YEAR 2011-2012

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
0450	GASOLINE Food delivery and transportation for supervisors	7610	FOOD SERVICES - DEPARTMENT	\$ 2,100		\$ 2,100
0460	DIESEL FUEL Fuel for food service delivery trucks	7610	FOOD SERVICES - DEPARTMENT	10,250		10,250
0510	SUPPLIES Consumable supplies for cafeterias and central kitchen	7610	FOOD SERVICES - DEPARTMENT	32,500		32,500
0550	REPAIR PARTS Vehicle repairs	7610	FOOD SERVICES - DEPARTMENT	250		250
0693	SOFTWARE SUBSCRIPTIONS MCS and My Fundamentals software	7610	FOOD SERVICES - DEPARTMENT	3,000		3,000
0730	DUES AND FEES Bank analysis fees and health department fees and tolls	7610	FOOD SERVICES - DEPARTMENT	45,000		45,000
0731	ONLINE CREDIT CARD FEES Online credit card fees	7610	FOOD SERVICES - DEPARTMENT	36,000		36,000
0791	INDIRECT COST Indirect cost	7610	FOOD SERVICES - DEPARTMENT	135,000		135,000
Sub-Total (Page 3 Only)				\$ 264,100	\$ -	\$ 264,100
GRAND TOTAL				\$ 5,257,728	\$ (410,486)	\$ 4,847,242

SCHOOL DISTRICT OF OKALOOSA COUNTY
BUDGET ADJUSTMENT SHEET
FISCAL YEAR 2011-2012

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
0990	FUND BALANCE-UNAPPROPRIATED Food service reserve	9890	RESERVES	\$ 355,668	\$ (355,668)	\$ -
0220	FICA (SOCIAL SECURITY) FICA for cellular telephone stipends	7610	FOOD SERVICES - DEPARTMENT	300		300
Sub-Total (Page 4 Only)				\$ 355,968	\$ (355,668)	\$ 300
GRAND TOTAL				\$ 5,257,728	\$ (410,486)	\$ 4,847,242

SCHOOL DISTRICT OF OKALOOSA COUNTY
Department Staffing Summary
Fiscal Year 2011-2012

MIS 3390

Department Name:	School Food Service
Cost Center No.:	9008
Project Name:	Regular Operations - Departments
Fund Number :	5020
Project Number:	N/A
Type Funding:	Non-Restricted/Non-Categorical

Section A

Positions Approved for Fiscal Year 2010-2011:			
Job Title	# of Positions	Average Cost	Total Cost
Accountant - 12 Month	1.00		\$ 49,179
Custodian - 12 Month	0.53		12,972
Delivery Food Service Personnel - 9 Month	1.00		21,680
Delivery Food Service Personnel - 12 Month	2.00		89,112
Director - Food Service - 12 Month	0.60		72,881
District Level Clerk - 12 Month	3.00		129,291
District Level Secretary - 12 Month	1.00		32,979
Field Supervisor - Food Service - 12 Month	3.00		183,639
Warehouse Manager - 12 Month	1.00		63,739
(A) Total Positions Approved For FY 2010-2011	13.13		\$ 655,472

Section B-1

Approved Additions, Deletions and/or Changes - Fiscal Year 2010-2011					
Job Title	Type*	# of Positions		Average Cost	Total Cost
Delivery Food Service Personnel - 9 Month	D	(1.00)	a		\$ (21,680)
Lunchroom Worker - 9 Month	A	0.93	b		33,571
(B-1) Total Approved Additions, Deletions, Changes		(0.07)			\$ 11,891

Section B-2

Requested Additions, Deletions and/or Changes - Fiscal Year 2011-2012					
Job Title	Type*	# of Positions		Average Cost	Total Cost
Field Supervisor - Food Service - 12 Month	D	(1.00)	c		\$ (62,684)
(B) Total Requested Additions, Deletions, Changes		(1.00)			\$ (62,684)

Section C

Positions Submitted for Approval for Fiscal Year 2011-2012			
Job Title	# of Positions	Average Cost	Total Cost
Accountant - 12 Month	1.00		\$ 49,179
Custodian - 12 Month	0.53		12,972
Delivery Food Service Personnel - 12 Month	2.00		89,112
Director - Food Service - 12 Month	0.60		72,881
District Level Clerk - 12 Month	3.00		129,291
District Level Secretary - 12 Month	1.00		32,979
Field Supervisor - Food Service - 12 Month	2.00		120,955
Lunchroom Worker - 9 Month	0.93		33,571
Warehouse Manager - 12 Month	1.00		63,739
(C) Total Positions Submitted for Approval FY 2011-2012	12.06		\$ 604,679

***Note:**

A=Add, C=Change, D=Delete, T=Transferred, E=Error Correction, R=Retirement

- (a) Deleted 1.00 Delivery Food Service Personnel - 9 Month effective August 4, 2010.
- (b) Added 0.93 Lunchroom Worker - 9 Month effective November 29, 2010.
- (c) Delete 1.00 Field Supervisor - Food Service - 12 Month effective July 1, 2011.

SCHOOL DISTRICT OF OKALOOSA COUNTY
Department Staffing Summary
Fiscal Year 2011-2012

MIS 3390

Department Name:	School Food Service - All Schools
Cost Center No.:	Various
Project Name:	Regular Operations - Departments
Fund Number :	5020
Project Number:	N/A
Type Funding:	Non-Restricted/Non-Categorical

Section A

Positions Approved for Fiscal Year 2010-2011:			
Job Title	# of Positions	Average Cost	Total Cost
Assistant Lunchroom Manager - 9 Month	2.00		\$ 61,530
Lunchroom Worker - 9 Month	67.88		2,013,107
Lunchroom Worker - 9 Month - Less than 4 hours	1.29		38,257
Manager, School Food Service - 9 Month	28.00		1,118,858
(A) Total Positions Approved For FY 2010-2011	99.17		\$ 3,231,752

Section B-1

Approved Additions, Deletions and/or Changes - Fiscal Year 2010-2011					
Job Title	Type*	# of Positions		Average Cost	Total Cost
Manager, School Food Service - 9 Month	D	(1.00)	a		\$ (37,159)
Lunchroom Worker - 9 Month	D	(9.00)	b		(266,911)
Lunchroom Worker - 9 Month - Less than 4 hours	A	2.05	b		60,796
(B-1) Total Approved Additions, Deletions, Changes		(7.95)			\$ (243,274)

Section B-2

Requested Additions, Deletions and/or Changes - Fiscal Year 2011-2012					
Job Title	Type*	# of Positions		Average Cost	Total Cost
(B) Total Requested Additions, Deletions, Changes		-			\$ -

Section C

Positions Submitted for Approval for Fiscal Year 2011-2012			
Job Title	# of Positions	Average Cost	Total Cost
Assistant Lunchroom Manager - 9 Month	2.00		\$ 61,530
Lunchroom Worker - 9 Month	58.88		1,746,196
Lunchroom Worker - 9 Month - Less than 4 hours	3.34		99,053
Manager, School Food Service - 9 Month	27.00		1,081,699
(C) Total Positions Submitted for Approval FY 2011-2012	91.22		\$ 2,988,478

***Note:**

A=Add, C=Change, D=Delete, T=Transferred, E=Error Correction, R=Retirement

- (a) Deleted 1.00 Manager, School Food Service - 9 Month effective August 4, 2010.
(b) Effective changes per department requests for Fiscal Year 2010-2011.