



SCHOOL DISTRICT OF OKALOOSA COUNTY  
TITLE I - ENTITLEMENT  
FISCAL YEAR 2013-2014  
AS OF MAY 2013

*Information provided by Curriculum, Instruction, & Assessment Department.*

**Project Number: 4401**

***Allocation Method:*** Please See Attached Information from Curriculum, Instruction, & Assessment Department

***Allocation Amount:*** Please See Attached Information from Curriculum, Instruction, & Assessment Department

**Recommendation of Staff Currently Paid by Project:**

“Recommend” if person is purchased on Salary Menu.

OR

“Recommend – No Position” if person is NOT purchased on Salary Menu.

OR

“Do Not Recommend” if unacceptable performance evaluation

**SCHOOL DISTRICT OF OKALOOSA COUNTY  
TITLE I ENTITLEMENT - PROJECT 4401  
FISCAL YEAR 2013-2014  
AS OF MAY 2013**

COST CENTER NUMBER	SCHOOL/CENTER NAME	A	B	C
		ALLOCATION	PLUS 1% PARENTAL INVOLVEMENT	TOTAL ALLOCATION PER CURRICULUM (A + B)

**DISTRICT SCHOOLS**

0031	EDWINS ELEMENTARY SCHOOL	\$ 173,460	\$ 2,646	\$ 176,106
0041	BAKER SCHOOL	213,237	3,483	216,720
0051	BOB SIKES ELEMENTARY SCHOOL	235,950	3,861	239,811
0082	MEIGS MIDDLE SCHOOL	-	-	-
0092	SHOAL RIVER MIDDLE SCHOOL	-	-	-
0121	RUCKEL MIDDLE SCHOOL	-	-	-
0131	DESTIN ELEMENTARY SCHOOL	-	-	-
0151	EDGE ELEMENTARY SCHOOL	-	-	-
0161	EGLIN ELEMENTARY SCHOOL	-	-	-
0201	LAUREL HILL SCHOOL	79,060	1,206	80,266
0211	NICEVILLE HIGH SCHOOL	-	-	-
0222	NORTHWOOD ELEMENTARY SCHOOL	229,767	3,753	233,520
0241	SILVER SANDS SCHOOL	13,775	225	14,000
0251	RIVERSIDE ELEMENTARY SCHOOL	301,400	4,932	306,332
0271	PRYOR MIDDLE SCHOOL	-	-	-
0281	WRIGHT ELEMENTARY SCHOOL	289,690	4,419	294,109
0431	SHALIMAR ELEMENTARY SCHOOL	229,510	3,501	233,011
0541	ELLIOTT PT. ELEMENTARY SCHOOL	258,420	3,942	262,362
0561	MARY ESTHER ELEMENTARY SCHOOL	230,100	3,510	233,610
0571	PLEW ELEMENTARY SCHOOL	-	-	-
0581	CHOCTAW HIGH SCHOOL	-	-	-
0601	CRESTVIEW HIGH SCHOOL	-	-	-
0621	KENWOOD ELEMENTARY SCHOOL	187,000	3,060	190,060
0631	FLOROSA ELEMENTARY SCHOOL	146,850	2,403	149,253
0641	FT. WALTON BEACH HIGH SCHOOL	-	-	-
0651	BRUNER MIDDLE SCHOOL	-	-	-
0671	LEWIS K-8 SCHOOL	-	-	-
0681	LONGWOOD ELEMENTARY SCHOOL	248,980	3,798	252,778
0701	CHOICE HIGH SCHOOL & TECHNICAL CENTER	-	-	-
0731	WALKER ELEMENTARY SCHOOL	222,750	3,645	226,395
0741	BLUEWATER ELEMENTARY SCHOOL	-	-	-
0751	ANTIOCH ELEMENTARY SCHOOL	-	-	-
0761	DAVIDSON MIDDLE SCHOOL	-	-	-
0771	DESTIN MIDDLE SCHOOL	-	-	-
0801	RICHBOURG SCHOOL	7,163	117	7,280
<b>TOTAL - DISTRICT SCHOOLS</b>		<b>3,067,112</b>	<b>48,501</b>	<b>3,115,613</b>

**DISTRICT OPERATED REGULAR PROGRAMS**

0721	OKALOOSA STEM ACADEMY	-	-	-
0791	ECCI - BEST CHANCE NORTH	-	-	-
0811	SOUTHSIDE PRE-K	-	-	-
7001	K-12 FLORIDA VIRTUAL	-	-	-
7004	OKALOOSA ONLINE	-	-	-
9818	NWFL BALLET	-	-	-
9819	TEACHING ADJUDICATED YOUTH	-	-	-
<b>TOTAL - DISTRICT OPERATED REGULAR PROGRAMS</b>		<b>-</b>	<b>-</b>	<b>-</b>

<b>TOTAL - DISTRICT SCHOOLS AND REGULAR PROGRAMS</b>	<b>3,067,112</b>	<b>48,501</b>	<b>3,115,613</b>
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**SCHOOL DISTRICT OPERATED PROGRAMS FOR DJJ STUDENTS FUNDED FOR 240 DAYS**

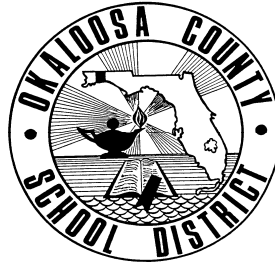
9810	GULF COAST YOUTH ACADEMY	-	-	-
9811	OKALOOSA YOUTH DEVELOPMENT CENTER	-	-	-
9812	OKALOOSA YOUTH ACADEMY	-	-	-
9813	OKALOOSA REGIONAL DETENTION CENTER	-	-	-
9814	ADOLESCENT SUBSTANCE ABUSE PROGRAM	-	-	-
<b>TOTAL - DISTRICT OPERATED DJJ PROGRAM</b>		<b>-</b>	<b>-</b>	<b>-</b>

<b>TOTAL - SCHOOLS, REGULAR PROGRAMS &amp; DJJ PROGRAMS</b>	<b>\$ 3,067,112</b>	<b>\$ 48,501</b>	<b>\$ 3,115,613</b>
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# SCHOOL DISTRICT OF OKALOOSA COUNTY

SUPERINTENDENT OF SCHOOLS  
MARY BETH JACKSON

ATTORNEY TO THE BOARD  
C. JEFFREY McINNIS, Esq.



BOARD MEMBERS  
DEWEY DESTIN  
CINDY FRAKES  
CATHY THIGPEN  
MELISSA THRUSH  
RODNEY L. WALKER

TO: Title I Principals  
FROM: Joan Pickard, Title I Specialist  
RE: Title I Budget for 2013-2014  
DATE: May 9, 2013

## **In this packet you will find:**

- Preliminary Title I allocation for your school
- Informational Packet

## **Of Importance:**

- Attached is a **preliminary allocation** which is subject to change once an allocation is released from FLDOE.
- If you are considering a purchase, you must include the correct function and object code on the Title Budget Detail Form. Any function and/or object code not listed may require a future budget amendment to the state which is a very lengthy process.

## **Once your Title I budget is complete, please:**

1. Print the **Title I Project Plus Salaries Page** and the **Title I Salary Menu Page**,
2. **Sign** the Title I Project Plus Salaries Page, and
3. Include with your budget packet and send to finance.

Finance will then forward the Title I information to this department.

We will use the information you submit for approval in our project application to the state once we have reviewed and approved your budgets.

Please do not hesitate to contact Joan Pickard at 301-3008 for further assistance throughout this process.

## PERTINENT INFORMATION REGARDING YOUR 2013-2014 TITLE I ALLOCATION

1.	<b>Allocation to Schools and Other Cost Centers:</b> Allocations have been made to seventeen (17) elementary schools based on free and reduced lunch data. A district budget for Title I is under Cost Center 9017.
2.	<b>Allocation for Department Budget:</b> Allocations in the district budget are under Project Number 4401 and include Student Services (Function 5100), Exceptional Student Services (Function 5200), Pre-K (Function 5500), Parent Involvement (Function 6150), Instructional Media Services (6200), Administration (Function 6300), Staff Development (Function 6400), Indirect Cost (Function 7200) and Bus Drivers (Function 7800).
3.	<b>Methodology Used to Allocate Funds:</b> The Title I district office determines eligibility and allocation of funds to Title I schools based on the density of poverty within schools as demonstrated by free-reduced lunch participants using the following procedure: <ul style="list-style-type: none"> <li>• date-certain is used to determine enrollment and free-reduced lunch participants;</li> <li>• free-reduced participation percentages are then calculated for schools and the district;</li> <li>• Title I schools are selected based on free-reduced data;</li> <li>• per pupil allocations are assigned to Title I schools;</li> <li>• allocations of funds are then based on the free-reduced enrollment multiplied by the school's per pupil allocation</li> </ul>
4.	<b>If and When Allocation to Schools, Cost Centers and Department Will Change:</b> Each year's Title I district application process requires a new calculation of the February date-certain free lunch data in order to determine eligibility and school allocations. Each year's preliminary allocation is received from the state in late-April/May. <i>The preliminary allocation to schools is subject to change.</i>
5.	<b>Contacts for Answering Questions:</b> Joan Pickard, Title I Program Specialist, Kelli Williams, Bookkeeper. (301-3008)
6.	<b>Last Day to Encumber and Make Payment:</b> The last day to encumber (obligate) funds for 2013-2014 school year is <b>June 30, 2014</b> ; all purchases must be received and payments made by <b>June 30, 2014</b> . <b>Last Day to make a Visa purchase: May 30, 2014</b> ( <i>dates subject to change</i> ).
7.	<b>Who Recommends Personnel Paid from Project:</b> Principals recommend personnel within their schools. These positions must be <u>supplemental</u> and target the indicators that made your school low performing, i.e., reading, math, etc. The Title I Specialist recommends personnel at the district level.
8.	<b>Guidelines for Appropriate, Qualified Expenditures:</b> (Please see <b>Title I Administrator/Teacher Handbook for Okaloosa District Schools</b> .) In all cases, Title I funds must be used to supplement services to eligible students, rather than supplanting other state or district services. In "School-wide Projects," funds may be used more flexibly along with other sources to look comprehensively at the <u>whole school</u> in order to upgrade the overall academic program through the development and implementation of: <ul style="list-style-type: none"> <li>✓ best practice school reform strategies;</li> <li>✓ research-based instructional programs;</li> <li>✓ high quality staff development;</li> <li>✓ increased parent involvement; and,</li> <li>✓ intensive assistance to students who experience difficulty mastering the Sunshine State Standards.</li> </ul>
9.	<b>Parent Involvement:</b> Each school's budget reflects an allocation for Parental Involvement. This expenditure is strictly for parent involvement activities and may not be used for another function. (No budget may be approved without this.)
10.	<b>Reserves for steps/raises:</b> The calculation for any required set-aside for steps and raises will be automatically calculated and listed as a line item on your salary menu.
11.	<b>Supplement, Not Supplant:</b> Title I funds must be used to <b>supplement</b> the comprehensive school program, rather than to supplant funds for materials and services that the district provides. This

	<p>requirement should encourage schools to discover effective ways to assure that <u>all</u> children achieve the Sunshine State and Common Core States Standards. Strategies such as extended day and/or extended year, substantial and meaningful opportunities for parents to participate in the education of their children, and interventions and programs that reflect scientifically-based research must be carefully planned and implemented. Highest-risk students must have access to basic instruction at their instructional level, as well as supplemental support through in-class models rather than pull-out.</p>
12.	<p><b>Paraprofessionals:</b> Paraprofessionals may be used to <u>assist</u> individual students or flexible groupings under the <u>direct supervision</u> and within sight and sound of a <b>highly qualified teacher</b>. <i>Pull-out programs where students are “taught” by paraprofessionals are unacceptable.</i> In addition, instructional aides or paraprofessionals hired after January 8, 2002, must have two years of higher education, an AA degree, or pass the ETS ParaPro Assessment with a score of 464 or higher. Paraprofessionals may tutor students <u>after</u> school under the direct supervision of a qualified teacher. It is the intent of the legislation that all students be <u>instructed by highly qualified teachers</u>, rather than paraprofessionals.</p>
13.	<p><b>Scientifically-based Research:</b> Scientifically-based research should be utilized to support the programs, practices and/or strategies selected. Staff development should be designed to assure that all teachers know and use research-based strategies that result in their students’ success.</p>
14.	<p><b>Meaningful Parental Involvement:</b> Meaningful parental involvement is required. Communication must be clear and in the <u>language and vocabulary</u> that the parent understands. You may contact Joan Pickard (301-3008) for further assistance and ideas.</p>
15.	<p><b>School-wide Projects:</b> School-wide projects for 2013-2014 will be those schools with 50% or higher free/reduced lunch students. Please refer to your Title I (Teacher) Handbook for directions on developing your School-wide Title I budget and plan.</p>
16.	<p><b>Assessment Data:</b> Disaggregate assessment data so teachers and school personnel can examine the progress of subgroups and establish measurable objectives to monitor student progress. These subgroups must include 1) White, 2) Black, 3) Hispanic, 4) Asian, 5) American Indian, 6) Economically Disadvantaged, 7) Limited English Proficient (LEP), and 8) Students with Disabilities (SWD).</p>
17.	<p><b>Process for Submitting all Other Compensation requests (MIS 3180):</b> <i>All requests for payment of Other Comp with Title I Funds must be submitted to the Title I office for approval.</i> Other Comp for extended day tutoring will be compiled by the Title I office after attendance sheets are submitted. Forms will be returned to schools for appropriate signatures before being sent to payroll. Schools wishing to compile their own other comp must submit the forms with matching attendance sheets with hours and times to Title I who, after review and approval, will forward them on to payroll.</p>
18.	<p><b>Budget Forms:</b> Once your Title I budget is complete, please:</p> <ol style="list-style-type: none"> <li>1. Print the <b>Title I Project Plus Salaries Page</b> and the <b>Title I Salary Menu Page</b>,</li> <li>2. <b>sign</b> the Title I Project Plus Salaries Page, and</li> <li>3. Include with your budget packet and send to finance.</li> </ol> <p>Finance will then forward the Title I information to the Title I office.</p>