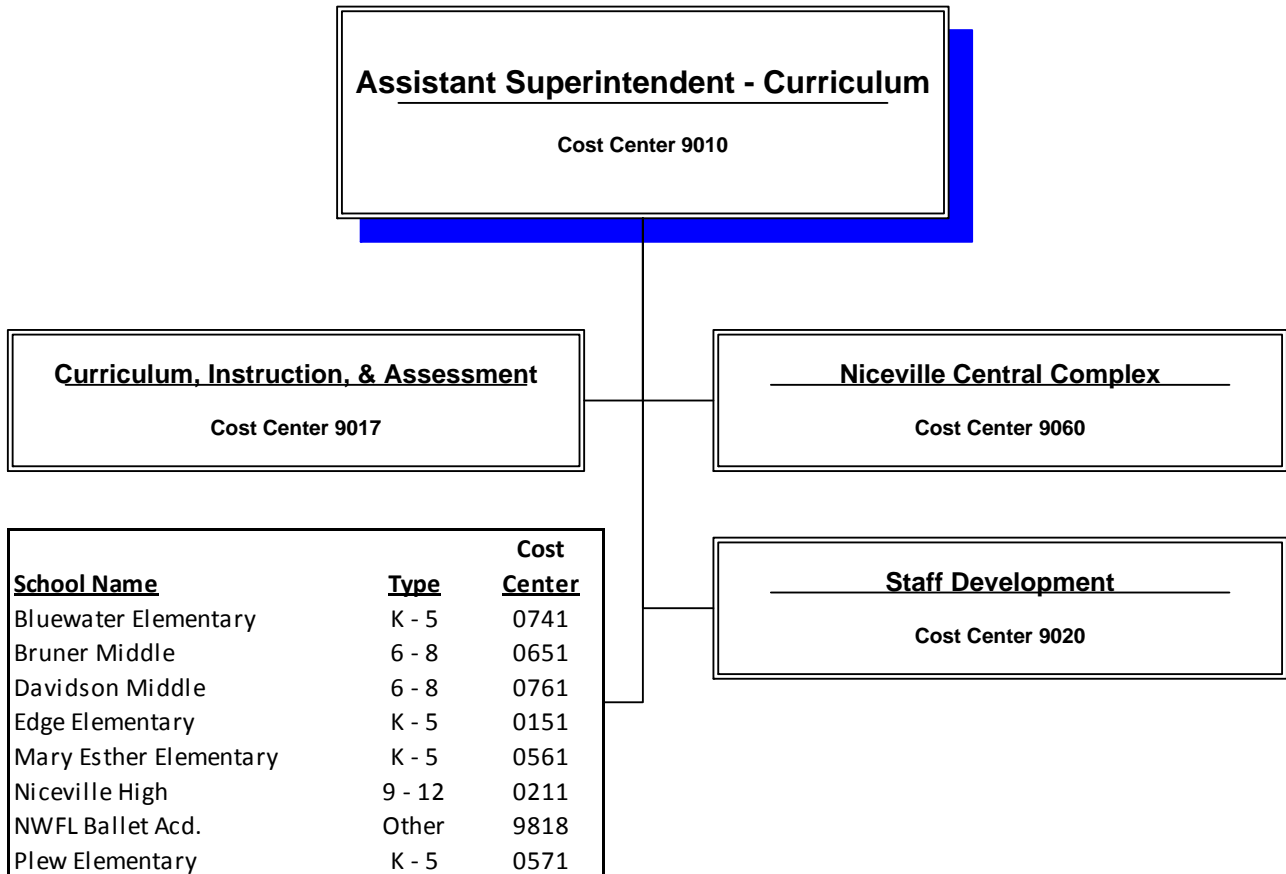


**SCHOOL DISTRICT OF OKALOOSA COUNTY**  
**Department Organizational Chart**  
*Assistant Superintendent – Curriculum*  
**Cost Center: 9010**  
**Fiscal Year 2016-2017**



## Organizational Chart

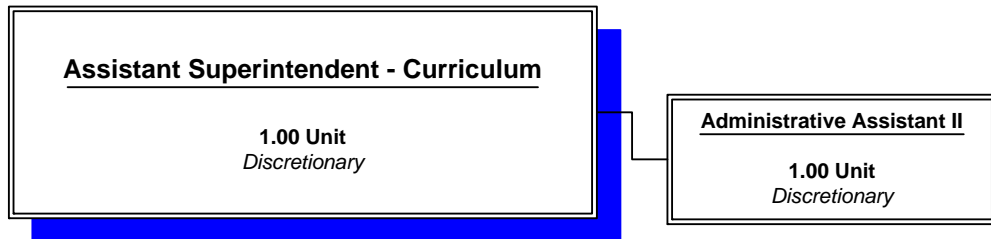


**SCHOOL DISTRICT OF OKALOOSA COUNTY**  
**Department Staffing Chart**  
*Assistant Superintendent – Curriculum*  
**Cost Center: 9010**  
**Fiscal Year 2016-2017**

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## Staffing Chart



**OKALOOSA COUNTY SCHOOL DISTRICT  
DISTRICT LEVEL - COST CENTER BUDGETS  
FISCAL YEAR 2016-2017**

**DEPARTMENT:** Assistant Superintendent - Curriculum

**COST CENTER:** 9010

**COST CENTER DESCRIPTION:**

The Assistant Superintendent – Curriculum assists the Superintendent in the task of providing comprehensive leadership for the tasks of implementation and monitoring of federal, state, and School Board requirements and policies; student testing and data analysis; development of performance baselines for each school; monitoring/evaluating school plans for academic programs that enhance student performance; and developing personnel in leadership and instructional practices which are effective and research-based. The following departments report to the Assistant Superintendent – Curriculum: Curriculum, Instruction, & Assessment, Niceville Central Complex, and Staff Development. The Assistant Superintendent of Curriculum offers support to the following schools: Bluewater Elementary School, Bruner Middle School, Davidson Middle School, Edge Elementary School, Mary Esther Elementary School, Niceville High School, NWFL Ballet Academie, and Plew Elementary School. Support is also provided to all other schools in the district.

**FUND SOURCE:** Unrestricted - General Operating Fund

**APPROPRIATIONS AND STAFFING:**

APPROPRIATIONS				
Object Group Number	Object Group Name	Original 2015-2016 Appropriation	2016-2017 Appropriation	\$ Increase (Decrease)
100 / 200	Salaries & Benefits			
	Administrative/Managerial	\$ 133,645	\$ 145,246	\$ 11,601
	Educational Support	-	-	-
	Instructional	15	7	(8)
	Professional/Technical	66,469	69,305	2,836
	Subtotal - Salaries & Benefits	200,129	214,558	14,429
300	Purchased Service	8,325	11,225	2,900
400	Energy Services	-	-	-
500	Materials & Supplies	3,000	3,000	-
600	Capital Outlay	3,000	2,000	(1,000)
700	Other Expenses	3,000	1,500	(1,500)
900	Transfers/Reserves	-	-	-
	Total Combined Appropriation	\$ 217,454	\$ 232,283	\$ 14,829

STAFFING			
	2015-2016 Recommendation	2016-2017 Recommendation	# Increase (Decrease)
Administrative/Managerial	1.00	1.00	-
Educational Support	-	-	-
Instructional	-	-	-
Professional/Technical	1.00	1.00	-
Total Staff	2.00	2.00	-

**OTHER INFORMATION:**

The Assistant Superintendent - Curriculum is the approving authority for this cost center.

SCHOOL DISTRICT OF OKALOOSA COUNTY  
BUDGET ADJUSTMENT SHEET  
FISCAL YEAR 2016-2017

MIS 3176

COST CENTER NAME: Asst. Superintendent - Curriculum

CENTER NUMBER: 9010

PROJECT NAME: DISCRETIONARY

PROJECT NUMBER: N/A

OBJ	OBJECT NAME/DESCRIPTION	FUNC	FUNCTION NAME	AMOUNT REQUESTED	ADJUSTMENT	PROPOSED FINAL BUDGET
0220	FICA (SOCIAL SECURITY) FICA for substitutes and cellular telephone stipend	6300	INSTR & CURR DEVEL SVC	\$ 176	\$ (31)	\$ 145
0330	IN COUNTY TRAVEL Travel to schools, board meetings, senior staff meetings, community meetings, school reviews, and other district related functions	6300	INSTR & CURR DEVEL SVC	3,000		3,000
0331	OUT OF COUNTY TRAVEL Travel to State and national conferences/forums	6300	INSTR & CURR DEVEL SVC	2,400		2,400
0370	POSTAGE/SHIPPING/TELEGRAM Postage to mail DOE documents, parent letters, etc.	6300	INSTR & CURR DEVEL SVC	25		25
0375	CELLULAR TELEPHONE Cellular telephone stipend for Assistant Superintendent - Curriculum and Administrative Assistant or one other person	6300	INSTR & CURR DEVEL SVC	1,800		1,800
0390	OTHER PURCHASED SVC-PRINT/COPY Print Shop charges for printing of materials for trainings, SPP Trainings for each school, Principals' Meetings, Standards handouts, etc.	6300	INSTR & CURR DEVEL SVC	4,000		4,000
0510	SUPPLIES General supplies for Assistant Superintendent's Office, Principals' Meetings teacher/district trainings, Administrative Assistant, etc.	6300	INSTR & CURR DEVEL SVC	3,000		3,000
0642	EQUIPMENT (UNDER \$1,000) Replacement of tables, bookcases, shelves, filing cabinets, desks, chairs, conference tables, etc.	6300	INSTR & CURR DEVEL SVC	1,000		1,000
Sub-Total (Page 1 Only)				\$ 15,401	\$ (31)	\$ 15,370
GRAND TOTAL				\$ 17,901	\$ (31)	\$ 17,870

SCHOOL DISTRICT OF OKALOOSA COUNTY  
 BUDGET ADJUSTMENT SHEET  
 FISCAL YEAR 2016-2017

COST CENTER NAME: Asst. Superintendent - Curriculum

CENTER NUMBER: 9010

PROJECT NAME: DISCRETIONARY

PROJECT NUMBER: N/A

OBJ	OBJECT NAME/DESCRIPTION	FUNC	FUNCTION NAME	AMOUNT REQUESTED	ADJUSTMENT	PROPOSED FINAL BUDGET
0644	COMPUTER HARDWARE (UNDER \$1,000) Jump drives, printers, projectors, and other items requested by schools	6300	INSTR & CURR DEVEL SVC	\$ 1,000		\$ 1,000
0730	DUES AND FEES Membership dues for professional organizations for Assistant Superintendent and Administrative Assistant	6300	INSTR & CURR DEVEL SVC	1,000		1,000
0750	OTHER PERSONNEL SERVICES (TEMP) Substitutes for Curriculum initiatives and committees	6300	INSTR & CURR DEVEL SVC	500		500
Sub-Total (Page 2 Only)				\$ 2,500	\$ -	\$ 2,500
GRAND TOTAL				<u>\$ 17,901</u>	<u>\$ (31)</u>	<u>\$ 17,870</u>

SCHOOL DISTRICT OF OKALOOSA COUNTY  
 Department Staffing Summary  
 Fiscal Year 2016-2017

MIS 3390

Department Name: Assistant Superintendent - Curriculum  
 Cost Center No.: 9010  
 Project Name: Regular Operations - Departments  
 Fund Number : 1010  
 Project Number: N/A  
 Type Funding: Non-Restricted/Non-Categorical

**Section A**

Positions Approved for Fiscal Year 2015-2016			
Job Title	# of Positions	Average Cost	Total Cost
Administrative Assistant II - 12 Month	1.00		\$ 69,236
Assistant Superintendent - Curriculum - 12 Month	1.00		145,177
(A) Total Positions Approved For FY 2015-2016	2.00		\$ 214,413

**Section B-1**

Approved Additions, Deletions and/or Changes - Fiscal Year 2015-2016				
Job Title	Type*	# of Positions	Average Cost	Total Cost
(B-1) Total Approved Additions, Deletions, Changes		-		\$ -

**Section B-2**

Requested Additions, Deletions and/or Changes - Fiscal Year 2016-2017				
Job Title	Type*	# of Positions	Average Cost	Total Cost
(B) Total Requested Additions, Deletions, Changes		-		\$ -

**Section C**

Positions Submitted for Approval for Fiscal Year 2016-2017			
Job Title	# of Positions	Average Cost	Total Cost
Administrative Assistant II - 12 Month	1.00		\$ 69,236
Assistant Superintendent - Curriculum - 12 Month	1.00		145,177
(C) Total Positions Submitted for Approval FY 2016-2017	2.00		\$ 214,413

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