

**School District of Okaloosa County**  
**SUMMARY LEVEL PROJECT BUDGETS**  
**FISCAL YEAR 2020-2021**

**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 2019-2020 Appropriation	2020-2021 Appropriation	\$ Increase (Decrease)
100 / 200	Salaries & Benefits			
	Administrative/Managerial	\$ 829,779	\$ 790,535	\$ (39,244)
	Educational Support	1,488,243	1,349,927	(138,316)
	Instructional	-	-	-
	Professional / Technical	157,329	166,517	9,188
	Subtotal - Salaries & Benefits	<u>2,475,351</u>	<u>2,306,979</u>	<u>(168,372)</u>
300	Purchased Service	3,648,007	7,555,550	3,907,543
400	Energy Services	87,000	87,000	-
500	Materials & Supplies	871,551	907,987	36,436
600	Capital Outlay	-	-	-
700	Other Expenses	321,400	321,400	-
900	Transfers/Reserves	3,519,387	469,764	(3,049,623)
	<b>Total Combined Appropriation</b>	<u>\$ 10,922,696</u>	<u>\$ 11,648,680</u>	<u>\$ 725,984</u>

STAFFING			
	2019-2020 Recommendation	2020-2021 Recommendation	# Increase (Decrease)
Administrative/Managerial	15.00	14.00	(1.00)
Educational Support	34.28	29.54	(4.74)
Instructional	-	-	-
Professional / Technical	2.00	2.00	-
<b>Total Staff</b>	<u>51.28</u>	<u>45.54</u>	<u>(5.74)</u>

**OTHER INFORMATION:**

The approving authority is the Program Director - School Food Service.

**School District of Okaloosa County**  
**SUMMARY LEVEL PROJECT BUDGETS**  
**FISCAL YEAR 2020-2021**

**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:**

<b>APPROPRIATIONS</b>				
<u>Object Group Number</u>	<u>Object Group Name</u>	<u>Original 2019-2020 Appropriation</u>	<u>2020-2021 Appropriation</u>	<u>\$ Increase (Decrease)</u>
100 / 200	Salaries & Benefits			
	Administrative/Managerial	\$ 59,616	\$ 63,268	\$ 3,652
	Educational Support	220,258	239,932	19,674
	Instructional	-	-	-
	Professional / Technical	157,329	166,517	9,188
	Subtotal - Salaries & Benefits	<u>437,203</u>	<u>469,717</u>	<u>32,514</u>
300	Purchased Service	3,648,007	7,555,550	3,907,543
400	Energy Services	87,000	87,000	-
500	Materials & Supplies	871,551	907,987	36,436
600	Capital Outlay	-	-	-
700	Other Expenses	321,400	321,400	-
900	Transfers/Reserves	3,519,387	469,764	(3,049,623)
	<b>Total Combined Appropriation</b>	<u>\$ 8,884,548</u>	<u>\$ 9,811,418</u>	<u>\$ 926,870</u>

<b>STAFFING</b>			
	<u>2019-2020 Recommendation</u>	<u>2020-2021 Recommendation</u>	<u># Increase (Decrease)</u>
Administrative/Managerial	1.00	1.00	-
Educational Support	4.53	4.53	-
Instructional	-	-	-
Professional / Technical	2.00	2.00	-
<b>Total Staff</b>	<u>7.53</u>	<u>7.53</u>	<u>-</u>

**OTHER INFORMATION:**

The approving authority is the Program Director - School Food Service.

SCHOOL DISTRICT OF OKALOOSA COUNTY  
 BUDGET ADJUSTMENT SHEET  
 FISCAL YEAR 2020-2021

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
0220	FICA (SOCIAL SECURITY) FICA for Cellular Telephone	7610	FOOD SERVICES - DEPARTMENT	\$ 233	\$ 368	\$ 601
0310	PROFESSIONAL & TECHNICAL SERV Payment to FSMC and other	7610	FOOD SERVICES - DEPARTMENT	7,424,760		7,424,760
0330	IN-COUNTY TRAVEL Travel for cafeteria managers to bank for daily deposits	7610	FOOD SERVICES - DEPARTMENT	4,000		4,000
0331	OUT-OF-COUNTY TRAVEL Travel to training and Food Service conferences	7610	FOOD SERVICES - DEPARTMENT	4,050		4,050
0350	REPAIR AND MAINTENANCE Food Service Equipment Repair (all schools) (Moved to Project 3510 - SFS Contract Exclusions)	7610	FOOD SERVICES - DEPARTMENT	157,000	(157,000)	-
0354	VEHICLE REPAIRS/MAINTENANCE Vehicle repair for Food Service refrigerated trucks (Moved to Project 3510 - SFS Contract Exclusions)	7610	FOOD SERVICES - DEPARTMENT	5,300	(5,300)	-
0360	LEASE AND RENTAL AGREEMENTS Lease agreement for copy machine	7610	FOOD SERVICES - DEPARTMENT	4,000		4,000
0363	SEAT MANAGED - COMPUTERS Lease agreement for Food Service POs and computers	7610	FOOD SERVICES - DEPARTMENT	80,000		80,000
Sub-Total (Page 1 Only)				\$ 7,679,343	\$ (161,932)	\$ 7,517,411
GRAND TOTAL				\$ 12,552,822	\$ (3,210,520)	\$ 9,342,302

SCHOOL DISTRICT OF OKALOOSA COUNTY  
BUDGET ADJUSTMENT SHEET  
FISCAL YEAR 2020-2021

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
0370	POSTAGE/SHIPPING/TELEGRAM Postage mailing for free and reduced, collection, and other mailings	7610	FOOD SERVICES - DEPARTMENT	\$ 4,000		\$ 4,000
0371	TELEPHONE- LOCAL SERVICE Service in cafeterias and central kitchen	7610	FOOD SERVICES - DEPARTMENT	13,500		13,500
0373	TELEPHONE LONG DISTANCE Long distance service at the central nutrition center	7610	FOOD SERVICES - DEPARTMENT	250		250
0375	CELLULAR TELEPHONE Department head and supervisors cellular telephone stipends (Moved portion of stipends to Project 3510 - SFS Contract Exclusions)	7610	FOOD SERVICES - DEPARTMENT	3,050	(1,260)	1,790
0381	WATER AND SEWAGE Water and sewage at the nutrition center	7610	FOOD SERVICES - DEPARTMENT	1,500		1,500
0382	GARBAGE Garbage for nutrition center	7610	FOOD SERVICES - DEPARTMENT	10,700		10,700
0390	OTHER PURCHASED SVC-PRINT/COPY Menus, parent letters, flyers and other information	7610	FOOD SERVICES - DEPARTMENT	7,000		7,000
0410	NATURAL GAS Natural gas for the nutrition center	7610	FOOD SERVICES - DEPARTMENT	3,000		3,000
Sub-Total (Page 2 Only)				\$ 43,000	\$ (1,260)	\$ 41,740
GRAND TOTAL				\$ 12,552,822	\$ (3,210,520)	\$ 9,342,302

SCHOOL DISTRICT OF OKALOOSA COUNTY  
BUDGET ADJUSTMENT SHEET  
FISCAL YEAR 2020-2021

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
0430	ELECTRICITY Electric service for the nutrition center	7610	FOOD SERVICES - DEPARTMENT	\$ 72,000		\$ 72,000
0450	GASOLINE Food delivery and transportation for supervisors	7610	FOOD SERVICES - DEPARTMENT	6,000		6,000
0460	DIESEL FUEL Fuel for Food Service delivery trucks	7610	FOOD SERVICES - DEPARTMENT	6,000		6,000
0510	SUPPLIES Consumable supplies for cafeterias and central kitchen	7610	FOOD SERVICES - DEPARTMENT	28,000		28,000
0580	COMMODITIES Commodity Entitlement Dollars	7610	FOOD SERVICES - DEPARTMENT	879,987		879,987
0641	EQUIP/FIXED ASSET (OVER \$1000) New kitchen equipment (Moved to Project 3510 - SFS Contract Exclusions)	7610	FOOD SERVICES - DEPARTMENT	500,000	(500,000)	-
0730	DUES AND FEES Bank analysis fees and Health Department fees and tolls	7610	FOOD SERVICES - DEPARTMENT	18,000		18,000
0731	ONLINE CREDIT CARD FEES Online credit card fees (Appropriations will be budgeted as revenue is received.)	7610	FOOD SERVICES - DEPARTMENT	-		-
Sub-Total (Page 3 Only)				\$ 1,509,987	\$ (500,000)	\$ 1,009,987
GRAND TOTAL				\$ 12,552,822	\$ (3,210,520)	\$ 9,342,302





**School District of Okaloosa County**  
**SUMMARY LEVEL PROJECT BUDGETS**  
**FISCAL YEAR 2020-2021**

**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:**

<b>APPROPRIATIONS</b>				
<u>Object Group Number</u>	<u>Object Group Name</u>	<u>Original 2019-2020 Appropriation</u>	<u>2020-2021 Appropriation</u>	<u>\$ Increase (Decrease)</u>
100 / 200	Salaries & Benefits			
	Administrative/Managerial	\$ 770,163	\$ 727,267	\$ (42,896)
	Educational Support	1,267,985	1,109,995	(157,990)
	Instructional	-	-	-
	Professional / Technical	-	-	-
	Subtotal - Salaries & Benefits	<u>2,038,148</u>	<u>1,837,262</u>	<u>(200,886)</u>
300	Purchased Service	-	-	-
400	Energy Services	-	-	-
500	Materials & Supplies	-	-	-
600	Capital Outlay	-	-	-
700	Other Expenses	-	-	-
900	Transfers/Reserves	-	-	-
	<b>Total Combined Appropriation</b>	<u>\$ 2,038,148</u>	<u>\$ 1,837,262</u>	<u>\$ (200,886)</u>

<b>STAFFING</b>			
	<u>2019-2020 Recommendation</u>	<u>2020-2021 Recommendation</u>	<u># Increase (Decrease)</u>
Administrative/Managerial	14.00	13.00	(1.00)
Educational Support	29.75	25.01	(4.74)
Instructional	-	-	-
Professional / Technical	-	-	-
<b>Total Staff</b>	<u>43.75</u>	<u>38.01</u>	<u>(5.74)</u>

**OTHER INFORMATION:**

The approving authority is the Program Director - School Food Service.

SCHOOL DISTRICT OF OKALOOSA COUNTY  
 Department Staffing Summary  
 Fiscal Year 2020-2021

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 2019-2020			
Job Title	# of Positions	Average Cost	Total Cost
Lunchroom Worker - 9 Month	29.48		\$ 1,270,128
Lunchroom Worker - 9 Month - Less than 4 hours	0.27		9,737
Manager, School Food Service - 9 Month	14.00		783,504
<b>(A) Total Positions Approved For FY 2019-2020</b>	<b>43.75</b>		<b>\$ 2,063,369</b>

**Section B-1**

Approved Additions, Deletions and/or Changes - Fiscal Year 2019-2020				
Job Title	Type*	# of Positions	Average Cost	Total Cost
<b>(B-1) Total Approved Additions, Deletions, Changes</b>		-		\$ -

**Section B-2**

Requested Additions, Deletions and/or Changes - Fiscal Year 2020-2021				
Job Title	Type*	# of Positions	Average Cost	Total Cost
Manager, School Food Service - 9 Month	D	(1.00)	a	\$ (56,237)
Lunchroom Worker - 9 Month	D	(4.74)	b	(169,870)
<b>(B) Total Requested Additions, Deletions, Changes</b>		<b>(5.74)</b>		<b>\$ (226,107)</b>

**Section C**

Positions Submitted for Approval for Fiscal Year 2020-2021			
Job Title	# of Positions	Average Cost	Total Cost
Lunchroom Worker - 9 Month	24.74		\$ 1,100,258
Lunchroom Worker - 9 Month - Less than 4 hours	0.27		9,737
Manager, School Food Service - 9 Month	13.00		727,267
<b>(C) Total Positions Submitted for Approval FY 2020-2021</b>	<b>38.01</b>		<b>\$ 1,837,262</b>

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

(a) Delete 1.00 Manager, School Food Service - 9 Month effective August 7, 2020.  
 (b) Changes per department request effective August 7, 2020.