

School District of Okaloosa County
SUMMARY LEVEL PROJECT BUDGETS
FISCAL YEAR 2021-2022

PROJECT NAME: Custodial Services

PROJECT NUMBER: 2011

PROJECT DESCRIPTION:

Provides custodial services and supplies for all schools.

FUND SOURCE: FEFP, Including Required Local Effort

APPROPRIATIONS AND STAFFING:

APPROPRIATIONS				
Object Group Number	Object Group Name	Original 2020-2021 Appropriation	2021-2022 Appropriation	\$ Increase (Decrease)
100 / 200	Salaries & Benefits			
	Administrative/Managerial	\$ 319,891	\$ 333,320	\$ 13,429
	Educational Support	6,249,750	6,407,667	157,917
	Instructional	12,506	-	(12,506)
	Professional / Technical	-	-	-
	Subtotal - Salaries & Benefits	6,582,147	6,740,987	158,840
300	Purchased Service	32,800	28,700	(4,100)
400	Energy Services	15,500	15,500	-
500	Materials & Supplies	330,493	330,730	237
600	Capital Outlay	13,700	18,500	4,800
700	Other Expenses	40,500	40,800	300
900	Transfers/Reserves	-	-	-
	Total Combined Appropriation	\$ 7,015,140	\$ 7,175,217	\$ 160,077

STAFFING			
	2020-2021 Recommendation	2021-2022 Recommendation	# Increase (Decrease)
Administrative/Managerial	4.00	4.00	-
Educational Support	211.80	213.33	1.53
Instructional	-	-	-
Professional / Technical	-	-	-
Total Staff	215.80	217.33	1.53

OTHER INFORMATION:

The Program Director - Facilities has oversight responsibility for the project.

SCHOOL DISTRICT OF OKALOOSA COUNTY
CUSTODIAL SERVICES ALLOCATION - PROJECT 2011 - POSITIONS
FISCAL YEAR 2021-2022
AS OF APRIL 2021

CNTR	CENTER NAME	FTE - 7.50 HOUR DAY					FTE - 3.50 HOUR DAY	TOTAL CUSTODIAN & CLEANER FTE	TOTAL POSITION ALLOCATION
		CUSTODIAN LEAD	CUSTODIAN 12-MONTH	CUSTODIAN 10-MONTH	CUSTODIAN 9-MONTH	TOTAL CUSTODIAL	CLEANER		
		\$ 52,600	\$ 45,100	\$ 38,900	\$ 36,200		\$ 10,400		

CENTRALLY BUDGETED SCHOOLS

0031	EDWINS ELEMENTARY SCHOOL	1.00	1.00	-	0.80	2.80	-	2.80	\$ 126,660
0041	BAKER SCHOOL	1.00	3.00	1.00	1.00	6.00	5.00	11.00	315,000
0051	BOB SIKES ELEMENTARY SCHOOL	1.00	1.00	-	-	2.00	3.00	5.00	128,900
0082	MEIGS MIDDLE SCHOOL	1.00	1.00	1.00	-	3.00	2.00	5.00	157,400
0092	SHOAL RIVER MIDDLE SCHOOL	1.00	2.00	-	-	3.00	3.00	6.00	174,000
0121	RUCKEL MIDDLE SCHOOL	1.00	3.00	1.00	-	5.00	-	5.00	226,800
0131	DESTIN ELEMENTARY SCHOOL	1.00	2.00	1.00	-	4.00	2.00	6.00	202,500
0151	EDGE ELEMENTARY SCHOOL	1.00	1.00	0.93	-	2.93	-	2.93	133,877
0161	EGLIN ELEMENTARY SCHOOL	1.00	1.00	-	-	2.00	3.00	5.00	128,900
0201	LAUREL HILL SCHOOL	1.00	1.67	-	1.00	3.67	-	3.67	164,117
0211	NICEVILLE HIGH SCHOOL	1.00	5.73	-	-	6.73	4.00	10.73	352,623
0222	NORTHWOOD ELEMENTARY SCHOOL	1.00	3.00	-	-	4.00	2.00	6.00	208,700
0241	SILVER SANDS SCHOOL	1.00	1.00	-	-	2.00	2.00	4.00	118,500
0251	RIVERSIDE ELEMENTARY SCHOOL	1.00	1.00	-	-	2.00	5.00	7.00	149,700
0271	PRYOR MIDDLE SCHOOL	1.00	1.00	1.00	-	3.00	2.00	5.00	157,400
0281	WRIGHT ELEMENTARY SCHOOL	1.00	1.00	1.00	-	3.00	1.00	4.00	147,000
0431	SHALIMAR ELEMENTARY SCHOOL	1.00	1.00	-	-	2.00	3.00	5.00	128,900
0541	ELLIOTT PT. ELEMENTARY SCHOOL	1.00	1.00	-	-	2.00	3.00	5.00	128,900
0561	MARY ESTHER ELEMENTARY SCHOOL	1.00	2.00	-	-	3.00	1.00	4.00	153,200
0571	PLEW ELEMENTARY SCHOOL	1.00	2.00	-	-	3.00	1.00	4.00	153,200
0581	CHOCTAW HIGH SCHOOL	1.00	5.00	-	-	6.00	5.00	11.00	330,100
0601	CRESTVIEW HIGH SCHOOL	1.00	5.00	-	-	6.00	7.00	13.00	350,900
0621	KENWOOD ELEMENTARY SCHOOL	1.00	1.00	-	-	2.00	4.00	6.00	139,300
0631	FLOROSA ELEMENTARY SCHOOL	1.00	1.00	-	-	2.00	2.00	4.00	118,500
0641	FORT WALTON BEACH HIGH SCHOOL	1.00	4.00	-	0.67	5.67	8.00	13.67	340,454
0651	BRUNER MIDDLE SCHOOL	1.00	2.00	-	-	3.00	4.00	7.00	184,400
0671	LEWIS SCHOOL	1.00	2.00	1.00	-	4.00	-	4.00	181,700
0681	LONGWOOD ELEMENTARY SCHOOL	1.00	1.53	-	-	2.53	1.00	3.53	132,003
0701	OTC & CHOICE HIGH SCHOOL	0.40	0.40	0.40	-	1.20	0.80	2.00	62,960
0721	OKALOOSA STEMM ACADEMY	1.00	-	-	-	1.00	2.00	3.00	73,400
0731	WALKER ELEMENTARY SCHOOL	1.00	1.00	-	-	2.00	4.00	6.00	139,300
0741	BLUEWATER ELEMENTARY SCHOOL	1.00	1.00	-	-	2.00	4.00	6.00	139,300
0751	ANTIOCH ELEMENTARY SCHOOL	1.00	1.00	1.00	-	3.00	4.00	7.00	178,200
0761	DAVIDSON MIDDLE SCHOOL	1.00	2.00	-	-	3.00	4.00	7.00	184,400
0771	DESTIN MIDDLE SCHOOL	1.00	2.00	-	1.00	4.00	-	4.00	179,000
0801	RICHBOURG SCHOOL	-	1.00	-	-	1.00	2.00	3.00	65,900
0811	SOUTHSIDE PRIMARY SCHOOL	1.00	1.00	-	-	2.00	1.00	3.00	108,100
SUB-TOTAL - CENTRALLY BUDGETED SCHOOLS		35.40	66.33	9.33	4.47	115.53	94.80	210.33	6,364,194

CUSTODIAL POSITIONS FUNDED THROUGH PROJECTS:

0701	ADULT ED/WORKFORCE - PROJECT 5110	0.60	0.60	0.60	-	1.80	1.20	3.00	94,440
0791	ECCI - BEST CHANCE NORTH - PROJECT 5060	-	-	-	-	-	1.00	1.00	10,400
SUB-TOTAL - CUSTODIAL SERVICES PAID BY PROJECTS		0.60	0.60	0.60	-	1.80	2.20	4.00	104,840

TOTAL - CUSTODIAL SERVICES POSITIONS	36.00	66.93	9.93	4.47	117.33	97.00	214.33	\$ 6,469,034
---	--------------	--------------	-------------	-------------	---------------	--------------	---------------	---------------------

NOTES:

1. CUSTODIAL POSITIONS FOR OKALOOSA TECHNICAL COLLEGE ARE SPLIT 40% DISCRETIONARY AND 60% WORKFORCE DEVELOPMENT.

SCHOOL DISTRICT OF OKALOOSA COUNTY
BUDGET ADJUSTMENT SHEET
FISCAL YEAR 2021-2022

MIS 3176

COST CENTER NAME: Custodial Services

CENTER NUMBER: 9006

PROJECT NAME: Custodial Services

PROJECT NUMBER: 2011

OBJ	OBJECT NAME/DESCRIPTION	FUNC	FUNCTION NAME	AMOUNT REQUESTED	ADJUSTMENT	PROPOSED FINAL BUDGET
0130	SALARY - OVERTIME	7900	OPERATION OF PLANT	\$ 10,000		\$ 10,000
0210	FLORIDA RETIREMENT SYSTEM Benefits for overtime	7900	OPERATION OF PLANT	1,000	66	1,066
0220	FICA (SOCIAL SECURITY) FICA for overtime, cellular telephone, and temporary personnel	7900	OPERATION OF PLANT	1,506	(24)	1,482
0330	IN-COUNTY TRAVEL Travel for Zone Managers between schools	7900	OPERATION OF PLANT	400		400
0350	REPAIR AND MAINTENANCE Custodial equipment service and repair	7900	OPERATION OF PLANT	4,000		4,000
0354	VEHICLE REPAIRS/MAINTENANCE Vehicle repair for trucks and vans	7900	OPERATION OF PLANT	3,500		3,500
0370	POSTAGE/SHIPPING/TELEGRAM Postage for mailing	7900	OPERATION OF PLANT	100		100
0375	CELLULAR TELEPHONE Cellular telephone stipend for Supervisor and Zone Managers (\$75 per Zone Manager per month)	7900	OPERATION OF PLANT	4,000	(400)	3,600
Sub-Total (Page 1 Only)				\$ 24,506	\$ (358)	\$ 24,148
GRAND TOTAL				\$ 465,806	\$ (19,028)	\$ 446,778

SCHOOL DISTRICT OF OKALOOSA COUNTY
BUDGET ADJUSTMENT SHEET
FISCAL YEAR 2021-2022

MIS 3176

COST CENTER NAME: Custodial Services

CENTER NUMBER: 9006

PROJECT NAME: Custodial Services

PROJECT NUMBER: 2011

OBJ	OBJECT NAME/DESCRIPTION	FUNC	FUNCTION NAME	AMOUNT REQUESTED	ADJUSTMENT	PROPOSED FINAL BUDGET
0390	OTHER PURCHASED SVC-PRINT/COPY Printing of employee handbook	7900	OPERATION OF PLANT	\$ 100		\$ 100
0393	CONTRACTS-NONPROFESSIONAL SVC Dust mop cleaning service, carpet steam cleaning services	7900	OPERATION OF PLANT	17,000		17,000
0420	BOTTLED GAS Bottled gas for equipment (Requesting increase due to increased cost of propane for burnishers)	7900	OPERATION OF PLANT	1,500		1,500
0450	GASOLINE Transportation for Zone Managers and Supervisor	7900	OPERATION OF PLANT	14,000		14,000
0510	SUPPLIES Supplies for office use, custodial supplies for schools; gloves, disinfectants, cleaning, supplies, stripper and wax, paper towels, toilet tissue, refreshners, etc. Shirts for zone managers, custodians, and cleaners (Reduced by amount to be paid through Projects 5060 & 5011.)	7900	OPERATION OF PLANT	345,000	(16,670)	328,330
0519	TECHNOLOGY SUPPLIES Technology supplies (printer ink, etc.)	7900	OPERATION OF PLANT	200		200
0550	REPAIR PARTS Repair parts for equipment (vacuum, cart wheels, etc.)	7900	OPERATION OF PLANT	1,000		1,000
0560	TIRES AND TUBES Tires and tubes for zone managers vehicles	7900	OPERATION OF PLANT	1,200		1,200
Sub-Total (Page 2 Only)				\$ 380,000	\$ (16,670)	\$ 363,330
GRAND TOTAL				\$ 465,806	\$ (19,028)	\$ 446,778

SCHOOL DISTRICT OF OKALOOSA COUNTY
BUDGET ADJUSTMENT SHEET
FISCAL YEAR 2021-2022

MIS 3176

COST CENTER NAME: Custodial Services

CENTER NUMBER: 9006

PROJECT NAME: Custodial Services

PROJECT NUMBER: 2011

OBJ	OBJECT NAME/DESCRIPTION	FUNC	FUNCTION NAME	AMOUNT REQUESTED	ADJUSTMENT	PROPOSED FINAL BUDGET
0641	EQUIP/FIXED ASSET (OVER \$1000)	7900	OPERATION OF PLANT	\$ 1,200		\$ 1,200
0642	EQUIPMENT (UNDER \$1000) Custodial equipment under \$1,000 such as vacuum cleaners and carts	7900	OPERATION OF PLANT	12,500		12,500
0643	COMPUTER(>\$1000)/TECH INFRASTRUCTURE iPad upgrade for each zone manager	7900	OPERATION OF PLANT	4,800		4,800
0730	DUES AND FEES Sunpass for vehicles: \$5,000 (zone managers and traveling employees) Fingerprints for possible new employees: \$5,000	7900	OPERATION OF PLANT	12,000	(2,000)	10,000
0732	MOTOR VEHICLE TAGS AND FEES Tags and fees for vehicles	7900	OPERATION OF PLANT	300		300
0750	OTHER PERSONNEL SERVICES(TEMP) Substitute cleaners and summer cleaners	7900	OPERATION OF PLANT	30,500		30,500
Sub-Total (Page 3 Only)				\$ 61,300	\$ (2,000)	\$ 59,300
GRAND TOTAL				\$ 465,806	\$ (19,028)	\$ 446,778

SCHOOL DISTRICT OF OKALOOSA COUNTY
Department Staffing Summary
Fiscal Year 2021-2022

MIS 3390

Department Name: Custodial Services
Cost Center No.: 9006
Project Name: Custodial Services
Fund Number : 1010
Project Number: 2011
Type Funding: Transfer of School Funds *

Section A

Positions Approved for Fiscal Year 2020-2021			
Job Title	# of Positions	Average Cost	Total Cost
Cleaner - 10 Month (3.50 Hour FTE)	3.00		\$ 31,200
Zone Manager - 12 Month	4.00		333,045
(A) Total Positions Approved For FY 2020-2021	7.00		\$ 364,245

Section B-1

Approved Additions, Deletions and/or Changes - Fiscal Year 2020-2021				
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 2021-2022				
Job Title	Type*	# of Positions	Average Cost	Total Cost
(B) Total Requested Additions, Deletions, Changes		-		\$ -

Section C

Positions Submitted for Approval for Fiscal Year 2021-2022			
Job Title	# of Positions	Average Cost	Total Cost
Cleaner - 10 Month (3.50 Hour FTE)	3.00		\$ 31,200
Zone Manager - 12 Month	4.00		333,045
(C) Total Positions Submitted for Approval FY 2021-2022	7.00		\$ 364,245

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

*Cleaner FTE has been changed to reflect a 3.5 hour day.

*Positions will be funded by transferring school overhead funds as shown on "Custodial Services Allocation."