



**SCHOOL DISTRICT OF OKALOOSA COUNTY
INSTRUCTIONAL MATERIALS
TEXTBOOKS, MEDIA, & SCIENCE LAB
FISCAL YEAR 2023-2024
AS OF APRIL 2023**

Instructional Materials is a direct allocation to schools from State categorical funds. Use of Instructional Materials allocation is defined in s. 1006.40, Florida Statutes (see attached). Additional policies and procedures have been adopted by the School Board. See Okaloosa County School District - Guidebook of Policies and Procedures - Chapter 3 - Instructional Matters for textbook ordering procedures and timelines.

Project Numbers:

Instructional Materials - Textbooks - 3105

These funds may be used to purchase instructional materials, textbooks, or other items which have an intellectual content and assist in the instruction of a subject or course.

Instructional Materials - Media - 3106

These funds may be used to purchase and/or repair library books, instructional materials, and reference books.

Instructional Materials - Science Lab - 3109

These funds may be used to purchase science lab materials and supplies.

Allocation Method:

Instructional Materials - Textbooks 90% X \$'s Per Adjusted Unweighted FTE X Adjusted UFTE
90% of allocation held at District level for State adoptions
Remaining funds allocated to schools for use as "text flex"

Instructional Materials - Media 90% X \$'s Per Adjusted Unweighted FTE X Adjusted UFTE

Instructional Materials - Science Lab 90% X \$'s Per Adjusted Unweighted FTE X Adjusted UFTE

Allocation Amount:

	<u>Per Adjusted UFTE</u>			
Instructional Materials - Textbooks	90% x \$ 72.99	Per UFTE	Less 90%	(State Adoptions @ District Level)
Instructional Materials - Media	90% x \$ 4.47	Per UFTE		
Instructional Materials - Science Lab	90% x \$ 1.22	Per UFTE		

	<u>Per UFTE</u>		<u>UFTE</u>		<u>Allocation</u>
Example: <i>Edwins Elementary</i>	90% x \$ 72.99	x	434.00	Less 90%	= \$ 2,851 (Textbooks)
	90% x \$ 4.47	x	434.00		= \$ 1,746 (Media)
	90% x \$ 1.22	x	434.00		= \$ 477 (Science Lab)

For the initial budget process, the allocation for your school will be placed in the following:

Project Name	Fund	Function	Object Code	Cost Center	Project Number
Instructional Materials - Textbooks	1010	5100	0520	Center	3105
Instructional Materials - Media	1010	6200	0610	Center	3106
Instructional Materials - Science Lab	1010	5100	0510	Center	3109

Beginning August 1, after the adoption of the preliminary and tentative budget, you may enter budget amendments to better utilize the funds.

SCHOOL DISTRICT OF OKALOOSA COUNTY
INSTRUCTIONAL MATERIALS - TEXTBOOKS, MEDIA, & SCIENCE
FISCAL YEAR 2023-2024
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COST CENTER NUMBER	SCHOOL/CENTER NAME	ADJUSTED PROJECTED UFTE	TEXTBOOKS ESTIMATE			MEDIA ESTIMATE	SCIENCE LAB ESTIMATE	TOTAL INSTRUCTIONAL MATERIALS
			ESTIMATED REVENUE PER FINAL CONFERENCE: \$ 2,643,229			\$ 150,169	\$ 41,046	
			UFTE PER FINAL CONFERENCE: 33,593.18			\$ 4.47	\$ 1.22	
			\$ 72.99	90%	EQUALS SCHOOL TEXTBOOK FLEX ALLOCATION	90% x UFTE x \$ PER UFTE MEDIA	90% x UFTE x \$ PER UFTE SCIENCE	
			90% x UFTE x \$ PER UFTE TEXTBOOKS	LESS FUNDS HELD AT DISTRICT FOR STATE ADOPTIONS				
0031	EDWINS ELEMENTARY SCHOOL	434.00	\$ 28,510	\$ (25,659)	\$ 2,851	\$ 1,746	\$ 477	\$ 5,074
0041	BAKER SCHOOL	1,418.00	93,150	(83,835)	9,315	5,705	1,557	16,577
0051	BOB SIKES ELEMENTARY SCHOOL	820.00	53,867	(48,480)	5,387	3,299	900	9,586
0082	MEIGS MIDDLE SCHOOL	545.00	35,802	(32,222)	3,580	2,193	598	6,371
0092	SHOAL RIVER MIDDLE SCHOOL	935.00	61,421	(55,279)	6,142	3,762	1,027	10,931
0121	RUCKEL MIDDLE SCHOOL	1,054.00	69,238	(62,314)	6,924	4,240	1,157	12,321
0131	DESTIN ELEMENTARY SCHOOL	1,007.00	66,151	(59,536)	6,615	4,051	1,106	11,772
0151	EDGE ELEMENTARY SCHOOL	534.00	35,079	(31,571)	3,508	2,148	586	6,242
0161	EGLIN ELEMENTARY SCHOOL	459.00	30,152	(27,137)	3,015	1,847	504	5,366
0201	LAUREL HILL SCHOOL	437.00	28,707	(25,836)	2,871	1,758	480	5,109
0211	NICEVILLE HIGH SCHOOL	1,826.00	119,952	(107,957)	11,995	7,346	2,005	21,346
0222	NORTHWOOD ELEMENTARY SCHOOL	775.00	50,911	(45,820)	5,091	3,118	851	9,060
0241	SILVER SANDS SCHOOL	111.00	7,292	N/A	7,292	447	122	7,861
0251	RIVERSIDE ELEMENTARY SCHOOL	945.00	62,078	(55,870)	6,208	3,802	1,038	11,048
0271	PRYOR MIDDLE SCHOOL	675.00	44,341	(39,907)	4,434	2,716	741	7,891
0281	WRIGHT ELEMENTARY SCHOOL	632.00	41,517	(37,365)	4,152	2,543	694	7,389
0431	SHALIMAR ELEMENTARY SCHOOL	617.00	40,531	(36,478)	4,053	2,482	677	7,212
0541	ELLIOTT PT. ELEMENTARY SCHOOL	593.00	38,955	(35,060)	3,895	2,386	651	6,932
0561	MARY ESTHER ELEMENTARY SCHOOL	423.00	27,787	(25,008)	2,779	1,702	464	4,945
0571	PLEW ELEMENTARY SCHOOL	819.00	53,801	(48,421)	5,380	3,295	899	9,574
0581	CHOCTAW HIGH SCHOOL	1,560.00	102,478	(92,230)	10,248	6,276	1,713	18,237
0601	CRESTVIEW HIGH SCHOOL	2,201.00	144,586	(130,127)	14,459	8,855	2,417	25,731
0621	KENWOOD ELEMENTARY SCHOOL	519.00	34,094	(30,685)	3,409	2,088	570	6,067
0631	FLO ROSA ELEMENTARY SCHOOL	512.00	33,634	(30,271)	3,363	2,060	562	5,985
0641	FT. WALTON BEACH HIGH SCHOOL	1,339.10	87,967	(79,170)	8,797	5,387	1,470	15,654
0651	BRUNER MIDDLE SCHOOL	743.00	48,808	(43,927)	4,881	2,989	816	8,686
0671	LEWIS SCHOOL	663.00	43,553	(39,198)	4,355	2,667	728	7,750
0681	LONGWOOD ELEMENTARY SCHOOL	525.00	34,488	(31,039)	3,449	2,112	576	6,137
0701	OKALOOSA TECHNICAL COLLEGE	37.00	2,431	(2,188)	243	N/A	N/A	243
0721	OKALOOSA STEM ACADEMY	367.00	24,109	(21,698)	2,411	1,476	403	4,290
0731	WALKER ELEMENTARY SCHOOL	858.00	56,363	(50,727)	5,636	3,452	942	10,030
0741	BLUEWATER ELEMENTARY SCHOOL	912.00	59,910	(53,919)	5,991	3,669	1,001	10,661
0751	ANTIOCH ELEMENTARY SCHOOL	1,009.00	66,282	(59,654)	6,628	4,059	1,108	11,795
0761	DAVIDSON MIDDLE SCHOOL	1,221.00	80,209	(72,188)	8,021	4,912	1,341	14,274
0771	DESTIN MIDDLE SCHOOL	860.00	56,494	(50,845)	5,649	3,460	944	10,053
0801	RICHBOURG SCHOOL	82.64	5,429	N/A	5,429	332	91	5,852
0811	SOUTHSIDE PRIMARY SCHOOL	212.00	13,926	N/A	13,926	853	233	15,012
TOTAL		28,679.74	\$ 1,884,003	\$ (1,671,621)	\$ 212,382	\$ 115,233	\$ 31,449	\$ 359,064

Excerpt from The 2022 Florida Statutes

1006.40 Use of instructional materials allocation; instructional materials, library books, and reference books; repair of books.

- (1) On or before July 1 each year, the commissioner shall certify to each district school superintendent the estimated allocation of state funds for instructional materials, computed pursuant to the provisions of s. [1011.67](#) for the ensuing fiscal year.
- (2) Each district school board must purchase current instructional materials to provide each student in kindergarten through grade 12 with a major tool of instruction in core courses of the subject areas of mathematics, language arts, science, social studies, reading, and literature. Such purchase must be made within the first 3 years after the effective date of the adoption cycle unless a district school board or a consortium of school districts has implemented an instructional materials program pursuant to s. [1006.283](#).
- (3)
 - (a) Except for a school district or a consortium of school districts that implements an instructional materials program pursuant to s. [1006.283](#), each district school board shall use the annual allocation only for the purchase of instructional materials that align with state standards and are included on the state-adopted list, except as otherwise authorized in paragraphs (b) and (c).
 - (b) Up to 50 percent of the annual allocation may be used for:
 1. The purchase of library and reference books and nonprint materials.
 2. The purchase of other materials having intellectual content which assist in the instruction of a subject or course. These materials may be available in bound, unbound, kit, or package form and may consist of hardbacked or softbacked textbooks, novels, electronic content, consumables, learning laboratories, manipulatives, electronic media, computer courseware or software, and other commonly accepted instructional tools as prescribed by district school board rule.
 3. The repair and renovation of textbooks and library books and replacements for items which were part of previously purchased instructional materials.
 - (c) District school boards may use 100 percent of that portion of the annual allocation designated for the purchase of instructional materials for kindergarten, and 75 percent of that portion of the annual allocation designated for the purchase of instructional materials for first grade, to purchase materials not on the state-adopted list.
 - (d) Any materials purchased pursuant to this section must be:
 1. Free of pornography and material prohibited under s. [847.012](#).
 2. Suited to student needs and their ability to comprehend the material presented.
 3. Appropriate for the grade level and age group for which the materials are used or made available.

Excerpt from The 2022 Florida Statutes

1006.40 Use of instructional materials allocation; instructional materials, library books, and reference books; repair of books. (Continued)

- (4) Each district school board is responsible for the content of all materials used in a classroom or otherwise made available to students. Each district school board shall adopt rules, and each district school superintendent shall implement procedures, that:
 - (a) Maximize student use of the district-approved instructional materials.
 - (b) Provide a process for public review of, public comment on, and the adoption of materials, including those used to provide instruction required by s. [1003.42](#), which satisfies the requirements of s. [1006.283](#)(2)(b)8., 9., and 11.
- (5) District school boards may issue purchase orders subsequent to February 1 in an aggregate amount which does not exceed 20 percent of the current year's allocation, and subsequent to April 1 in an aggregate amount which does not exceed 90 percent of the current year's allocation, for the purpose of expediting the delivery of instructional materials which are to be paid for from the ensuing year's allocation. This subsection does not apply to a district school board or a consortium of school districts that implements an instructional materials program pursuant to s. [1006.283](#).
- (6) In any year in which the total instructional materials allocation for a school district has not been expended or obligated prior to June 30, the district school board shall carry forward the unobligated amount and shall add it to the next year's allocation.
- (7) A district school board or a consortium of school districts that implements an instructional materials program pursuant to s. [1006.283](#) may use the annual allocation to purchase instructional materials not on the state-adopted list. However, instructional materials purchased pursuant to this section which are not included on the state-adopted list must meet the criteria of s. [1006.31\(2\)](#), align with state standards adopted by the State Board of Education pursuant to s. [1003.41](#), and be consistent with course expectations based on the district's comprehensive plan for student progression and course descriptions adopted in state board rule.