

**SCHOOL DISTRICT OF OKALOOSA COUNTY**  
**Department Staffing Chart**

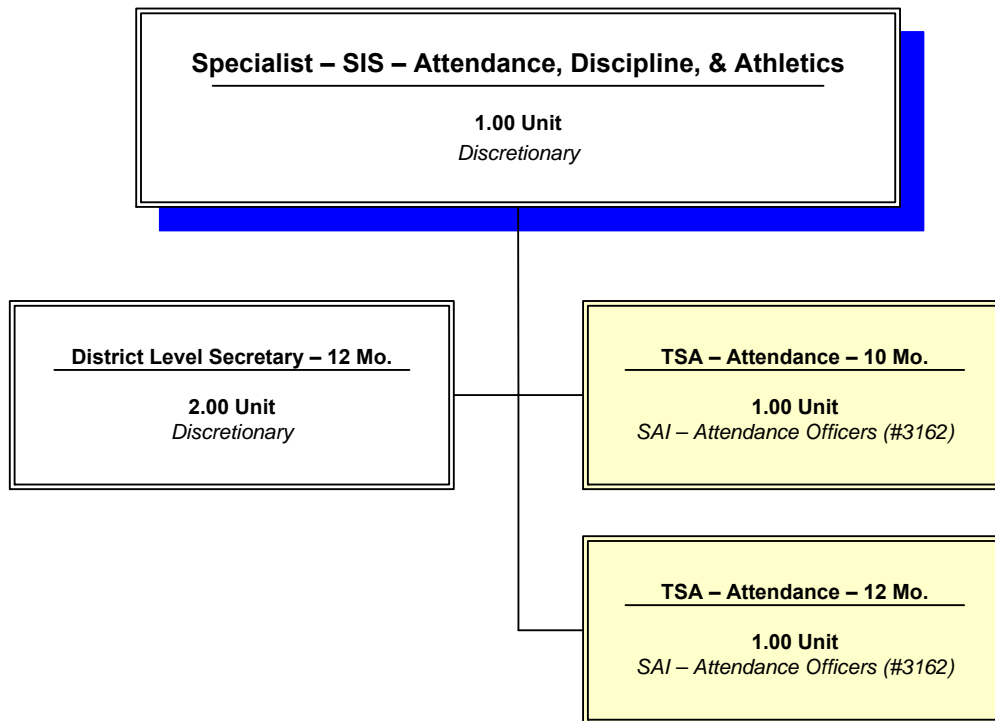
***Student Intervention Services (SIS) –  
Attendance, Discipline, & Athletics***

**Cost Center: 9023**

**Fiscal Year 2024-2025**



## Staffing Chart



Positions Working at School Level

**OKALOOSA COUNTY SCHOOL DISTRICT  
DISTRICT LEVEL - COST CENTER BUDGETS  
FISCAL YEAR 2024-2025**

**DEPARTMENT:** Student Intervention Services (SIS) - Attendance, Discipline, & Athletics

**COST CENTER:** 9023

**COST CENTER DESCRIPTION:**

The Student Intervention Services – Attendance, Discipline, & Athletics Department oversees attendance, discipline, and athletics. This includes overseeing all co-curricular and extra-curricular activities including music, forensics, academic teams, athletic scheduling, waivers, coaching issues, Florida High School Activities Association, Title IX compliance and eligibility; and assisting school with attendance and discipline issues.

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

**APPROPRIATIONS AND STAFFING:**

APPROPRIATIONS				
Object Group Number	Object Group Name	Original 2023-2024 Appropriation	2024-2025 Appropriation	\$ Increase (Decrease)
100 / 200	Salaries & Benefits			
	Administrative/Managerial	\$ 131,523	\$ 133,762	\$ 2,239
	Educational Support	62,059	111,569	49,510
	Instructional	-	-	-
	Professional/Technical	-	-	-
	Subtotal - Salaries & Benefits	193,582	245,331	51,749
300	Purchased Service	6,875	4,988	(1,887)
400	Energy Services	-	-	-
500	Materials & Supplies	1,740	2,428	688
600	Capital Outlay	900	1,850	950
700	Other Expenses	150	400	250
900	Transfers/Reserves	-	-	-
	Total Combined Appropriation	\$ 203,247	\$ 254,997	\$ 51,750

STAFFING			
	2023-2024 Recommendation	2024-2025 Recommendation	# Increase (Decrease)
Administrative/Managerial	1.00	1.00	-
Educational Support	1.00	2.00	1.00
Instructional	-	-	-
Professional/Technical	-	-	-
Total Staff	2.00	3.00	1.00

**OTHER INFORMATION:**

The Program Director - Student Intervention Services - ESOL, Psychologists, & Health Services is the approving authority for this cost center.

SCHOOL DISTRICT OF OKALOOSA COUNTY  
BUDGET ADJUSTMENT SHEET  
FISCAL YEAR 2024-2025

MIS 3176

COST CENTER NAME: SIS - Attendance, Discipline, & Athletics

CENTER NUMBER: 9023

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 stipend	6100	PUPIL PERSONNEL SERVICES	\$ 34		\$ 34
0330	IN-COUNTY TRAVEL Travel to meetings, bus accident/crisis sites, and other locations to ensure safe schools	6100	PUPIL PERSONNEL SERVICES	1,000		1,000
0331	OUT-OF-COUNTY TRAVEL For annual coaches seminar	6100	PUPIL PERSONNEL SERVICES	500		500
0360	LEASE AND RENTAL AGREEMENTS Copier lease for copier located in the Student Intervention Services office - Niceville \$149/month x 12 months	6100	PUPIL PERSONNEL SERVICES	1,788		1,788
0370	POSTAGE/SHIPPING/TELEGRAM Postage/shipping of expulsion letters/packets (certified, return receipt requested), truancy letters, and other correspondence	6100	PUPIL PERSONNEL SERVICES	250		250
0375	CELLULAR TELEPHONE Cellular telephone stipend for Specialist	6100	PUPIL PERSONNEL SERVICES	450		450
0390	OTHER PURCHASED SVC - PRINT/COPY Printing Student Code of Conduct, Crisis Intervention charts, and bullying materials	6100	PUPIL PERSONNEL SERVICES	1,000		1,000
0510	SUPPLIES General operating supplies and additional resources for STP rooms and discipline binders.	6100	PUPIL PERSONNEL SERVICES	2,378		2,378
Sub-Total (Page 1 Only)				\$ 7,400	\$ -	\$ 7,400
GRAND TOTAL				<u>\$ 9,700</u>	<u>\$ -</u>	<u>\$ 9,700</u>

SCHOOL DISTRICT OF OKALOOSA COUNTY  
BUDGET ADJUSTMENT SHEET  
FISCAL YEAR 2024-2025

MIS 3176

COST CENTER NAME: SIS - Attendance, Discipline, & Athletics

CENTER NUMBER: 9023

PROJECT NAME: DISCRETIONARY

PROJECT NUMBER: N/A

OBJ	OBJECT NAME/DESCRIPTION	FUNC	FUNCTION NAME	AMOUNT REQUESTED	ADJUSTMENT	PROPOSED FINAL BUDGET
0519	TECHNOLOGY SUPPLIES Ink and toner	6100	PUPIL PERSONNEL SERVICES	\$ 50		\$ 50
0622	AUDIO VISUAL (UNDER \$5000) CDs/DVDs for use in bullying and dating violence instruction as mandated by State	6100	PUPIL PERSONNEL SERVICES	150		150
0642	EQUIPMENT (UNDER \$5000) Replacement and/or addition of needed equipment	6100	PUPIL PERSONNEL SERVICES	100		100
0644	COMPUTER HARDWARE(UNDER \$5000) Replacement of monitors/keyboards/printers etc.	6100	PUPIL PERSONNEL SERVICES	1,500		1,500
0692	SOFTWARE (UNDER \$5000) Upgrades to software (i.e. program conversion; scanning software)	6100	PUPIL PERSONNEL SERVICES	100		100
0730	DUES AND FEES Notary fee, registration for conferences, dues for professional	6100	PUPIL PERSONNEL SERVICES	400		400
				-		-
				-		-
Sub-Total (Page 2 Only)				\$ 2,300	\$ -	\$ 2,300
GRAND TOTAL				<u>\$ 9,700</u>	<u>\$ -</u>	<u>\$ 9,700</u>

SCHOOL DISTRICT OF OKALOOSA COUNTY  
Department Staffing Summary  
Fiscal Year 2024-2025

MIS 3390

Department Name: SIS - Attendance, Discipline, and Athletics  
Cost Center No.: 9023  
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 2023-2024			
Job Title	# of Positions	Average Cost	Total Cost
District Level Secretary - 12 Month	1.00		\$ 53,828.00
Specialist - 12 Month	1.00		133,728.00
(A) Total Positions Approved For FY 2023-2024	2.00		\$ 187,556.00

**Section B-1**

Approved Additions, Deletions and/or Changes - Fiscal Year 2023-2024				
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 2024-2025				
Job Title	Type*	# of Positions	Average Cost	Total Cost
District Level Secretary - 12 Month	A	1.00	(a)	\$ 57,741.00
(B) Total Requested Additions, Deletions, Changes		1.00		\$ 57,741.00

**Section C**

Positions Submitted for Approval for Fiscal Year 2024-2025			
Job Title	# of Positions	Average Cost	Total Cost
District Level Secretary - 12 Month	2.00		\$ 111,569.00
Specialist - 12 Month	1.00		133,728.00
(C) Total Positions Submitted for Approval FY 2024-2025	3.00		\$ 245,297.00

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

(a) Add 1.00 District Level Secretary - 12 Month effective July 30, 2024.