



**SCHOOL DISTRICT OF OKALOOSA COUNTY
TECHNICAL ASSISTANCE MEMORANDUM
FINANCE**

FINANCE TAM: 2003-005
CONTACT: Kenn Macdonald, Accountant
Budgeting & Financial Services
TELEPHONE: 833-6313

TO: Middle School Principals/Band Directors
FROM: Rita Scallan, Program Director
Budgeting & Financial Services
DATE: September 17, 2002
SUBJECT: Middle School Band Instrument Replacement Allocation - Project #2393

On September 9, 2002, the School Board approved the final adoption of the School District's Budget for Fiscal Year 2002-2003. The District's budget included a \$100,000 band instrument replacement allocation for middle schools. This allocation is being funded through the Capital Outlay Budget.

There are nine schools which will receive an allocation in the amount of \$11,111.11 (see Attachment A). This allocation will be placed in the following funding strip: fund 3940, object 0641, function 7400, your schools cost center, project 2393 (Band Instrument Replacement Project). Each school will be able to enter requisitions. Schools will be able to **only** make budget amendments between object 0641 (Furniture, Fixtures and Equipment \$750 or greater) and object 0642 (Furniture, Fixtures and Equipment less than \$750). The purchase price of the band instrument will dictate which object to utilize. Object 0641 will be used if the purchase price of the instrument is equal to or greater than \$750 and object 0642 will be used if the purchase price of the band instrument is less than \$750. All other funding strip codes will remain the same. The funds will be available to schools today.

Should you have any questions or need additional information, please contact Kenn Macdonald at 833-6313.

C: Superintendent
Assistant Superintendents
Chief Officer - Human Resources
Chief Officer - Quality Assurance
Chief Financial Officer
Debbie Bruce
Kenn MacDonald

Attachment A

**School District of Okaloosa County
Middle School Band Instrument Allocation
Fiscal Year 2002-2003
September 17, 2002**

School No.	School Name	Allocation Amount
0041	Baker School	\$ 11,111.12
0651	Bruner Middle	11,111.11
0761	Davidson Middle	11,111.11
0771	Destin Middle	11,111.11
0671	Lewis Middle	11,111.11
0082	Meigs Middle	11,111.11
0271	Pryor Middle	11,111.11
0092	Richbourg Middle	11,111.11
0121	Ruckel Middle	11,111.11
	Total Allocation	<u>\$ 100,000.00</u>