



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

FINANCE TAM: 2006-011
CONTACT: Paula Sadler, Accountant
Budgeting & Financial Services
TELEPHONE: 833-7689

TO: Selected School Principals
FROM: Rita Scallan, Director - Finance
DATE: September 19, 2005
SUBJECT: Monthly Child Care Report
Fiscal Year 2005-2006

A handwritten signature in blue ink, reading "Rita Scallan".

In an effort to provide information that is easy to understand, the **Monthly Child Care Report** has been revised.

An explanation of each line item on the revised report is listed below:

- **Revenue** – Month to Date column reflects the amount of fees collected for the month. Year to Date column reflects the amount of cumulative fees collected for the current fiscal year.
- **Expenses** – Month to Date column shows the expenditures for each object code for the month. Year to Date column reflects the cumulative expenditures for the fiscal year.
- **Plus Project Carryovers** – **NEW!** This amount reflects your school's carryover amount from fiscal year 2004-2005.
- **Less Encumbrances** – **NEW!** This amount reflects your school's Encumbrances for the current fiscal year.
- **Revenue Over/Under Expenses** – This amount reflects the net amount of the Total Revenue less Expenses. The Month to Date Total is for the month, and the Year to Date Total is cumulative which also includes carryovers from the prior fiscal year.

Please find attached your school's Monthly Child Care Reports for July and August 2005.

Your feedback is very important to us. All comments and suggestions on the new format will be greatly appreciated. If you have any ideas how we can make these reports more user friendly, please contact Paula Sadler in Finance at 833-7689 or Sadlerp@mail.okaloosa.k12.fl.us.

Attachments

C: Cabinet Members
Budget Bookkeepers