



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

FINANCE TAM: 2009-002
CONTACT: Julie Perry, Budget Analyst
Budgeting & Financial Services
TELEPHONE: 833-5850

TO: Selected School Principals
FROM: Debbie Bruce, Director – Budgeting & Financial Services
DATE: July 3, 2008
SUBJECT: Summer Intensive Studies (SIS) – Project 6127
Initial Allocation – Term 2

A handwritten signature in cursive, appearing to read "Debbie Bruce", written in black ink.

The Budgeting & Financial Services Department has allocated funds for each participating school's Summer Intensive Studies (SIS) program, Term 2, for Fiscal Year 2007-2008. This term will run July 7 through July 25, 2008, and consist of 15 days operated Monday through Friday. Elementary and middle schools were not eligible for Term 2 funding. The attached spreadsheet reflects each school's allocation.

Pertinent information regarding your school's budget is noted below:

1. Your school's allocation has been budgeted in salaries for hourly teachers (1010-5100-0132-Center-6127) and supplies (1010-5100-0510-Center-6127). Your school can begin making budget amendments to allocate supply dollars to the specific expenditure objects required to implement your summer program.
2. Your school's initial allocation was based on school projections provided by Quality Assurance.
3. Destin Middle School and Ruckel Middle School were allocated funds for Term 1; however, these schools have elected to delay SIS until Term 2. See TAM 2008-043 for allocation information.
4. The Teacher to Student Ratio will be: Elementary – 1:15, Middle – 1:18, and High – 1:21.
5. Sections will be closed when the average daily attendance for a teacher drops below 12.0 (Elementary), 15.0 (Middle), or 18.0 (High).
6. Teachers working the entire 15 days will be paid 90 hours (5 hours of instruction + 1.00 hour for pre/post planning and program evaluation per day X 15 days = 90 hours).
7. Schools will not be "held harmless" as enrollment will be verified on each Term's FTE "date certain," and funds will be adjusted accordingly.
8. Schools will not be responsible for SIS transportation costs. As transportation costs are accumulated and charged to the schools' SIS budgets, the SIS budgets will be increased accordingly.

Should you have any questions or need additional information regarding SIS, please contact the following individuals based on subject area:

1. Budget Issues - Julie Perry at 833-5850
2. SIS Program/Student Data - Guyla Hendricks at 833-5860.

Attachment

**SCHOOL DISTRICT OF OKALOOSA COUNTY
SUMMER INTENSIVE STUDIES - PROJECT 6127
INITIAL ALLOCATION - TERM 2
SUMMER 2008
JULY 2, 2008**

School Number	School Name	A	B	C	D	E	F	G	H	I	J
		Projected Number of Students	Projected Teaching Units	Funded Teaching Units	Average Instructional Hourly Rate	Instructional Hours Per Teacher for Pay Purposes	Plus 5% Leave Earned	Total Instructional Hours to Fund	Estimated Cost of Instructional Staff	Materials Allocation	Total SIS Allocation
									(C X D X G)		(G + H)

Elementary Schools (Not Funded):

0031	Edwins Elementary	-	-	-	\$ 38	90.00	4.50	94.50	\$ -	\$ -	\$ -
0041	Baker School (Elementary)	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0051	Bob Sikes Elementary	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0131	Destin Elementary	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0151	Edge Elementary	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0161	Eglin Elementary	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0201	Laurel Hill School (Elementary)	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0222	Northwood Elementary	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0251	Southside Elementary	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0261	Valparaiso Elementary	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0281	Wright Elementary	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0431	Shalimar Elementary	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0541	Elliott Point Elementary	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0561	Mary Esther Elementary	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0571	Plew Elementary	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0621	Kenwood Elementary	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0631	Florosa Elementary	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0671	Lewis Middle (Elementary)	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0681	Longwood Elementary	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0731	Walker Elementary	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0741	Bluewater Elementary	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0751	Antioch Elementary	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-

Middle Schools (Not Funded):

0041	Baker School (Middle)	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0082	Meigs Middle	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0092	Richbourg Middle	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0121	Ruckel Middle	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0201	Laurel Hill School (Middle)	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0271	Pryor Middle	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0651	Bruner Middle	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0671	Lewis Middle (Middle)	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0761	Davidson Middle	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0771	Destin Middle	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-

High Schools:

0041	Baker School (High)	25.00	1.19	1.00	\$ 38	90.00	4.50	94.50	3,591	1,000	4,591
0201	Laurel Hill School (High)	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0211	Niceville High	76.00	3.62	4.00	\$ 38	90.00	4.50	94.50	14,364	1,000	15,364
0581	Choctawhatchee High	189.00	9.00	9.00	\$ 38	90.00	4.50	94.50	32,319	1,000	33,319
0601	Crestview High	110.00	5.24	5.00	\$ 38	90.00	4.50	94.50	17,955	1,000	18,955
0641	Ft. Walton Beach High	165.00	7.86	8.00	\$ 38	90.00	4.50	94.50	28,728	1,000	29,728

Not Participating in Summer School:

0701	OATC	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0781	ECCI - South	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
0791	ECCI - North	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-
9818	Northwest Florida Ballet	-	-	-	\$ 38	90.00	4.50	94.50	-	-	-

Total	565.00	26.91	27.00						\$ 96,957	\$ 5,000	\$ 101,957
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Notes:

- Initial Allocation based on school projections provided by Quality Assurance.
- Destin Middle and Ruckel Middle were allocated funds for Term 1; however, these schools have elected to delay SIS until Term 2. See TAM 2008-043 for allocation.
- Teacher to Student Ratio: Elementary - 1:15, Middle - 1:18, High - 1:21
- Sections will be closed when the average daily attendance for a teacher drops below 12.0 (Elementary), 15.0 (Middle), or 18.0 (High).
- Teachers working the entire 15 days will be paid 90 hours (5 hours instruction plus 1.00 hour for pre/post planning and program evaluation per day times 15 days).
- Schools will not be "held harmless." Enrollment will be verified on each Term's FTE "date certain" and funds will be adjusted.