



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

FINANCE TAM: 2009-016
CONTACT: Debbie Bruce - Director
Budgeting & Financial Services
TELEPHONE: 833-5827

TO: Selected Principals
FROM: Rita Scallan - Chief Financial Officer
DATE: November 20, 2008
SUBJECT: Distribution of Ocean City Elementary Budgetary and Internal Funds

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

As you know, Ocean City Elementary School was closed effective June 30, 2008. For fiscal year 2008-2009, the students at Ocean City Elementary School were projected to attend Longwood Elementary School, Mary Esther Elementary School, Shalimar Elementary School, and Wright Elementary School.

Please refer to the following information regarding the distribution of Ocean City Elementary School's remaining budgetary and internal funds:

I. Budgetary Funds

Distribution was based on the number of Ocean City Elementary School students in attendance on the first day of school for Fiscal Year 2008-2009. Mary Esther Elementary did not have any Ocean City students attend on the first day of school based on attendance data provided by Information Systems on October 7, 2008.

Remaining Discretionary (No Project), Lottery – Discretionary Project (3101), and Instructional Materials – Textbooks Project (3105) will be distributed to Longwood Elementary School, Shalimar Elementary School, and Wright Elementary School. All funds will be budgeted in each school's respective budget reserve account with the exception of Performance Pay, which will be budgeted in Object 0104 – Performance Pay. *Please see attached Distribution of School Budgetary Funds –Ocean City Elementary School Closure for details.*

II. Internal Funds

Longwood Elementary School, Shalimar Elementary School, and Wright Elementary School will receive distributions of the remaining internal fund balances based on the same criteria used for budgetary funds. These funds must be placed in accounts that represent their original purpose. *Please see attached Distribution of School Internal Funds – Ocean City Elementary School Closure for details.*

After funds are distributed and all outstanding checks are cleared, Finance will seek School Board approval to close Ocean City Elementary's checking account.

Should you have any questions or need additional information, please contact Debbie Bruce at 833-5827.

Attachments

cc: Executive Staff
Selected Bookkeepers

SCHOOL DISTRICT OF OKALOOSA COUNTY
DISTRIBUTION OF SCHOOL BUDGETARY FUNDS
 OCEAN CITY ELEMENTARY SCHOOL CLOSURE
 FISCAL YEAR 2008-2009
 OCTOBER 16, 2008

	LONGWOOD	MARY ESTHER	SHALIMAR	WRIGHT	TOTAL
NUMBER OF STUDENTS	75.00	-	80.00	107.00	262.00
PERCENTAGE OF DISTRIBUTION	28.63%	0.00%	30.53%	40.84%	100.00%

FUND	PROJECT	PROJECT NAME	OCEAN CITY CARRYOVER	LONGWOOD DISTRIBUTION	MARY ESTHER DISTRIBUTION	SHALIMAR DISTRIBUTION	WRIGHT DISTRIBUTION	TOTAL DISTRIBUTED
1010		DISCRETIONARY (NO PROJECT)	\$ 77,274.43	\$ 22,123.67	\$ -	\$ 23,591.88	\$ 31,558.88	\$ 77,274.43
1010	3101	LOTTERY -DISCRETIONARY	9,291.10	2,660.04	-	2,836.57	3,794.49	9,291.10
1010	3105	INSTRUCTIONAL MATERLS-TEXTBOOK	7,645.22	2,188.83	-	2,334.09	3,122.30	7,645.22
1010	3106	INSTRUCTIONAL MATERIALS-MEDIA	-	-	-	-	-	-
1010	3109	INSTRUCTIONAL MATERIALS-SCIENC	-	-	-	-	-	-
1010	7160	LOTTERY - SCHOOL RECOGNITION	-	-	-	-	-	-
1010	8160	LOTTERY - SCHOOL RECOGNITION	-	-	-	-	-	-

PERFORMANCE PAY:

1010		DISCRETIONARY - OBJECT 0104	\$ 7,071.00	\$ 2,024.43	\$ -	\$ 2,158.78	\$ 2,887.79	\$ 7,071.00
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TOTAL FUNDS DISTRIBUTED	\$ 101,281.75	\$ 28,996.97	\$ -	\$ 30,921.32	\$ 41,363.46	\$ 101,281.75
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NOTE:

THE REMAINING DISCRETIONARY FUNDS HAVE BEEN DISTRIBUTED TO THE ABOVE REFERENCED SCHOOLS BASED ON THE NUMBER OF OCEAN CITY STUDENTS IN ATTENDANCE ON THE FIRST DAY OF SCHOOL IN FISCAL YEAR 2008-2009. THIS INFORMATION WAS PROVIDED BY INFORMATION SYSTEMS ON OCTOBER 7, 2008.

SCHOOL DISTRICT OF OKALOOSA COUNTY
DISTRIBUTION OF SCHOOL INTERNAL FUNDS
OCEAN CITY ELEMENTARY SCHOOL CLOSURE
FISCAL YEAR 2008-2009
OCTOBER 16, 2008

NUMBER OF STUDENTS
PERCENTAGE OF DISTRIBUTION

LONGWOOD	MARY ESTHER	SHALIMAR	WRIGHT	TOTAL
75.00	-	80.00	107.00	262.00
28.63%	0.00%	30.53%	40.84%	100.00%

FUND/ ACCOUNT	ACCOUNT DESCRIPTION	OCEAN CITY CARRYOVER	LONGWOOD DISTRIBUTION	MARY ESTHER DISTRIBUTION	SHALIMAR DISTRIBUTION	WRIGHT DISTRIBUTION	TOTAL DISTRIBUTED
1-0010.00	PHYSICAL EDUCATION	\$ 442.63	\$ 126.72	\$ -	\$ 135.13	\$ 180.78	\$ 442.63
2-0210.00	MUSIC	134.23	38.43	-	40.98	54.82	134.23
3-0110.00	KINDERGARTEN	607.88	174.04	-	185.59	248.25	607.88
3-0120.00	FIRST GRADE	1,120.67	320.85	-	342.14	457.68	1,120.67
3-0130.00	SECOND GRADE	217.57	62.29	-	66.42	88.86	217.57
3-0140.00	THIRD GRADE	196.18	56.17	-	59.89	80.12	196.18
3-0150.00	FOURTH GRADE	166.61	47.70	-	50.87	68.04	166.61
3-0160.00	FIFTH GRADE	605.96	173.49	-	185.00	247.47	605.96
5-0510.00	MEDIA CENTER	383.77	109.87	-	117.16	156.74	383.77
6-0603.00	STUDENT WELFARE NEEDS	480.67	137.62	-	146.75	196.30	480.67
9-0901.00	GENERAL	4,760.51	1,362.93	-	1,453.38	1,944.20	4,760.51
9-0903.00	DISCRETIONARY	117.85	33.74	-	35.98	48.13	117.85
9-0904.00	STUDENT RECOGNITION	1,958.83	560.81	-	598.03	799.99	1,958.83
TOTAL DISTRIBUTED		\$ 11,193.36	\$ 3,204.66	\$ -	\$ 3,417.32	\$ 4,571.38	\$ 11,193.36

NOTE:

INTERNAL FUNDS HAVE BEEN DISTRIBUTED TO THE ABOVE REFERENCED SCHOOLS BASED ON THE NUMBER OF OCEAN CITY STUDENTS IN ATTENDANCE ON THE FIRST DAY OF SCHOOL IN FISCAL YEAR 2008-2009. THIS INFORMATION WAS PROVIDED BY INFORMATION SYSTEMS ON OCTOBER 7, 2008.