



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

FINANCE TAM: 2010-006

CONTACT: Julie Perry, Specialist
Budgeting & Financial Services

TELEPHONE: 833-5850

TO: Elementary & K-12 School Principals

FROM: Rita R. Scallan, Chief Financial Officer 

DATE: August 27, 2009

SUBJECT: CSR – FAIR Assessment – Project 0113

The District has created a special project entitled CSR – FAIR Assessment – Project 0113. This project was created to provide schools, which have grade levels K-2, financial assistance to help defray the cost of hiring substitutes for teachers administering the FAIR assessment to individual students. These funds will allow elementary and K-12 schools to provide a half-day substitute for each Kindergarten, 1st and 2nd grade teacher. Any additional time required will be the responsibility of the school. Schools have until October 18, 2009, to complete the testing and data entry for download. Information Systems will be providing a Technical Assistance paper regarding the data entry process.

The attached spreadsheet reflects the number of Kindergarten, 1st and 2nd grade teachers at each school and their corresponding allocations. The teacher data was provided by Information Systems, and the capture date was August 25, 2009. As you know, the instructional substitute rate of pay is \$64.86 or \$89.18 per day, depending on degree; therefore, Budgeting has allocated \$45.00 per teacher plus corresponding benefits. When entering substitute information into the payroll system, please enter the following budget strip: 1010.5100.0750.Center.0113.

Should you have any questions or require further information, please do not hesitate to contact Julie Perry at 833-5850.

cc: Executive Staff
School Bookkeepers

SCHOOL DISTRICT OF OKALOOSA COUNTY
CSR - FAIR TESTING - PROJECT 0113
FISCAL YEAR 2009-2010
AUGUST 27, 2009

CENTER	SCHOOL NAME	A	B	C = (A X B)	D = (C X 1.45%)	E = (C + D)
		NO. OF K-2 TEACHERS	COST PER HALF-DAY SUBSTITUTE	SUBSTITUTE ALLOCATION	MEDICARE ALLOCATION	TOTAL ALLOCATION
0031	EDWINS ELEMENTARY SCHOOL	13.00	\$ 45	\$ 585	\$ 8	\$ 593
0041	BAKER SCHOOL	14.00	45	630	9	639
0051	BOB SIKES ELEMENTARY SCHOOL	19.00	45	855	12	867
0131	DESTIN ELEMENTARY	21.00	45	945	14	959
0151	EDGE ELEMENTARY	14.00	45	630	9	639
0161	EGLIN ELEMENTARY	15.00	45	675	10	685
0201	LAUREL HILL SCHOOL	6.00	45	270	4	274
0222	NORTHWOOD ELEMENTARY	17.00	45	765	11	776
0251	RIVERSIDE ELEMENTARY	16.00	45	720	10	730
0261	VALPARAISO ELEMENTARY SCHOOL	11.00	45	495	7	502
0281	WRIGHT ELEMENTARY	15.00	45	675	10	685
0431	SHALIMAR ELEMENTARY	15.00	45	675	10	685
0541	ELLIOTT POINT ELEMENTARY	14.00	45	630	9	639
0561	MARY ESTHER ELEMENTARY SCHOOL	15.00	45	675	10	685
0571	PLEW ELEMENTARY	16.00	45	720	10	730
0621	KENWOOD ELEMENTARY	17.00	45	765	11	776
0631	FLOROSA ELEMENTARY SCHOOL	11.00	45	495	7	502
0681	LONGWOOD ELEMENTARY SCHOOL	13.00	45	585	8	593
0731	WALKER ELEMENTARY	19.00	45	855	12	867
0741	BLUEWATER ELEMENTARY SCHOOL	22.00	45	990	14	1,004
0751	ANTIOCH ELEMENTARY	22.00	45	990	14	1,004
9820	OKALOOSA BLENDED	6.00	45	270	4	274
TOTAL		331.00		\$ 14,895	\$ 213	\$ 15,108

NOTE:
NUMBER OF TEACHERS PROVIDED BY INFORMATION SYSTEMS ON AUGUST 25, 2009.