



SCHOOL DISTRICT OF OKALOOSA COUNTY TECHNICAL ASSISTANCE MEMORANDUM FINANCE

FINANCE TAM: 2013-012
CONTACT: Beth Marky, Accountant
Budgeting and Financial Services
TELEPHONE: 833-5827

TO: School Principals
FROM: Rita R. Scallan, Chief Financial Officer
DATE: October 12, 2012 – Revised October 17, 2012
SUBJECT: School Recognition Awards – Preliminary Information

A handwritten signature in blue ink, reading "Rita R. Scallan", is placed over the "FROM:" line.

The fiscal year 2012-2013 School Recognition Award allocation will be based on school grades earned in fiscal year 2011-2012 and the fiscal year 2011-2012 Full Time Equivalent (FTE) students as reported in the 4th FEFP calculation. In addition, alternative schools that improve one level in the overall rating or maintain an “improving” level are eligible for school recognition award money. At this time, the maximum award amount per UFTE is \$100.00; however, this amount may be decreased slightly as the allocation is dependent upon the number of schools state-wide that actually qualify for the funding.

The Department of Education will make one distribution in fiscal year 2012-2013 which will include all schools. **The official award notification is scheduled to be received in January 2013, and plans must be approved by the school staff and the School Advisory Council by February 1, 2013.** If plans are not approved by February 1, 2013, the award must be equally distributed to all classroom teachers currently teaching at the school.

Attached is a **Preliminary** School Recognition Funds spreadsheet that indicates the following information:

- Fiscal Year 2011-2012 4th FEFP UFTE
- Preliminary School Grade
- Maximum Allocation Per UFTE
- Estimated Maximum Allocation if Determined Eligible

Estimated maximum allocations have been calculated for all schools with preliminary school grades of “A” or “pending.” **This estimate is for informational purposes only and should be used to develop and fully approve a plan, including SAC approval. The approved plan will be used if the school receives the award.**

It is suggested that the following contingencies be included in the approved plan:

School Not Receiving Award:

- In the event that School Recognition Funds are not awarded, this plan is null and void.

Award Amount Less Than Estimate:

- In the event that School Recognition Funds are less than anticipated, the amount set-aside for _____ will be reduced accordingly.

Allowable Expenditures

Per Florida Statute 1008.36 Florida School Recognition Program, school recognition awards must be used for the following:

- Non-recurring bonuses to the faculty and staff,
- Non-recurring expenditures for educational equipment or materials to assist in maintaining and improving student performance, or
- Temporary personnel for the school to assist in maintaining and improving student performance.

Bonuses

When School Recognition funds are used to pay bonuses, please keep in mind that the individuals are responsible for their taxes, including income tax and FICA. However, the District must also pay its portion of FICA. The total cost of a bonus is:

Bonus Amount (Paid to Individual) + District's Share of FICA (7.65%) = Total Cost of the Bonus

Example: \$500.00 + \$38.25 = \$538.25

Plans must clearly state whether the bonus is the "Bonus Amount (Paid to Individual)" or the "Total Cost of the Bonus (Paid to Individual + District's Share of FICA)." The District does not pay FICA for non-employees; therefore, non-employees will receive the Bonus Amount (\$500.00 as shown in example above) unless the plan specifically states that the individual should receive the Total Cost of the Bonus (\$538.25).

Plan Submission

All SAC-approved plans should be submitted to Beth Marky in Budgeting before Christmas break. The plans must include the sign-off sheet that is sent to schools by Personnel. Budgeting will review the plans and submit them to the Superintendent for approval.

Once the official award notification has been received from DOE in January, another memorandum will be sent out with actual awards, budgeting information, and payroll information. At that time each school will submit its budgeting paperwork and other compensation forms.

If you have any questions relating to budgeting for the School Recognition funds, please call Beth Marky in Budgeting at 833-5827.

Attachments

cc: Executive Staff
OCEA
Payroll Department
Budgeting Bookkeepers

SCHOOL DISTRICT OF OKALOOSA COUNTY
ESTIMATED SCHOOL RECOGNITION FUNDS FOR PRELIMINARY "A" & PENDING SCHOOLS
INCLUSION ON THIS SPREADSHEET DOES NOT CONFIRM ELIGIBILITY
SPREADSHEET PROVIDED FOR PLANNING PURPOSES ONLY
FISCAL YEAR 2012-2013
REVISED OCTOBER 17, 2012

CENTER	SCHOOL NAME	FY 2011-2012 4TH FEFP UFTE	PRELIMINARY SCHOOL GRADE/ IMPROVEMENT RATING	MAXIMUM ALLOCATION PER UFTE	ESTIMATED MAXIMUM ALLOCATION IF DETERMINED ELIGIBLE
--------	-------------	----------------------------------	---	-----------------------------------	---

DISTRICT SCHOOLS

0031	EDWINS ELEMENTARY SCHOOL	422.43	B	\$ 100	\$ -
0041	BAKER SCHOOL	1,321.31	PENDING	\$ 100	132,131
0051	BOB SIKES ELEMENTARY SCHOOL	804.99	A	\$ 100	80,499
0082	MEIGS MIDDLE SCHOOL	526.96	A	\$ 100	52,696
0092	SHOAL RIVER MIDDLE SCHOOL	870.97	A	\$ 100	87,097
0121	RUCKEL MIDDLE SCHOOL	918.05	A	\$ 100	91,805
0131	DESTIN ELEMENTARY SCHOOL	888.23	A	\$ 100	88,823
0151	EDGE ELEMENTARY SCHOOL	534.02	A	\$ 100	53,402
0161	EGLIN ELEMENTARY SCHOOL	450.03	A	\$ 100	45,003
0201	LAUREL HILL SCHOOL	421.22	PENDING	\$ 100	42,122
0211	NICEVILLE HIGH SCHOOL	1,824.02	PENDING	\$ 100	182,402
0222	NORTHWOOD ELEMENTARY SCHOOL	708.56	A	\$ 100	70,856
0241	SILVER SANDS SCHOOL	144.66	IMPROVING	\$ 100	14,466
0251	RIVERSIDE ELEMENTARY SCHOOL	861.00	A	\$ 100	86,100
0271	PRYOR MIDDLE SCHOOL	571.86	A	\$ 100	57,186
0281	WRIGHT ELEMENTARY SCHOOL	607.70	B	\$ 100	-
0431	SHALIMAR ELEMENTARY SCHOOL	566.64	A	\$ 100	56,664
0541	ELLIOTT PT. ELEMENTARY SCHOOL	626.02	A	\$ 100	62,602
0561	MARY ESTHER ELEMENTARY SCHOOL	584.29	A	\$ 100	58,429
0571	PLEW ELEMENTARY SCHOOL	692.83	A	\$ 100	69,283
0581	CHOCTAW HIGH SCHOOL	1,634.59	PENDING	\$ 100	163,459
0601	CRESTVIEW HIGH SCHOOL	1,803.77	PENDING	\$ 100	180,377
0621	KENWOOD ELEMENTARY SCHOOL	604.80	A	\$ 100	60,480
0631	FLOROSA ELEMENTARY SCHOOL	541.67	B	\$ 100	-
0641	FT. WALTON BEACH HIGH SCHOOL	1,676.12	PENDING	\$ 100	167,612
0651	BRUNER MIDDLE SCHOOL	822.91	A	\$ 100	82,291
0671	LEWIS K-8 SCHOOL	620.12	A	\$ 100	62,012
0681	LONGWOOD ELEMENTARY SCHOOL	559.90	B	\$ 100	-
0701	CHOICE HIGH SCHOOL & TECHNICAL CENTER	365.35	PENDING	\$ 100	36,535
0731	WALKER ELEMENTARY SCHOOL	703.69	A	\$ 100	70,369
0741	BLUEWATER ELEMENTARY SCHOOL	805.12	A	\$ 100	80,512
0751	ANTIOCH ELEMENTARY SCHOOL	783.58	A	\$ 100	78,358
0761	DAVIDSON MIDDLE SCHOOL	886.89	A	\$ 100	88,689
0771	DESTIN MIDDLE SCHOOL	605.94	A	\$ 100	60,594
0801	RICHBOURG SCHOOL	48.12	IMPROVING	\$ 100	4,812
TOTAL - DISTRICT SCHOOLS		26,808.36			2,467,666

DISTRICT OPERATED REGULAR PROGRAMS

0721	OKALOOSA STEM ACADEMY	-	N/A	N/A	-
0791	ECCI - NORTH & BEST CHANCE	95.22	N/A	N/A	-
0811	SOUTHSIDE PRE-K	81.21	N/A	N/A	-
7001	K-12 FLORIDA VIRTUAL	-	N/A	N/A	-
7004	OKALOOSA ONLINE	37.35	N/A	N/A	-
9818	NWFL BALLET	140.60	A	\$ 100	14,060
9819	TEACHING ADJUDICATED YOUTH	17.50	N/A	N/A	-
9820	OKALOOSA BLENDED SCHOOL	11.22	N/A	N/A	-
TOTAL - DISTRICT OPERATED REGULAR PROGRAMS		383.10			14,060

TOTAL - DISTRICT SCHOOLS AND REGULAR PROGRAMS	27,191.46			2,481,726
--	------------------	--	--	------------------

SCHOOL DISTRICT OPERATED PROGRAMS FOR DJJ STUDENTS FUNDED FRO 240 DAYS

9810	GULF COAST YOUTH ACADEMY	96.95	N/A	N/A	-
9811	OKALOOSA YOUTH DEVELOPMENT CENTER	56.69	N/A	N/A	-
9812	OKALOOSA YOUTH ACADEMY	112.54	N/A	N/A	-
9813	OKALOOSA REGIONAL DETENTION CENTER	16.92	N/A	N/A	-
9814	ADOLESCENT SUBSTANCE ABUSE PROGRAM	51.76	N/A	N/A	-
9817	MILTON GIRLS JUVENILE RESIDENTIAL FACILITY	71.49	N/A	N/A	-
TOTAL - DISTRICT OPERATED DJJ PROGRAM		406.35			-

TOTAL - SCHOOLS, REGULAR PROGRAMS & DJJ PROGRAMS	27,597.81			\$ 2,481,726
---	------------------	--	--	---------------------

DISTRICT CHARTER SCHOOLS & PROGRAMS

9800	OKALOOSA ACADEMY	308.64	PENDING	\$ 100	30,864
9805	NWFS COLLEGIATE HIGH SCHOOL	269.95	PENDING	\$ 100	26,995
9807	LIZA JACKSON PREPARATORY SCHOOL	831.11	A	\$ 100	83,111
9815	AMIKIDS - EMERALD COAST	46.08	N/A	N/A	-
TOTAL - DISTRICT CHARTER SCHOOLS & PROGRAMS		1,455.78			140,970

TOTAL - SCHOOLS, REGULAR PROGRAMS, DJJ PROGRAMS, & CHARTERS	29,053.59			\$ 2,622,696
--	------------------	--	--	---------------------