



**SCHOOL DISTRICT OF OKALOOSA COUNTY
INTEROFFICE MEMORANDUM
FINANCE DEPARTMENT**

FINANCE TAM: 2014-042

CONTACT: Julie Perry, Director
Budgeting & Financial Services

TELEPHONE: 833-5850

TO: School Principals

FROM: Rita R. Scallan, Chief Financial Officer

DATE: April 21, 2014

SUBJECT: Discretionary Set-Aside – Schools – Project 4099 – Final Adjustment

On January 15, 2014, Finance issued TAM 2014-030 – Discretionary Set-Aside – Schools – Project 4099. As a first step in the transition process from decentralized budgeting to a hybrid budgeting model combining centralized and decentralized models, Finance assessed school reserves as of December 13, 2013, and the use of those funds. The assessment included the actual mid-year adjustments and projected final adjustments in FEFP Base Funding and CSR – Equalization for each school. Projected regular operating expenditures were taken into account on the reviews, and the estimated available Discretionary budget at year-end was calculated. Finance then moved excess Discretionary funds to Discretionary Set-Aside – Schools – Project 4099.

Now that the actual final adjustments for FEFP Base Funding and CSR – Equalization have been made, Finance has recalculated the funds to be moved to Discretionary Set-Aside – Schools – Project 4099. The attached spreadsheet indicates the calculation, which is explained below:

Section 1 – Information Per Reviews Dated December 13, 2013

- Column “A” – “Estimated Available Discretionary Budget Year-End” is the amount from Item “E” on the School Budget Review. This is based on positions and key operating budget expenditures, such as utilities, substitutes, and supplies.
- Column “B” – “Probable Discretionary Budget Changes” are the amounts listed in Items “F” and “G,” if applicable. The budget lines reviewed in this section were in addition to the key operating budget expenditures.
- Column “C” – “Final Estimated Available Discretionary Budget Year-End” is the total of Columns “A” and “B.”

Section 2 – Revision Due to Final Adjustment

- Column “D” – “Less Projected Final Adjustment” – Schools with projected increases in FEFP Base Funding per the actual October FTE and projected February FTE received 50% of the increase in their mid-year adjustments. If schools had maintained the projected increases, their final adjustments would have been the additional 50% reflected in this column. These projected increases were included on the school budget reviews dated December 13, 2013; therefore, they are a part of the estimated available Discretionary year-end budget. This estimate has been deducted from the projected year-end in order to add the actual final adjustment.
- Column “E” – “Plus Actual Final Adjustment” – This is the actual final adjustment each school received due to actual February FTE. This amount has been added to obtain the revised estimated available Discretionary at year-end.

Section 3 – Final Discretionary Set-Aside Calculation

- Column “G” – “Maximum Funds to Remain in School Discretionary Budget” – This is the same as listed on the previous memorandum - \$50,000.
- Column “H” – “Revised Funds to Move to Discretionary Set-Aside Project 4099” – Revised final estimated available Discretionary budget funds at year-end (Column “F”) in excess of \$50,000 will be moved to Discretionary Set-Aside – Schools – Project 4099. This amount may be different than previously calculated on TAM 2014-030 due to the difference between estimated final adjustment and actual final adjustment as shown in Section 2.
- Column “I” – “Less Funds Moved to Discretionary Set-Aside Project 4099 Mid-Year” – This is the amount that was moved per TAM 2014-030.
- Column “J” – “Funds to Move To/(From) Discretionary Set-Aside Project 4099 After Final Adjustment” – A positive amount in this column indicates the additional funds that have been moved to Project 4099 from Discretionary (1010.9890.0987.Center). A negative amount in this column indicates the funds that have been moved from Project 4099 to Discretionary (1010.9890.0987.Center).

Should you have any questions, need additional information, or have information that would affect this budget review, please contact Julie Perry at 833-5850.

Attachment

cc: Executive Staff
Bookkeepers

SCHOOL DISTRICT OF OKALOOSA COUNTY
DISCRETIONARY SET-ASIDE - PROJECT 4099
BASED ON LEAVING \$50,000 AT SCHOOLS OVER & ABOVE REGULAR OPERATING EXPENDITURES
ESTIMATED AVAILABLE DISCRETIONARY YEAR-END BUDGET BASED ON REVIEWS DATED DECEMBER 13, 2013
REVISED BASED ON ACTUAL FINAL ADJUSTMENT
FISCAL YEAR 2013-2014
REVISED APRIL 22, 2014

		INFO PER REVIEWS DATED 12/13/2013			REVISION DUE TO FINAL ADJUSTMENT			FINAL DISCRETIONARY SET-ASIDE CALCULATION			
		A	B	C	D	E	F	G	H	I	J
CENTER	SCHOOL NAME	ESTIMATED AVAILABLE DISCR. BUDGET YEAR-END	PROBABLE DISCR. BUDGET CHANGES	FINAL ESTIMATED AVAILABLE DISCR. BUDGET YEAR-END	LESS PROJECTED FINAL ADJUSTMENT	PLUS ACTUAL FINAL ADJUSTMENT	REVISED FINAL ESTIMATED AVAILABLE DISCR. BUDGET YEAR-END	MAXIMUM FUNDS TO REMAIN IN SCHOOL DISCR. BUDGET	REVISED FUNDS TO MOVE TO DISCR. SET- ASIDE PROJECT 4099	LESS FUNDS MOVED TO DISCR. SET-ASIDE PROJECT 4099 MID-YEAR	FUNDS TO MOVE TO/(FROM) DISCR. SET-ASIDE PROJECT 4099 AFTER FINAL ADJUSTMENT
		(A + B)			(SEE NOTE #1)	(SEE NOTE #2)	SUM(C:E)	\$ 50,000	IF F > G, (F - G)	TAM 2014-030	(H - I)
DISTRICT SCHOOLS											
0031	EDWINS ELEMENTARY SCHOOL	\$ 157,960	\$ 12,000	\$ 169,960	\$ (63,804)	\$ 54,528	\$ 160,684	\$ 50,000	\$ 110,684	\$ 56,156	\$ 54,528
0041	BAKER SCHOOL	(7,020)	-	(7,020)	(25,708)	45,264	12,536	50,000	-	-	-
0051	BOB SIKES ELEMENTARY SCHOOL	414,262	12,000	426,262	(101,594)	95,730	420,398	50,000	370,398	274,668	95,730
0082	MEIGS MIDDLE SCHOOL	112,593	7,000	119,593	-	5,701	125,294	50,000	75,294	69,593	5,701
0092	SHOAL RIVER MIDDLE SCHOOL	42,464	20,000	62,464	-	(20,176)	42,288	50,000	-	12,464	(12,464)
0121	RUCKEL MIDDLE SCHOOL	174,746	6,500	181,246	(49,365)	53,432	185,313	50,000	135,313	81,881	53,432
0131	DESTIN ELEMENTARY SCHOOL	187,131	-	187,131	(51,144)	46,875	182,862	50,000	132,862	85,987	46,875
0151	EDGE ELEMENTARY SCHOOL	117,731	3,000	120,731	-	9,551	130,282	50,000	80,282	70,731	9,551
0161	EGLIN ELEMENTARY SCHOOL	42,852	-	42,852	-	(41,771)	1,081	50,000	-	-	-
0201	LAUREL HILL SCHOOL	(27,040)	3,700	(23,340)	-	(18,853)	(42,193)	50,000	-	-	-
0211	NICEVILLE HIGH SCHOOL	272,149	-	272,149	(102,170)	164,804	334,783	50,000	284,783	119,979	164,804
0222	NORTHWOOD ELEMENTARY SCHOOL	16,635	-	16,635	(61,736)	20,115	(24,986)	50,000	-	-	-
0241	SILVER SANDS SCHOOL	243,289	4,100	247,389	-	(50,840)	196,549	50,000	146,549	197,389	(50,840)
0251	RIVERSIDE ELEMENTARY SCHOOL	138,127	7,000	145,127	-	17,184	162,311	50,000	112,311	95,127	17,184
0271	PRYOR MIDDLE SCHOOL	242,366	7,900	250,266	-	6,879	257,145	50,000	207,145	200,266	6,879
0281	WRIGHT ELEMENTARY SCHOOL	108,380	16,100	124,480	(75,276)	103,475	152,679	50,000	102,679	-	102,679
0431	SHALIMAR ELEMENTARY SCHOOL	227,548	4,600	232,148	(80,394)	114,253	266,007	50,000	216,007	101,754	114,253
0541	ELLIOTT POINT ELEMENTARY SCHOOL	54,462	-	54,462	-	-	54,462	50,000	4,462	4,462	-
0561	MARY ESTHER ELEMENTARY SCHOOL	129,329	-	129,329	(50,822)	37,537	116,044	50,000	66,044	28,507	37,537
0571	PLEW ELEMENTARY SCHOOL	169,587	6,592	176,179	(64,905)	97,205	208,479	50,000	158,479	61,274	97,205
0581	CHOCTAW HIGH SCHOOL	85,742	1,200	86,942	-	11,603	98,545	50,000	48,545	36,942	11,603
0601	CRESTVIEW HIGH SCHOOL	(178,458)	-	(178,458)	(103,916)	97,035	(185,339)	50,000	-	-	-
0621	KENWOOD ELEMENTARY SCHOOL	34,844	3,000	37,844	(13,761)	18,810	42,893	50,000	-	-	-
0631	FLOROSA ELEMENTARY SCHOOL	49,337	-	49,337	(85,393)	102,354	66,298	50,000	16,298	-	16,298
0641	FORT WALTON BEACH HIGH SCHOOL	60,521	3,800	64,321	-	32,782	97,103	50,000	47,103	14,321	32,782
0651	BRUNER MIDDLE SCHOOL	16,047	8,300	24,347	(10,439)	4,724	18,632	50,000	-	-	-
0671	LEWIS K-8 SCHOOL	53,393	6,729	60,122	-	2,712	62,834	50,000	12,834	10,122	2,712
0681	LONGWOOD ELEMENTARY SCHOOL	315,183	-	315,183	(137,080)	153,314	331,417	50,000	281,417	128,103	153,314
0701	CHOICE HIGH & VOCATIONAL CENTER	21,831	6,200	28,031	-	(42,028)	(13,997)	50,000	-	-	-
0731	WALKER ELEMENTARY SCHOOL	141,183	2,800	143,983	(31,707)	31,842	144,118	50,000	94,118	62,276	31,842
0741	BLUEWATER ELEMENTARY SCHOOL	94,900	1,800	96,700	(138,063)	149,009	107,646	50,000	57,646	-	57,646
0751	ANTIOCH ELEMENTARY SCHOOL	174,353	3,100	177,453	(56,330)	86,393	207,516	50,000	157,516	71,123	86,393
0761	DAVIDSON MIDDLE SCHOOL	236,554	37,500	274,054	(27,097)	36,562	283,519	50,000	233,519	196,957	36,562
0771	DESTIN MIDDLE SCHOOL	335,027	18,900	353,927	-	(18,570)	335,357	50,000	285,357	303,927	(18,570)
0801	RICHBOURG SCHOOL	73,178	-	73,178	-	12,405	85,583	50,000	35,583	23,178	12,405
TOTAL - DISTRICT SCHOOLS		\$ 4,331,186	\$ 203,821	\$ 4,535,007	\$ (1,330,704)	\$ 1,419,840	\$ 4,624,143		\$ 3,473,228	\$ 2,307,187	\$ 1,166,041

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				(A + B)	(SEE NOTE #1)	(SEE NOTE #2)	SUM(C:E)	\$ 50,000	IF F > G, (F - G)	TAM 2014-030	(H - I)
DISTRICT OPERATED REGULAR PROGRAMS											
0721	OKALOOSA STEMM ACADEMY	56,197	-	56,197	-	(14,472)	41,725	50,000	-	6,197	(6,197)
0811	SOUTHSIDE PRE-K D	118,595	3,100	121,695	(9,287)	29,927	142,335	50,000	92,335	62,408	29,927
9818	NORTHWEST FLORIDA BALLET	-	-	-	-	(14,384)	(14,384)	50,000	-	-	-
9819	TEACHING ADJUDICATED YOUTH	90,777	-	90,777	-	(5,525)	85,252	N/A	-	-	-
TOTAL - DISTRICT OPERATED REGULAR PROGRAMS		\$ 265,569	\$ 3,100	\$ 268,669	\$ (9,287)	\$ (4,454)	\$ 254,928		\$ 92,335	\$ 68,605	\$ 23,730
DISTRICT OPERATED DJJ PROGRAM											
9810	GULF COAST YOUTH ACADEMY	40,516	4,778	45,294	-	(542)	44,752	N/A	-	-	-
9811	OKALOOSA YOUTH DEVELOPMENT CENTER	11,616	1,000	12,616	-	(13,930)	(1,314)	N/A	-	-	-
9812	OKALOOSA YOUTH ACADEMY	6,503	-	6,503	-	(6,237)	266	N/A	-	-	-
9813	OKALOOSA REGIONAL DETENTION CENTER	4,490	-	4,490	-	(6,270)	(1,780)	N/A	-	-	-
9814	ADOLES. SUBST. ABUSE PROG.	47,740	-	47,740	(4,525)	4,524	47,739	N/A	-	-	-
TOTAL - DISTRICT OPERATED DJJ PROGRAM		\$ 110,865	\$ 5,778	\$ 116,643	\$ (4,525)	\$ (22,455)	\$ 89,663		\$ -	\$ -	\$ -
TOTAL - SCHOOLS, REGULAR PROGRAMS, & DJJ PROGRAMS		\$ 4,707,620	\$ 212,699	\$ 4,920,319	\$ (1,344,516)	\$ 1,392,931	\$ 4,968,734		\$ 3,565,563	\$ 2,375,792	\$ 1,189,771

NOTES:

- COLUMN "D" - PROJECTED FINAL ADJUSTMENT: SCHOOLS WITH PROJECTED INCREASES IN FEPP BASE FUNDING PER THE ACTUAL OCTOBER FTE AND PROJECTED FEBRUARY FTE RECEIVED 50% OF THE INCREASE IN THEIR MID-YEAR ADJUSTMENTS. IF SCHOOLS HAD MAINTAINED THE PROJECTED INCREASES, THEIR FINAL ADJUSTMENTS WOULD HAVE BEEN THE ADDITIONAL 50% AS REFLECTED ABOVE. THESE PROJECTED INCREASES WERE INCLUDED ON SCHOOL BUDGET REVIEWS; THEREFORE, THEY ARE A PART OF THE ESTIMATED AVAILABLE DISCRETIONARY YEAR-END BUDGET. THIS ESTIMATE HAS BEEN DEDUCTED FROM THE PROJECTED YEAR-END IN ORDER TO ADD THE ACTUAL FINAL ADJUSTMENT.
- COLUMN "E" - ACTUAL FINAL ADJUSTMENT: THE ACTUAL FINAL ADJUSTMENT HAS BEEN ADDED TO OBTAIN THE REVISED ESTIMATED AVAILABLE DISCRETIONARY AT YEAR-END.