




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

FINANCE TAM: 2016-002

CONTACT: Julie Perry, Director
Budgeting & Financial Services

TELEPHONE: 833-5850

TO: School Principals

FROM: Rita R. Scallan, Chief Financial Officer 

DATE: July 13, 2015

SUBJECT: Fiscal Year 2015-2016 School Budget Allocations

On May 13, 2015, the Finance Department provided fiscal year 2015-2016 position allocations to all schools based on the School Board approved Staffing Grid and projected class size requirements. This memorandum provides information concerning all school budget allocations for fiscal year 2015-2016. Please see the following attachments:

School Position Summary (All school positions, regardless of funding, are summarized on this form, including positions that will be hired by the District on behalf of the school.)

Other Budget Allocations

- Discretionary Operating Budget (Supplies & Overhead – All funds have been budgeted to 1010.5100.0510.Center due to time constraints.)
- Instructional Materials – School Use
 - Instructional Materials – Textbook (Flex) (1010.5100.0510.Center.3105)
 - Instructional Materials – Media (1010.6200.0610.Center.3106)
 - Instructional Materials – Science (1010.5100.0510.Center.3109)
- Additional WFTE – School Use
 - AICE (1010.5100.0510.Center.9004)
 - AICE – Set-Aside (1010.5100.0510.Center.1004)
 - AP (1010.5100.0510.Center.2154)
 - AP – Initiative Set-Aside (1010.5100.0510.Center.7054)
 - IB (1010.5100.0510.Center.7055)
- Allocations for Positions & Operating (Schools have already purchased positions and appropriated their operating budgets.)
 - Child Care
 - Workforce Development
 - Title I
- Other Allocations – Specific Purposes
 - AICE – Bonuses & Exams (Project 5053)
 - AP – Bonuses & Exams (Project 5054)
 - IB – Bonuses & Exams (Project 5055)
 - ROTC (Project 2045)
 - School Maintenance (Project 2909)
 - School Maintenance – School Control (Project 5909)
- District Responsibility
 - Utilities
 - Temporary Personnel (Do not code tutors to Object 0750. All tutors must be paid through Object 0102 – Other Compensation.)
 - Health Care Services
 - Health Care Services – Medicaid
 - Custodial Services
 - Florida Teachers Classroom Supply Assistance

Supplements Worksheet

Health Services – Position Choice (This PDF indicates the costs incurred should a school choose to buy-up its health services position. School principals will receive a separate e-mail asking if they are choosing to buy-up the position and, if so, what the funding source will be.)

The School Budget Manual for fiscal year 2015-2016 will be posted to the District's Finance website next week for administrators, employees, School Advisory Councils, parents, taxpayers, and any other interested party. The School Budget Manual provides information about each of the revenue sources, allocation methodology, related statutory citations, and other supplemental information.

The following forms are also included with this memorandum. Please sign and return to Budgeting no later than Friday, July 17, 2015, for inclusion in the School Budget Book that will be presented to the School Board. Forms may be either placed in the courier or scanned and e-mailed to Julie Perry.

- Enrollment
- Revenue Projection
- Appropriations Comparison
- Projected Staffing Comparison

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

Attachments