



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


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FINANCE TAM: 2017-024

CONTACT: Julie Perry, Director  
Budgeting & Financial Services

TELEPHONE: 833-5850

TO: School Principals

FROM: Rita R. Scallan, Chief Financial Officer 

DATE: February 16, 2017

SUBJECT: Discretionary Set-Aside – Schools – Project 4099

As you may be aware, prior to the Florida Legislature convening its regular session each year, they schedule "Interim Committee Meetings" to study, discuss and propose solutions to issues facing Florida. Based on the "State of Florida Long-Range Financial Outlook" projections for fiscal years 2017-2018 through 2019-2020, estimated revenues are sufficient to meet all Critical and Other High Priority Needs identified in the Outlook for fiscal year 2017-2018. However, there are significant projected shortfalls in both fiscal year 2018-2019 and 2019-2020. As a result, Legislators have been discussing potential budget reductions to PreK-12 Education funding starting with fiscal year 2017-2018.

The District will not know if these potential budget reductions will materialize into actual reductions. However, based on the information which is currently available, the District must develop contingency plans to address significant budget reductions should they occur. "Freezing" school discretionary reserves in excess of \$5,000 is a precautionary step in preparing for actual State budget reductions. As the word denotes, we are **freezing** your reserve funds not **eliminating** or **taking** them. If your school needs to purchase a critical item, please send me an email outlining the need, and I will consult with the appropriate area for approval to release the funds.

The Finance Department will re-appropriate school discretionary reserves in excess of \$5,000 to Project 4099 – Discretionary Set-Aside – Schools. The attached spreadsheet reflects the calculation, which is explained below:

- Column "A" – "Object 0987 – Current Year Reserves"  
The amount reflected on this spreadsheet is the balance as of February 7, 2017.
- Column "B" – "Object 0988 – Carryover Reserves"  
Funds remaining at the end of fiscal year 2015-2016 were rolled forward into Object 0988. The amount reflected on this spreadsheet is the balance as of February 7, 2017.
- Column "C" – "Total Reserves"  
The total of Columns "A" and "B" reflect the total available Discretionary reserves for each school.
- Column "D" – "Funds to Remain in Discretionary"  
A maximum of \$5,000 will remain in school Discretionary funds.
- Column "E" – "Funds to Move to Project 4099 – Discr. Set-Aside"  
The amount shown in this column will be moved to Project 4099 – Discretionary Set-Aside – Schools.

Should you have any questions or need additional information, please contact Julie Perry at 833-5850.

Attachment

cc: Executive Staff  
Bookkeepers

**SCHOOL DISTRICT OF OKALOOSA COUNTY**  
**DISCRETIONARY SET-ASIDE - SCHOOLS - PROJECT 4099**  
**FISCAL YEAR 2016-2017**  
**FEBRUARY 16, 2017**

CENTER	CENTER NAME	A	B	C	D	E
		OBJECT 0987 CURRENT YEAR RESERVES	OBJECT 0988 CARRYOVER RESERVES	TOTAL RESERVES  (A + B)	FUNDS TO REMAIN IN DISCRETIONARY  (MAX \$5,000)	FUNDS TO MOVE TO PROJECT 4099 DISCR. - SET-ASIDE  (C - D)
0031	EDWINS ELEMENTARY SCHOOL	\$ 642.43	\$ -	\$ 642.43	\$ 642.43	\$ -
0041	BAKER SCHOOL	62,959.31	17,474.11	80,433.42	5,000.00	75,433.42
0051	BOB SIKES ELEMENTARY SCHOOL	3,362.00	46,492.49	49,854.49	5,000.00	44,854.49
0082	MEIGS MIDDLE SCHOOL	23,057.96	-	23,057.96	5,000.00	18,057.96
0092	SHOAL RIVER MIDDLE SCHOOL	8,490.00	35,119.60	43,609.60	5,000.00	38,609.60
0121	RUCKEL MIDDLE SCHOOL	23,011.21	41,702.59	64,713.80	5,000.00	59,713.80
0131	DESTIN ELEMENTARY	2,936.00	26,837.18	29,773.18	5,000.00	24,773.18
0151	EDGE ELEMENTARY	495.00	9,311.45	9,806.45	5,000.00	4,806.45
0161	EGLIN ELEMENTARY	6,635.00	-	6,635.00	5,000.00	1,635.00
0201	LAUREL HILL SCHOOL	-	-	-	-	-
0211	NICEVILLE HIGH	43,035.72	11,121.64	54,157.36	5,000.00	49,157.36
0222	NORTHWOOD ELEMENTARY	-	71,716.40	71,716.40	5,000.00	66,716.40
0241	SILVER SANDS SCHOOL	-	5,241.85	5,241.85	5,000.00	241.85
0251	RIVERSIDE ELEMENTARY	938.84	67,489.85	68,428.69	5,000.00	63,428.69
0271	PRYOR MIDDLE SCHOOL	8,947.32	892.33	9,839.65	5,000.00	4,839.65
0281	WRIGHT ELEMENTARY	-	17,655.42	17,655.42	5,000.00	12,655.42
0431	SHALIMAR ELEMENTARY	-	1,747.57	1,747.57	1,747.57	-
0541	ELLIOTT POINT ELEMENTARY	550.00	11,896.52	12,446.52	5,000.00	7,446.52
0561	MARY ESTHER ELEMENTARY SCHOOL	959.00	24,061.51	25,020.51	5,000.00	20,020.51
0571	PLEW ELEMENTARY	807.34	69,381.02	70,188.36	5,000.00	65,188.36
0581	CHOCTAWHATCHEE HIGH	23,347.00	85,681.29	109,028.29	5,000.00	104,028.29
0601	CRESTVIEW HIGH	27,708.47	-	27,708.47	5,000.00	22,708.47
0621	KENWOOD ELEMENTARY	-	13,595.90	13,595.90	5,000.00	8,595.90
0631	FLOROSA ELEMENTARY SCHOOL	527.34	-	527.34	527.34	-
0641	FORT WALTON BEACH HIGH	33,486.74	44,296.17	77,782.91	5,000.00	72,782.91
0651	BRUNER MIDDLE SCHOOL	7,533.67	40,407.38	47,941.05	5,000.00	42,941.05
0671	LEWIS SCHOOL	660.00	45,806.65	46,466.65	5,000.00	41,466.65
0681	LONGWOOD ELEMENTARY SCHOOL	-	13,386.13	13,386.13	5,000.00	8,386.13
0701	OK TECH COLLEGE & CHOICE HIGH	7.47	10,092.90	10,100.37	5,000.00	5,100.37
0721	OKALOOSA STEMM ACADEMY	3,798.68	51,369.81	55,168.49	5,000.00	50,168.49
0731	WALKER ELEMENTARY	288.00	43,434.29	43,722.29	5,000.00	38,722.29
0741	BLUEWATER ELEMENTARY SCHOOL	74.00	8,045.05	8,119.05	5,000.00	3,119.05
0751	ANTIOCH ELEMENTARY	35,143.00	9,030.51	44,173.51	5,000.00	39,173.51
0761	DAVIDSON MIDDLE SCHOOL	66,525.88	54,934.30	121,460.18	5,000.00	116,460.18
0771	DESTIN MIDDLE AT REGATTA BAY	1,415.00	1,013.78	2,428.78	2,428.78	-
0801	RICHBOURG SCHOOL	194.00	11,406.07	11,600.07	5,000.00	6,600.07
0811	SOUTHSIDE PRIMARY SCHOOL	1,430.00	17,101.36	18,531.36	5,000.00	13,531.36
<b>TOTAL</b>		<b>\$ 388,966.38</b>	<b>\$ 907,743.12</b>	<b>\$ 1,296,709.50</b>	<b>\$ 165,346.12</b>	<b>\$ 1,131,363.38</b>