



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

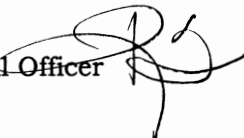
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FINANCE TAM: 2018-024

CONTACT: Beth Marky, Accountant  
Budgeting & Financial Services

TELEPHONE: 833-5827

TO: All Principals

FROM: Rita R. Scallan, Chief Financial Officer 

DATE: January 19, 2018

SUBJECT: Lottery – School Advisory Council – Project 8002

The District has received a Discretionary Lottery allocation from the State for fiscal year 2017-2018. We are required to allocate Discretionary Lottery funds, up to \$5.00 per unweighted FTE, to be used at the discretion of the school advisory council pursuant to sections 24.121(5) and 1001.452, Florida Statutes. The bill further states that if funds are insufficient to provide \$5.00 per student, the available funds are to be prorated.

The Lottery – School Advisory Council (Project 8002) allocation is based on each school's estimated actual unweighted FTE (actual October 2017 and estimated February 2018). The allocation per unweighted FTE is \$1.82, and the attached spreadsheet indicates each school's allocation. Funds have been appropriated to the following funding strip: 1010-5100-0510-Center-8002.

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

cc: Superintendent  
Executive Staff Members  
School Bookkeepers

Attachment

SCHOOL DISTRICT OF OKALOOSA COUNTY  
 LOTTERY - SAC - PROJECT 8002  
 FISCAL YEAR 2017-2018  
 JANUARY 18, 2018

COST CENTER NUMBER	SCHOOL/CENTER NAME	ESTIMATED ACTUAL UFTE (ACTUAL OCT + ESTIMATED FEB)	ALLOCATION PER UFTE
			\$ 1.82

**CENTRALLY BUDGETED SCHOOLS**

0031	EDWINS ELEMENTARY SCHOOL	462.12	\$ 841
0041	BAKER SCHOOL	1,418.88	2,582
0051	BOB SIKES ELEMENTARY SCHOOL	861.54	1,568
0082	MEIGS MIDDLE SCHOOL	535.86	975
0092	SHOAL RIVER MIDDLE SCHOOL	843.55	1,535
0121	RUCKEL MIDDLE SCHOOL	1,109.41	2,019
0131	DESTIN ELEMENTARY SCHOOL	916.26	1,668
0151	EDGE ELEMENTARY SCHOOL	633.91	1,154
0161	EGLIN ELEMENTARY SCHOOL	507.76	924
0201	LAUREL HILL SCHOOL	376.12	685
0211	NICEVILLE HIGH SCHOOL	1,960.69	3,568
0222	NORTHWOOD ELEMENTARY SCHOOL	815.76	1,485
0241	SILVER SANDS SCHOOL	147.62	269
0251	RIVERSIDE ELEMENTARY SCHOOL	830.69	1,512
0271	PRYOR MIDDLE SCHOOL	661.09	1,203
0281	WRIGHT ELEMENTARY SCHOOL	584.98	1,065
0431	SHALIMAR ELEMENTARY SCHOOL	665.29	1,211
0541	ELLIOTT PT. ELEMENTARY SCHOOL	654.30	1,191
0561	MARY ESTHER ELEMENTARY SCHOOL	611.13	1,112
0571	PLEW ELEMENTARY SCHOOL	796.42	1,449
0581	CHOCTAW HIGH SCHOOL	1,528.94	2,783
0601	CRESTVIEW HIGH SCHOOL	1,894.19	3,447
0621	KENWOOD ELEMENTARY SCHOOL	634.44	1,155
0631	FLOROSA ELEMENTARY SCHOOL	550.95	1,003
0641	FT. WALTON BEACH HIGH SCHOOL	1,590.80	2,895
0651	BRUNER MIDDLE SCHOOL	795.38	1,448
0671	LEWIS SCHOOL	719.29	1,309
0681	LONGWOOD ELEMENTARY SCHOOL	586.23	1,067
0701	OK. TECH. CENTER & CHOICE HIGH SCHOOL	155.54	283
0721	OKALOOSA STEM ACADEMY	235.04	428
0731	WALKER ELEMENTARY SCHOOL	857.68	1,561
0741	BLUEWATER ELEMENTARY SCHOOL	964.71	1,756
0751	ANTIOCH ELEMENTARY SCHOOL	948.49	1,726
0761	DAVIDSON MIDDLE SCHOOL	1,049.66	1,910
0771	DESTIN MIDDLE SCHOOL	736.03	1,340
0801	RICHBOURG SCHOOL	94.27	172
0811	SOUTHSIDE PRIMARY	250.92	457
<b>TOTAL CENTRALLY BUDGETED SCHOOLS</b>		<b>28,985.94</b>	<b>52,756</b>

**CONTRACTED SCHOOL**

9818	NWF BALLET ACADEMIE	141.33	257
<b>TOTAL CONTRACTED SCHOOL</b>		<b>141.33</b>	<b>257</b>

<b>TOTAL CENTRALLY BUDGETED SCHOOLS &amp; BALLET</b>		<b>29,127.27</b>	<b>\$ 53,013</b>
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## Excerpt from The 2017 Florida Statutes

### 24.121 Allocation of revenues and expenditure of funds for public education (State Lotteries).

(5)

- (c) A portion of such net revenues, as determined annually by the Legislature, shall be distributed to each school district and shall be made available to each public school in the district for enhancing school performance through development and implementation of a school improvement plan pursuant to s. [1001.42](#)(18). A portion of these moneys, as determined annually in the General Appropriations Act, must be allocated to each school in an equal amount for each student enrolled. These moneys may be expended only on programs or projects selected by the school advisory council or by a parent advisory committee created pursuant to this paragraph. If a school does not have a school advisory council, the district advisory council must appoint a parent advisory committee composed of parents of students enrolled in that school, which is representative of the ethnic, racial, and economic community served by the school, to advise the school's principal on the programs or projects to be funded. Neither school district staff nor principals may override the recommendations of the school advisory council or the parent advisory committee. These moneys may not be used for capital improvements or for any project or program that has a duration of more than 1 year; however, a school advisory council or parent advisory committee may independently determine that a program or project formerly funded under this paragraph should receive funds in a subsequent year.

## Excerpt from The 2017 Florida Statutes

### 1001.452 District and school advisory councils.

(1) ESTABLISHMENT.—

- (a) The district school board shall establish an advisory council for each school in the district and shall develop procedures for the election and appointment of advisory council members. Each school advisory council shall include in its name the words “school advisory council.” The school advisory council shall be the sole body responsible for final decisionmaking at the school relating to implementation of ss. [1001.42](#)(18) and [1008.345](#). A majority of the members of each school advisory council must be persons who are not employed by the school district. Each advisory council shall be composed of the principal and an appropriately balanced number of teachers, education support employees, students, parents, and other business and community citizens who are representative of the ethnic, racial, and economic community served by the school. Career center and high school advisory councils shall include students, and middle and junior high school advisory councils may include students. School advisory councils of career centers and adult education centers are not required to include parents as members. Council members representing teachers, education support employees, students, and parents shall be elected by their respective peer groups at the school in a fair and equitable manner as follows:

1. Teachers shall be elected by teachers.
2. Education support employees shall be elected by education support employees.
3. Students shall be elected by students.
4. Parents shall be elected by parents.

The district school board shall establish procedures to be used by schools in selecting business and community members that include means of ensuring wide notice of vacancies and of taking input on possible members from local business, chambers of commerce, community and civic organizations and groups, and the public at large. The district school board shall review the membership composition of each advisory council. If the district school board determines that the membership elected by the school is not representative of the ethnic, racial, and economic community served by the school, the district school board shall appoint additional members to achieve proper representation. The commissioner shall determine if schools have maximized their efforts to include on their advisory councils minority persons and persons of lower socioeconomic status. Although schools are strongly encouraged to establish school advisory councils, the district school board of any school district that has a student population of 10,000 or fewer may establish a district advisory council which includes at least one duly elected teacher from each school in the district. For the purposes of school advisory councils and district advisory councils, the term “teacher” includes classroom teachers, certified student services personnel, and media specialists. For purposes of this paragraph, “education support employee” means any person employed by a school who is not defined as instructional or administrative personnel pursuant to s. [1012.01](#) and whose duties require 20 or more hours in each normal working week.

- (b) The district school board may establish a district advisory council representative of the district and composed of teachers, students, parents, and other citizens or a district advisory council that may be comprised of representatives of each school advisory council. Recognized schoolwide support groups that meet all criteria established by law or rule may function as school advisory councils.

## Excerpt from The 2017 Florida Statutes

### 1001.452 District and school advisory councils. (Continued)

- (c) For those schools operating for the purpose of providing educational services to youth in Department of Juvenile Justice programs, district school boards may establish a district advisory council with appropriate representatives for the purpose of developing and monitoring a district school improvement plan that encompasses all such schools in the district, pursuant to s. [1001.42\(18\)\(a\)](#).
- (d) Each school advisory council shall adopt bylaws establishing procedures for:
  - 1. Requiring a quorum to be present before a vote may be taken by the school advisory council. A majority of the membership of the council constitutes a quorum.
  - 2. Requiring at least 3 days' advance notice in writing to all members of the advisory council of any matter that is scheduled to come before the council for a vote.
  - 3. Scheduling meetings when parents, students, teachers, businesspersons, and members of the community can attend.
  - 4. Replacing any member who has two unexcused consecutive absences from a school advisory council meeting that is noticed according to the procedures in the bylaws.
  - 5. Recording minutes of meetings.

The district school board may review all proposed bylaws of a school advisory council and shall maintain a record of minutes of council meetings.

- (2) DUTIES.— Each advisory council shall perform functions prescribed by regulations of the district school board; however, no advisory council shall have any of the powers and duties now reserved by law to the district school board. Each school advisory council shall assist in the preparation and evaluation of the school improvement plan required pursuant to s. [1001.42\(18\)](#). With technical assistance from the Department of Education, each school advisory council shall assist in the preparation of the school's annual budget and plan as required by s. [1008.385\(1\)](#). A portion of funds provided in the annual General Appropriations Act for use by school advisory councils must be used for implementing the school improvement plan.