



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

FINANCE TAM: 2023-012

CONTACT: Paula Sadler, Budget Analyst
Budgeting & Financial Services

TELEPHONE: 833-5833

TO: School Principals

FROM: Julie Perry, Chief Financial Officer

A handwritten signature in blue ink that reads "Julie A. Perry".

DATE: October 3, 2022

SUBJECT: Advanced Funds for Field Trips – Temporary Allocation

The District is making a temporary allocation to schools with Internal Funds accounts. Funds will be allocated to 1010.78XX.0398.Center.8001. This temporary allocation is an advance that will enable schools to pay for field trips that are to be funded by Internal Funds. Once a field trip has occurred, the advanced funds must then be remitted to Accounting with a MIS 3218 Cash Transmittal Form prior to June 30, 2023. Any advanced funds not reimbursed by the end of fiscal year 2022-2023 will be pulled from the school's discretionary fund.

The attached spreadsheet, "Advanced Funds for Field Trips – Temporary Allocation," provides a list of the allocations to be made to each school. These funds should be available to the schools on October 3, 2022.

If you have any questions relating to the Advanced Funds for Field Trips – Temporary Allocation, please call Paula Sadler, Budget Analyst, at 833-5833.

Attachments

C: Senior Staff
Internal Bookkeeper

School District of Okaloosa County
Advanced Funds for Field Trips
Fiscal Year 2022-2023
October 3, 2022

Center #	Center Name	Project 8001
0031	Edwins Elementary School	\$ 1,000
0041	Baker School	10,000
0051	Bob Sikes Elementary School	1,000
0082	Meigs Middle School	5,000
0092	Shoal River Middle School	5,000
0121	Ruckel Middle School	5,000
0131	Destin Elementary School	1,000
0151	Edge Elementary School	1,000
0161	Eglin Elementary School	1,000
0201	Laurel Hill School	5,000
0211	Niceville High School	10,000
0222	Northwood Elementary School	1,000
0241	Silver Sands School	1,000
0251	Riverside Elementary School	1,000
0271	Pryor Middle School	5,000
0281	Wright Elementary School	1,000
0431	Shalimar Elementary School	1,000
0541	Elliott Point Elementary School	1,000
0561	Mary Esther Elementary School	1,000
0571	Plew Elementary School	1,000
0581	Choctawhatchee High School	10,000
0601	Crestview High School	10,000
0621	Kenwood Elementary School	1,000
0631	Florosa Elementary School	1,000
0641	Fort Walton Beach High School	10,000
0651	Bruner Middle School	5,000
0671	Lewis K-8 School	5,000
0681	Longwood Elementary School	1,000
0701	Okaloosa Technical College	10,000
0721	Okaloosa STEMM Academy	5,000
0731	Walker Elementary School	1,000
0741	Bluewater Elementary School	1,000
0751	Antioch Elementary School	1,000
0761	Davidson Middle School	5,000
0771	Destin Middle School	5,000
0801	Richbourg School	1,000
0811	Southside Primary School	1,000
Project 8001 Total		\$ 131,000