



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

FINANCE TAM: 2025-023
CONTACT: Nicole McMahon, Specialist
Budgeting & Financial Services
TELEPHONE: 833-5831

TO: Secondary School Principals/Band Directors
FROM: Julie Perry, Chief Financial Officer *Julie A. Perry*
DATE: November 1, 2024
SUBJECT: Band Instrument Replacement Allocation - Project 2393

This year's allocation for Band Instrument Replacement includes an appropriation of \$250,000 to be allocated based on school level and band enrollment.

The attached spreadsheet details this year's allocation. It is divided into two sections:

High Schools & K-12 – High schools and K-12 have been appropriated a portion of \$175,000 based on each school's band enrollment.

Middle Schools – Middle schools have been appropriated a portion of \$75,000 based on each school's band enrollment.

Allocations will be placed in the following funding strip: 3725-7400-0642-Center-2393. Each school will be able to enter requisitions using this funding and may **only** make budget amendments between object 0641 (Band Instrument Priced at \$5,000 or more) and object 0642 (Band Instrument Priced at less than \$5,000). The funds will be available to schools today.

Schools should contact the Purchasing Department regarding the process and procedures required for procurement of band instruments.

Should you have any questions or need additional information, please contact Nicole McMahon at 833-5831 regarding budgeting questions or Vince Windham at 833-5846 regarding purchasing questions.

Attachment

cc: Executive Staff
School Bookkeepers
Purchasing – Program Director

School District of Okaloosa County
Capital Outlay Allocation
Project 2393 - Band Instrument Replacement
Fiscal Year 2024-2025
November 1, 2024

Center	School Name	Band Enrollment	Total Allocation
0082	Meigs Middle School	128.00	\$ 7,317
0092	Shoal River Middle School	221.00	12,633
0121	Ruckel Middle School	213.00	12,176
0271	Pryor Middle School	91.00	5,203
0651	Bruner Middle School	171.00	9,775
0671	Lewis Middle School	117.00	6,688
0761	Davidson Middle School	258.00	14,748
0771	Destin Middle School	113.00	6,460
Sub -Total - Middle Schools		1,312.00	75,000
0041	Baker School	85.00	15,774
0211	Niceville High School	255.00	47,322
0581	Choctawhatchee High School	145.00	26,909
0641	Fort Walton Beach High School	155.00	28,765
0601	Crestview High School	303.00	56,230
Sub -Total - High Schools & K-12		943.00	175,000
TOTAL		2,255.00	\$ 250,000