

Priority Strategies and Action Plans

PRIORITY STRATEGIES

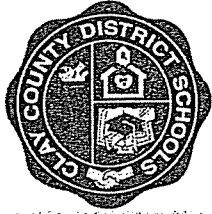
AND

ACTION PLANS

Finance

FINANCE

9. We will establish a long range plan to allocate fiscal resources for furniture, fixtures and equipment, and criteria for "matching" funds relating to covered physical education facilities.
10. We will develop a long range plan that will allow the district's fund balance to meet State guidelines.
11. We will include in the status quo budget items designated as permanent "cost of living" expenditures.



Priority Strategies and Action Plans

Strategy # 9

We will establish a long range plan to allocate fiscal resources for furniture, fixtures and equipment, and criteria for “matching” funds relating to covered physical education facilities.

To achieve this strategy, the School District of Clay County will implement the following action plan(s):

1. Establish criteria for “matching funds” relating to covered physical education facilities.
2. Establish a long range plan to allocate fiscal resources for furniture.
3. Establish a long range plan to allocate fiscal resources for fixtures and equipment.
4. Develop a long range plan to identify, procure and implement an affordable universal barcode inventory system that is compatible with current software (TERMS) for central warehouse and property control.

**SCHOOL DISTRICT OF CLAY COUNTY
STRATEGIC PLANNING
ACTION PLANS**

Strategy #: 9
Plan #: 1

SPECIFIC RESULTS:

Criteria for "matching funds" relating to covered physical education facilities.

#	Activity/Action Step(s) (Number each one)	Resources Required
1.	The total amount budgeted for "matching funds" is set at \$50,000 annually. This funding will provide matching funds up to \$25,000 per school.	2007-08 \$50,000 2008-09 \$50,000 2009-10 \$50,000 2010-11 \$50,000 2011-12 \$50,000
2.	Approval of the funding will be through the office of "Facility Planning & Construction". Process for approval of funding: <ol style="list-style-type: none"> 1. Letter from principal with the quote for the cost of the structure. Installation included in the quote. 2. Verification from the principal that the school has sufficient funds on hand. 3. Principal will provide a site plan showing the proposed location. 4. All purchases will conform to the School Board's bid limit policy. 5. Permitting information i.e. signed and sealed plans, wind certification, and contactor licensing information is required. 	
3.	These structures will be handled as any other school initiated project.	<p><i>Operating Funds</i></p>
		<p><i>APPROVED</i> <i>\$50,000</i> <i>Each Year</i></p>

Measurement (Criteria for Success): Verify that schools have sufficient matching funds.

**SCHOOL DISTRICT OF CLAY COUNTY
STRATEGIC PLANNING
ACTION PLANS**

Strategy #: 9
Plan #: 2

SPECIFIC RESULTS:
Establish long range plan to allocate fiscal resources for furniture.

#	Activity/Action Step(s) (Number each one)	Resources Required
1.	Allocate each year an equitable dollar amount for procurement of furniture using the yearly needs assessment process for object codes: 0648 capitalized asset, 0649 non capitalized asset.	Funding: 2007/08-\$200,000.00 2008/09-\$200,000.00 2009/10-\$200,000.00 2010/11-\$200,000.00 2011/12-\$200,000.00
2.	Establish equitable funding to ensure all cost centers receive a fair share based on student population, school size and age.	Yearly needs assessment from all district cost centers

Measurement (Criteria for success):

1. Equitable distribution of available funds for furniture.

Approved
(For Current Budget)

**SCHOOL DISTRICT OF CLAY COUNTY
STRATEGIC PLANNING
ACTION PLANS**

Strategy #: 9
Plan #: 3

SPECIFIC RESULTS:
Establish long range plan to allocate fiscal resources for fixtures and equipment.

#	Activity/Action Step(s) (Number each one)	Resources Required
1.	Allocate each year equitable dollar amount and provide funds to each school to purchase fixtures and equipment related to the delivery of student instruction (equipment object codes: 0641 capitalized equipment, 0642 non-capitalized equipment, 0643 capitalized computers, and 0644 non-capitalized computers).	Funding: 2007/08-\$300,000.00 2008/09-\$300,000.00 2009/10-\$300,000.00 2010/11-\$300,000.00 2011/12-\$300,000.00
2.	Establish equitable funding table to ensure all schools get a fair share based on student population and school size 1. In Principals' budgets allocate 80 percent of their allotment and adjust to actual based on October Full Time Equivalent (FTE).	None
3.	Create a project number (152X) to track purchases of fixtures and equipment. 1. Project fund (152X) may be carried over to subsequent years	None

Measurement (Criteria for success):

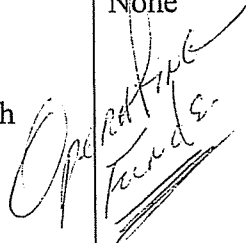
1. Identified object codes
2. Create project number (152X)
3. Equitable distribution of available funds to the schools.

Approved
(in current budget)

**SCHOOL DISTRICT OF CLAY COUNTY
STRATEGIC PLANNING
ACTION PLANS**

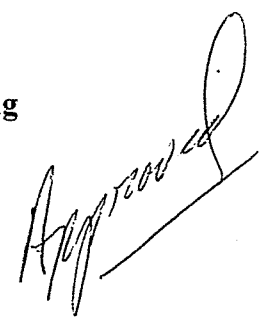
**Strategy #: 9
Plan #: 4**

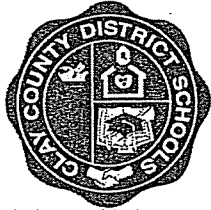
SPECIFIC RESULTS:
Develop a long range plan to identify, procure, and implement an affordable universal barcode inventory system that is compatible with current software (TERMS) for Central Warehouse and Property Control.

#	Activity/Action Step(s) (Number each one)	Resources Required
1.	Identify for the District a digital barcode system that is compatible with current software (TERMS) for converting and tracking capitalized property and central warehouse stock.	None:
2.	Explore system cost and obtain price quotes as required.	Funding: 2008/09-\$25,000.00 2009/10-\$25,000.00
3.	Assign responsibilities for implementation and transition Procedures. 1. Establish methodical implementation plan for the each school and cost center 2. Establish training criteria for Property Mangers 3. Establish completion timeline	None 
4.	Provide funding for maintenance (maintaining and upkeep of system)	Funding: 2010/11-\$5,000.00 2011/12-\$5,000.00

Measurement (Criteria for success):

1. Developed required model and identified software
2. Determine Cost by Quote/Bid
3. Established timeline for school implementation and personnel training





Priority Strategies and Action Plans

Strategy # 10

We will develop a long range plan that will allow the district's fund balance to meet state guidelines.

To achieve this strategy, the School District of Clay County will implement the following action plan(s):

1. Increase the Operating Fund Balance over the next five (5) years to meet the state requirement that the Fund Balance should be a minimum of 3-5% of state and local revenues.

**SCHOOL DISTRICT OF CLAY COUNTY
STRATEGIC PLANNING
ACTION PLANS**

Strategy #:10
Plan #: 1

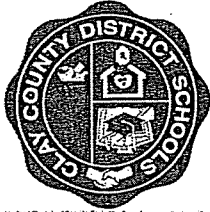
SPECIFIC RESULTS:
Increase the Operating Fund Balance over the next 5 years to meet state requirement that the fund balance should be a minimum of 3-5% of state and local revenues.

#	Activity/Action Step(s) (Number each one)	Resources Required
1.	Pending adequate state funding continue balance budgeting.	NONE
2.	Increase Fund Balance \$500,000 per year (2008-2012) until the 3-5% is obtained.	07-08 \$500,000 08-09 \$500,000 09-10 \$500,000 10-11 \$500,000 11-12 \$500,000
3.	When the Fund Balance is at the 3-5% state requirement then maintain the 3-5% Fund Balance by setting aside an amount not to exceed \$500,000.	

Approved
Cost of
\$500,000
each
year
70

Measurement (Criteria for Success):

1. Maintain a Balanced Budget.
2. Contribute \$500,000 to Fund Balance or maintain Fund Balance at 3-5% of current year Local and State Revenue.



Priority Strategies and Action Plans

Strategy # 11


We will include in the status quo budget, items designated as permanent “cost of living” expenditures.

To achieve this strategy, the School District of Clay County will implement the following action plan(s):

1. For district departments (90XX), identify and quantify “beyond status quo” budget items. Allocate resources to fund “beyond status quo” budget items.

**SCHOOL DISTRICT OF CLAY COUNTY
STRATEGIC PLANNING
ACTION PLANS**

Strategy #: 11
Plan #: 1

SPECIFIC RESULTS: For District Departments (90XX), identify and quantify "beyond status quo" budget items. Allocate resources to fund "beyond status quo" budget items.		
#	Activity/Action Step(s) (Number each one)	Resources Required
1.	Consideration to increase District Department budgets "beyond status quo" pertains to: A. General Fund (Fund 0100) B. Non-Project Funds (0000) C. Purchased Services Objects (03XX) D. Energy Services Objects (04XX) E. Materials and Supplies Objects (05XX) F. Capital Outlay Objects (06XX) G. Dues and Fees Object (0730) H. Other Personal Services Object (0750)	None.
2.	Basis to increase budgets "beyond status quo" is defined as: A. Inflation Rate (cost of living increases for goods and services) and/or B. Growth (increased cost due to more students, employees, or schools)	None.
3.	Calculate District Department budgets based on Inflation Rate: A. Use "Inflation Rate" equivalent to the most recent State of Florida "cost of living" index. B. Proposed budgets for fiscal year (07-08) are based on actual expenditures from most recent District financial audit (05-06) increased by Inflation Rate. C. Actual expenditures from most recent District financial audit to be provided by the Budget Director. D. Based on a 1% "Inflation Rate," the increase to District Department budgets for fiscal year 07-08 would total approximately \$90,000.	Operating Funds X (0100)/FTE 07-08 \$270,000 08-09 \$278,100 09-10 \$286,443 10-11 \$295,036 11-12 \$303,887
4.	Calculate District Department budgets based on Growth: A. Cost Centers Impacted by Growth 1. For Discussion B. Establish a "growth" index 1. For Discussion	

Measurement (Criteria for Success): District Department (90XX) budgets are increased "beyond status quo."

**SCHOOL DISTRICT OF CLAY COUNTY
STRATEGIC PLANNING
ACTION PLANS**

Strategy #: 11
Plan #: 1

SPECIFIC RESULTS:

We will include in the Status-Quo budget items designated as permanent "cost of living" expenditures.

#	Activity/Action Step(s) (Number each one)	Resources Required
5	<p>Price increases, inflation and cost of living have decreased the Status-Quo budgets of certain Departments to the extent that their budgets cannot support the equivalent purchasing power of previous years. Custodial equipment is not being purchased commensurate to need, and the Maintenance Department is having to curtail and even cease budget expenditure as early as January.</p> <p>A) During fiscal year <u>2007-08</u> increase the budget for Custodial equipment.</p> <p>B) During fiscal year <u>2007-08</u> increase the budget of the Maintenance Department.</p> <p style="text-align: center;">(Attachments #1 and #2)</p>	<p style="text-align: right;">\$48,000.00</p> <p style="text-align: right;">\$200,000.00</p>
6	<p>To support growth and planned new schools, the budgets of certain Departments must be increased.</p> <p>A) Maintenance Department:</p> <p style="padding-left: 20px;">2007-08 – C. E. Bennett Elementary Classroom Wing (Phase I); Coppergate Elementary</p> <p style="padding-left: 20px;">2008-09 – Elementary "W"; Elementary "X"</p> <p style="padding-left: 20px;">2009-10 – Elementary "Z"</p> <p style="padding-left: 20px;">2010-11 - High School "QQQ"</p> <p style="padding-left: 20px;">2011-12 – Elementary "Y"</p> <p style="text-align: center;">(Attachment #3)</p>	<p style="text-align: right;">\$14,300.00</p> <p style="text-align: right;">\$26,412.00</p> <p style="text-align: right;">\$13,206.00</p> <p style="text-align: right;">\$23,120.00</p> <p style="text-align: right;">\$13,206.00</p>

(Not Recurring)

Approved

(NR)

Approved

6	B) Operations Department:	
	2007-08 – C. E. Bennett Elementary Classroom Wing (Phase I); Coppergate Elementary	\$1,801.00
	2008-09 – Elementary "W"; Elementary "X"	\$3,602.00
	2009-10 – Elementary "Z"	\$1,801.00
	2010-11 - High School "QQQ"	\$3,451.00
	2011-12 – Elementary "Y"	\$1,801.00
	(Attachment #4)	
	C Facility Planning and Construction Department:	
	2007-08 – Classroom Assessment for 2008/09	\$326,303.00
	2008-09 – Classroom Assessment for 2009/10	\$0.00
	2009-10 – Classroom Assessment for 2010/11	\$0.00
	2010-11 – Classroom Assessment for 2011/12	\$0.00
	2011-12 – Classroom Assessment for 2012/13	\$0.00
	(Attachment #5)	

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Measurement (Criteria for Success):

Annual budget review for expenditure level and success of meeting District needs.

**SCHOOL DISTRICT OF CLAY COUNTY
STRATEGIC PLANNING
ACTION PLANS**

Strategy #: 11
Plan #: 1

SPECIFIC RESULTS:

We will include in the Status-Quo budget items designated as permanent "cost of living" expenditures.

#	Activity/Action Step(s) (Number each one)	Resources Required
7	To support growth and planned new schools, the budgets of certain departments must be increased. A) New Schools, Portable Moves (40), New Portables(50) <i>Information Services:</i>	
	2007-08 Coppergate Elementary Opening	\$ 38,158
	2008-09 Elementary W and X	\$ 76,316
	2009-10 Elementary Z	\$ 38,158
	2010-11 High School QQQ	\$ 56,039
	2011-12 Elementary Y	\$ 38,158
		<i>[Signature]</i>

Measurement (Criteria for Success):

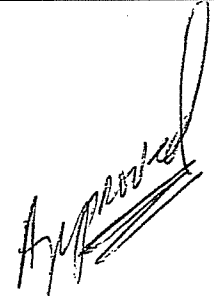
Annual Budget review or expenditure level and success of meeting District needs.

** NON-
Recurring
Cost*

**SCHOOL DISTRICT OF CLAY COUNTY
STRATEGIC PLANNING
ACTION PLANS**

Strategy #: 11
Plan #: 1

SPECIFIC RESULTS: We will include in the status quo budget items designated as permanent "cost of living" expenditures.

#	Activity/Action Step(s) (Number each one)	Resources Required
8	<p>Transportation incurs the following MapNet expenses. Previously the licensing and maintenance cost were paid by Facilities.</p> <p>Licensing and maintenance : \$8,640.00 MapNet Web \$3,000.00 Two additional work stations \$3,200.00</p> <p>These will be recurring expenses.</p>	<p>\$14,840.00</p> <p>2007-2012* Recurring</p>
9	<p>The current map being used for MapNet is grossly out of alignment. It is imperative that the map be accurate for purposes of routing and determination of distances for ridership and attendance. The map alignment is a one time expenditure.</p>	<p>\$20,140.00</p> <p>*2007-2008 Only Non-Recurring</p>
10	<p>Driver and bus monitor training required to meet new state audit requirements for special needs students. Would allow an additional 4 hours for 325 transportation employees prior to the beginning of the school term and 4 additional hours at mid-year.</p> <p>(8 hours x 325 x \$6.75 = \$21,000)</p>	<p>\$21,000 Non-Recurring</p> <p>*2007-2012</p>
		

Measurement (Criteria for Success): *Map alignment and training will be successfully completed*