



THE SCHOOL DISTRICT OF
PALM BEACH COUNTY, FL

EVA Cwynar Ph.D.
Dir Secondary Education

Edward C. Tierney
Deputy Superintendent/Chief of
Schools

Glenda Sheffield, Ed.D.
Chief Academic Officer

Secondary Education
3300 Forest Hill Boulevard
C-223
West Palm Beach, FL 33406

Phone: 561-432-6380

www.palmbeachschools.org

November 10, 2023
Bulletin #P 24-149 DSCOS

Contact(s):

Stephanie Sunshine, 561-684-5227
Stephanie.Sunshine@palmbeachschools.org

Annya Rizzo, 561-684-5220
Annya.Rizzo@palmbeachschools.org

Teresa Viola, 561-684-5197
Teresa.Viola@palmbeachschools.org

Action By:
March 15, 2024

TO: Principals
FROM: Edward C. Tierney / Deputy Superintendent/Chief of Schools
SUBJECT: FY24 BOOK ALLOCATION FUNDS FOR LIBRARY MEDIA CENTERS

Under the direction of the Specific Appropriations 8 and 92 of the FY24 General Appropriations Act of the State of Florida, funds designated as the Library Media Allocation are being distributed to schools. These funds may only be used to purchase library media materials normally purchased under Function 6202 and must be cataloged and inventoried as part of the library media collection.

These are the guidelines:

- Purchases must be for library books, eBooks, or electronic media, database subscriptions, and/or periodicals.
- Materials must adhere to the District's Selection Policy 8.12.
- eBooks must be purchased from vendors who provide catalog records and will be visible in Destiny Library Manager.
- MackinVia or Follett eBook Class Sets (class set option) may **not** be purchased with these funds.
- Class Sets may **not** be purchased with these funds.
- Apple Volume Purchase Vouchers may **not** be purchased with these funds.
- Equipment purchases and supplies are **not** eligible expenditures.

Funding for schools with a vacant media specialist position and schools with a media specialist who doesn't hold a valid educational media certificate will be directly expended by Library Media Services in the best interest of the school's library collection.

In keeping with the requirements outlined in [House Bill 1467](#), all orders must be uploaded to the library media page on the District website for public comment by school community stakeholders. All orders will be held for two weeks to allow for public comment. **For all purchases, the certified library media specialist must have completed the new state-required training before the certified media specialist may make any book purchases.**

All purchases must be made before Monday, March 18, 2024. Additionally, all purchases over \$1,000 require a requisition which must be entered into PeopleSoft by Monday, March 18, 2024. P-Card purchases must be made no later than Monday, March 25, 2024, to ensure that the purchase is reconciled by Friday, April 26, 2024.

Funds unencumbered by the deadline will be retracted from school budgets on Friday, April 26, 2024. In addition, schools must ensure that P-Card orders are reconciled by April 26, 2024. Schools will be responsible for any negative balances created by not adhering to these deadlines.

For schools with a certified library media specialist, funds will be transferred into the Funding Strip shown below:

DEPT	FUND	FUNCTION	ACCOUNT	PROGRAM	BUD MGR	LOCAL
School #	1000	6202	561100	3070	MO01	000

Buyer MO should be used for all purchase orders, including all book orders, so that Library Media Services can track the order and ensure items are shelf-ready processed. If the school elects to purchase items other than print books, a budget transfer can be made to any of the following account numbers.

Account Number	Description
536680	Electronic Database Subscriptions
553420	Periodical Subscriptions
562230	Electronic Books

When placing orders in PeopleSoft, school treasurers must use the **Buyer_MO** *new path link* for books and audiovisual materials. Filling in the funding strip with **BUD MGR MO01** does not automatically send the requisition on the new path for **BUYER_MO**.

FY24 ELEMENTARY STATE MEDIA ALLOCATION:

DEPT #	SCHOOL	FUNDS		DEPT #	SCHOOL	FUNDS
2141	Acreage Pines	\$1,340		2031	Limestone Creek	\$2,363
0101	Allamanda	\$1,610		0211	Lincoln	\$ 928
1891	Banyan Creek	\$2,177		1901	Loxahatchee Groves	\$1,733
0741	Barton	\$2,838		2241	Manatee	\$3,198
2541	Beacon Cove	\$1,608		0661	Marsh Pointe	\$2,008
2401	Belle Glade	\$1,458		0591	Meadow Park	\$2,023
0531	Belvedere	\$1,993		1441	Melaleuca	\$1,313
2751	Benoist Farms	\$1,138		1951	Morikami Park	\$2,010
0601	Berkshire	\$2,555		2051	New Horizons	\$1,928
2561	Binks Forest	\$3,028		0291	Northboro	\$1,890
2171	Blue Lake	\$2,170		0271	Northmore	\$1,563

DEPT #	SCHOOL	FUNDS		DEPT #	SCHOOL	FUNDS
0951	Boca Raton	\$ 813		2351	Orchard View	\$1,585
1911	Calusa	\$2,073		1101	Pahokee	\$ 823
2761	Cholee Lake	\$2,398		0111	Palm Beach Gardens	\$1,855
2071	Citrus Cove	\$2,648		0421	Palm Beach Public	\$ 903
2581	Coral Reef	\$2,448		0651	Palm Springs	\$2,703
1811	Coral Sunset	\$1,925		0561	Palmetto	\$1,330
1531	CO Taylor/Kirklane	\$3,165		2161	Panther Run	\$1,865
2731	Crosspointe	\$1,590		2861	Pierce Hammock	\$1,360
2121	Crystal Lakes	\$1,923		0911	Pine Grove	\$ 990
1941	Cypress Trails	\$1,253		0051	Pine Jog	\$2,100
1741	Del Prado	\$1,753		2371	Pioneer Park	\$ 970
3261	Diamond View	\$1,918		2591	Pleasant City	\$ 823
2721	Discovery Key	\$2,648		0791	Poinciana	\$1,048
2491	Dr. Mary McLeod Bethune	\$1,298		0781	Rolling Green	\$1,670
2101	Egret Lake	\$1,405		0341	Roosevelt	\$ 860
3361	Elbridge Gale	\$2,288		1321	Rosenwald	\$ 683
3341	Equestrian Trails	\$2,138		2741	Royal Palm Beach	\$1,645
0061	Everglades	\$2,123		0881	SD Spady	\$1,158
0621	Forest Hill	\$2,245		1961	Sandpiper Shores	\$2,203
0831	Forest Park	\$1,550		1711	Seminole Trails	\$1,618
2671	Freedom Shores	\$1,710		2431	South Grade	\$1,535
2551	Frontier	\$1,715		0572	South Olive	\$1,190
0821	Galaxy	\$1,580		0771	Starlight Cove	\$1,948
1251	Glade View	\$ 763		2691	Sunrise Park	\$2,733
2421	Golden Grove	\$2,030		0281	Sunset Palms	\$2,375
1241	Gove	\$1,534		2011	Timber Trace	\$2,075
3351	Grassy Waters	\$1,865		0361	UB Kinsey/Palmview	\$1,203
0631	Greenacres	\$1,853		0191	Washington	\$ 598
1411	Grove Park	\$1,328		0031	Waters Edge	\$1,780
1761	HL Johnson	\$2,138		1671	Wellington	\$2,345
1421	Hagen Road	\$1,908		0481	West Gate	\$1,830
2081	Hammock Pointe	\$2,400		1401	West Riviera	\$1,325
2571	Heritage	\$1,990		0351	Westward	\$1,310
0671	Highland	\$2,220		1781	Whispering Pines	\$2,500

November 10, 2023

BULLETIN #P 24-149 DSCOS

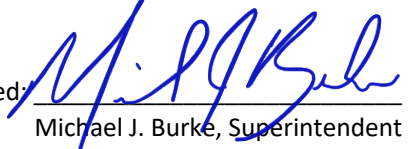
FY24 BOOK ALLOCATION FUNDS FOR LIBRARY MEDIA CENTERS

DEPT #	SCHOOL	FUNDS		DEPT #	SCHOOL	FUNDS
0012	Hope-Centennial	\$1,820		1391	Wynnebrook	\$1,703
1861	Indian Pines	\$1,428			K-8 Schools	
0931	JC Mitchell	\$1,828		1451	Addison Mizner	\$2,758
1651	Jerry Thomas	\$1,725		0131	The Conservatory @ NPB	\$2,085
0071	Jupiter	\$2,078		1541	DD Eisenhower	\$1,230
2091	Jupiter Farms	\$1,573		0011	Hidden Oaks	\$2,064
1831	KE Cunningham/Canal Point	\$ 673		0681	North Grade	\$1,900
0141	Lake Park	\$ 1,020		0871	Plumosa School of the Arts	\$1,895
0751	Lantana	\$1,263		1661	Verde	\$3,120
1871	Liberty Park	\$2,110			K-12 Schools	
1931	Lighthouse	\$1,515		2811	Village Academy	\$1,438

FY 24 SECONDARY STATE MEDIA ALLOCATION:

SCHOOL #	MIDDLE SCHOOL	FUNDS		SCHOOL #	HIGH SCHOOL	FUNDS
2511	BAK	\$ 2,200		0395	AW Dreyfoos	\$1,917
1981	Bear Lakes	\$1,520		0862	Atlantic	\$2,555
1491	Boca Raton	\$2,150		0961	Boca Raton	\$4,032
2041	Carver	\$1,246		2361	Boynton Beach	\$2,189
1821	Christa McAuliffe	\$2,139		1561	Dr. Joaquin Garcia	\$2,371
1581	Congress	\$1,592		0581	Forest Hill	\$3,019
0541	Conniston	\$1,991		2301	Glades Central	\$1,221
1691	Crestwood	\$1,332		1361	John I Leonard	\$4,613
2711	Don Estridge	\$2,294		0081	Jupiter	\$4,293
2461	Eagles Landing	\$2,637		0691	Lake Worth	\$3,639
3371	Emerald Cove	\$2,213		2181	Olympic Heights	\$3,262
0121	Howell L Watkins	\$1,298		1771	Pahokee	\$ 689
2621	Independence	\$2,110		2631	Palm Beach Central	\$4,020
2701	Jeaga	\$1,523		1371	Palm Beach Gardens	\$3,430
0201	John F Kennedy	\$1,509		1851	Palm Beach Lakes	\$3,927
1731	Jupiter	\$2,479		2001	Park Vista	\$4,107
0021	LC Swain	\$2,486		2331	Royal Palm Beach	\$3,331
1232	Lake Shore	\$1,219		1611	Santaluces	\$3,590

SCHOOL #	MIDDLE SCHOOL	FUNDS		SCHOOL #	HIGH SCHOOL	FUNDS
2131	Lake Worth	\$2,063		3861	Seminole Ridge	\$3,197
0761	Lantana	\$1,370		1681	Spanish River	\$3,827
1751	Loggers Run	\$1,991		0151	Suncoast	\$2,208
2151	Okeeheelee	\$2,533		2191	Wellington	\$3,864
1991	Omni	\$1,871		3251	West Boca Raton	\$3,213
2821	Osceola Creek	\$1,511		2201	William T Dwyer	\$3,260
1771	Pahokee	\$ 744				
0611	Palm Springs	\$2,645				
2611	Polo Park	\$2,101				
0311	Roosevelt	\$1,449		School #	Alternative	Funds
2781	Tradewinds	\$1,534		2411	Indian Ridge	\$ 500
1971	Watson B Duncan	\$2,025		1801	Royal Palm School	\$ 500
1701	Wellington Landings	\$2,184		3355	Riviera Beach Prep	\$ 500
1721	West Boynton	\$1,179				
2451	Western Pines	\$1,865				
1921	Woodlands	\$2,249				

Approved: 
Michael J. Burke, Superintendent