

Building the Future



Carroll County Public Schools

Approved

2018-2019

Operating Budget

Carroll County Public Schools
125 North Court St
Westminster, MD 21157
Phone 410-751-3501

Here are some of the many accomplishments that took place in our school system during the past year.....

Christie McCubbin, school counselor at Westminster Elementary School, received the 2017 Maryland School Counselor of the Year Award at the elementary level and Judy Klinger, Supervisor of School Counseling, was named the Advocate of the Year by the Maryland School Counselor Association.

Piney Ridge Elementary School was named a State Character School by Character.org. Only 5 schools in Maryland and 80 in the nation received this designation.

Charles Evans, a technology education teacher at East Middle School, received the International Technology and Engineering Educator Association Middle School Program of Excellence Award.

Seventy-two students from Carroll County Public Schools were selected as Carson Scholars for 2017.

Kate Uecker, a junior at Century High School, received a National Gold Medal in the Scholastic Art and Writing Awards program for her self-portrait acrylic painting.

Cynthia Bell, principal of Eldersburg Elementary School, and Sharon Lilly, assistant principal at Oklahoma Road Middle School, were named as the recipients of the Rita Board Dowd Award for Outstanding Carroll County School Administrators.

Thomas McHugh, an English Content Area Liaison/Teacher at Century High School, was named the Carroll County 2017 Teacher of the Year and was a Finalist for Maryland Teacher of the Year.

Students from the Carroll County Career and Technology Center brought home 37 medals from the SkillsUSA Maryland State Leadership and Skills Championships.

Carroll County Public Schools was recognized among the *Best Communities for Music Education* by The National Association of Music Merchants Foundation for its outstanding music education programs.

Treasa Markle, cafeteria manager at Ebb Valley Elementary School, and Vicky Lafferty, a cafeteria worker at Shiloh Middle School, were named national award winners by the non-profit School Nutrition Association.

Five CCPS students were first place winners at the state level in the Maryland History Day competition for their exhibits, papers, and documentaries.

Kim Johnson, media specialist at South Carroll High School, has been named the 2017 Maryland School Librarian of the Year by the Maryland Association of School Librarians for exemplary service and outstanding achievements in the field of school library media.

South Carroll High School has been awarded Maryland Green School status, and Manchester Valley High School has maintained its status by receiving recertification as a Maryland Green School.

Molly Riggs, Assistive Technology Consultant at Carroll Springs School, received the Special Education Professional of the Year Award presented by The Arc of Carroll County.

Artwork by Janine Beall, Maddie Plank, and Jazmine Teran, eighth grade students at Sykesville Middle School, is featured in the 2017-2018 Economic and Personal Finance Concepts Calendar published by the Maryland Council on Economic Education (MCEE).

Nancy Codner, Supervisor of Purchasing, was the recipient of the 2017 Paul B. Bell Award presented by the Association of School Business Officials of Maryland and the District of Columbia.

Christine Lesh, a master science teacher at Winters Mill High School, was selected as a 2016-2017 Maryland Science Finalist for the Presidential Award for Excellence in Math and Science Teaching.

Duane Williams, Supervisor of School Security and Emergency Management, was recognized as a School Safety/Security Director of the Year by the Maryland Center for School Safety.

Six high school seniors from Carroll County Public Schools were named Semifinalists in the National Merit Scholarship Program.

The Carroll County Public Schools Academy of Finance was among a group of over 100 career academies that have reached NAF's model level for 2017.

The Maryland Center for Character Education at Stevenson University, in partnership with the Maryland State Department of Education, recognized 7 Carroll County schools in its 2017 awards program.

Maya Lee, a junior at Liberty High School and a member of the Liberty *Lions' Pride* Marching Band, received the High Drum Major Award at the Group III Open Class Tournament of Bands Atlantic Coast Championship.

Tien Lam, a senior at Century High School, was selected to attend the 24th Annual Global Youth Institute, where he presented a paper he wrote on the food crisis in Yemen.

Brandi Jason, instrumental music teacher at Liberty High School, was selected as a Finalist for the 2018 Grammy Music Educator Award.

APPROVED OPERATING BUDGET

*FOR THE FISCAL YEAR ENDING
JUNE 30, 2019*

*BOARD OF EDUCATION OF CARROLL COUNTY
Westminster, Maryland*

*Bob E. Lord
President*

*Donna M. Sivigny
Vice-President*

Virginia R. Harrison

Marsha B. Herbert

Devon M. Rothschild

*Doug Howard
County Commissioner
Ex-Officio Member*

*Matthew E. Johnson
Student Representative*

*Stephen H. Guthrie
Superintendent of Schools*

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**Comparison of Approved FY 2019 Non-Restricted Operating Budget
to Approved FY 2018 Non-Restricted Operating Budget**

Changes In Non-Restricted Revenue

Increase in County Revenue	\$ 5,526,600
FY 2019 One-Time Use of Fund Balance for Transfer to County Govt.	4,000,000
Increase in Prescription Drug Rebates and Other Miscellaneous Revenues	600,000
Change in State Formula Aid Including One-Time Hold Harmless Aid	311,716
Change in Use of Fund Balance for Final HVAC Capital Lease Payment	(148,008)
FY 2018 Use of Carried Over FY 2017 State Hold Harmless Funding	(1,000,000)
FY 2018 One-Time Use of Fund Balance for Transfer to CIP Fund	<u>(3,350,000)</u>
Net Change in Non-Restricted Revenue	<u>\$ 5,940,308</u>

Changes in Non-Restricted Expenditures

Implementing Collective Bargaining Agreements	\$ 9,387,974
Inflationary Impacts	1,732,607
FY 2019 One-Time Use of Fund Balance for Transfer to County Govt.	4,000,000
FY 2018 One-Time Use of Fund Balance for Transfer to CIP Fund	(3,350,000)
Hiring Turnover	(2,212,376)
Reduction of 21.0 FTE Teaching Positions	(1,575,000)
Changes in various line items including supplies and materials, hourly wages, insurances, maintenance projects, and sick leave payoffs	(1,349,421)
Reduction of 5.0 Central Office Clerical Positions, 1.0 FTE Buyer Position, and 1.0 Assistant Supervisor in Facilities	(452,263)
Change in Use of Fund Balance for Final HVAC Capital Lease Payment	(148,008)
Closure of Print Shop (includes reduction of 1.0 FTE)	<u>(93,205)</u>
Net Changes in Non-Restricted Expenditures	<u>\$ 5,940,308</u>

INTRODUCTION

The Approved 2018-19 Budget is presented in five sections:

Section I provides an overview of the budget and includes comparisons of the approved budget with the current approved budget and actual expenditures from the previous fiscal year. This section also includes education goals/philosophy, financial charts/tables and staffing requests.

Section II provides summaries that identify the appropriations made to each object/sub-object of expenditures within the various major categories of the operating budget.

Section III contains data pertinent to the approved Debt Service and Food Service Funds.

Section IV provides grant summaries, Individuals with Disabilities Education Act (IDEA) funding information, and relevant data for Carroll County Public Schools.

Section V provides data pertinent to the Capital Improvement Program for Fiscal Years 2019-2024.



Section I

Summary Tables

**CARROLL COUNTY PUBLIC SCHOOLS
CORE STATEMENT, VALUES, AND BELIEFS**

CORE STATEMENT

Carroll County Public Schools: Building the Future

CORE VALUES

The Board of Education establishes the following core values:

- The Pursuit of Excellence
- Life-long Learning and Success
- A Safe and Orderly Learning Environment
- Community Participation
- Fairness, Honesty, and Respect
- Continuous Improvement
- Reflecting the priorities, beliefs, and morals of our local community

CORE BELIEFS

The Board of Education believes that the Carroll County Public Schools system operates effectively and efficiently when:

The greater Carroll County community:

- Values the importance of a quality education
- Supports educational initiatives at home
- Volunteers in schools
- Forms partnerships with schools to support system initiatives

All central office staff:

- Establish and maintain a framework for organizational decisions to be based on empirical data
- Establish and maintain a safe and orderly environment for students and staff
- Provide adequate resources that are equitably distributed
- Provide an equitable educational opportunity for all students
- Communicate effectively with all stakeholders
- Enforce accountability for system initiatives
- Model effective leadership and professional respect
- Provide a diverse program of studies designed to meet students' educational goals
- Coordinate professional development opportunities that are relevant, site-base, job embedded, and meet the needs of all staff
- Empower employees, students, and communities to make school-based decisions within an established framework

CORE BELIEFS – continued

All school staff:

- Welcome their school community
- Establish positive home and school relationships
- Provide a safe and orderly learning environment for students and staff
- Work to ensure that every child succeeds
- Display cultural proficiency
- Prepare students with a global education
- Place priority on the educational needs of students
- Motivate students to learn
- Recognize the unique learning styles of each student
- Facilitate learning by encouraging, prompting, and interacting with students
- Establish and maintain positive and appropriate relationships with students
- Ensure learning by providing instruction that meets each student's individual needs
- Support student success
- Encourage students to make choices that provide challenges
- Assess student progress through both formal and informal methods and then provide appropriate and targeted data-driven instruction
- Engage students in rigorous and relevant instruction

All students:

- Enroll in coursework that prepares them to be career – college ready
- Obtain the skills to thrive as independent 21st century learners
- Become knowledgeable, responsible, and caring American citizens
- Demonstrate respect for the learning environment and other individuals
- Reach their potential
- Develop effective communication, interpersonal, and leadership skills
- Participate in varied co-curricular and extracurricular activities

VISION 2018

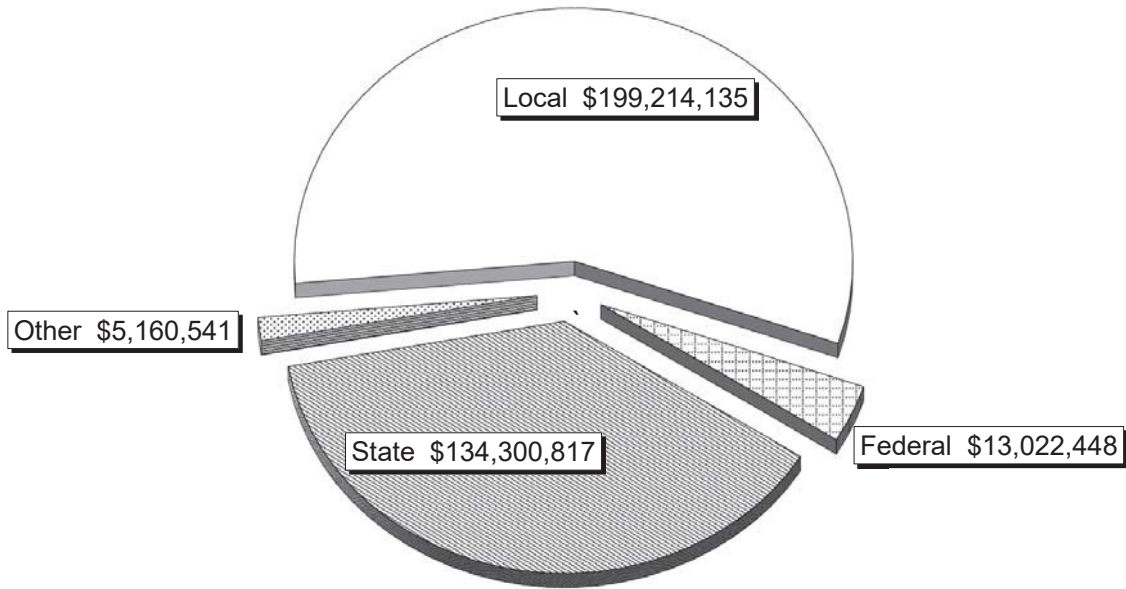
Based on community input, in 2012-2013 the Board of Education revised its governing documents to abandon its vision and mission statement in favor of a Core Statement, Core Values, and Core Beliefs to support their Goals Statements. At the same time that the Core Statement was revised, a student logo contest was conducted to align the logo with the new Core Statement.

With these revisions completed, and the new Core Statement, Values, and Beliefs set for the future of Carroll County Public Schools (CCPS), the Superintendent began a process to establish an organizational plan, aligned with these new governance ideals, to define priorities and guide the operations of the system for the next five years. This organizational plan was designed to sit between the Board's governance Goals, Values, and Beliefs and the detailed operational focus of the CCPS Bridge to Excellence Master Plan. The plan was to prioritize key school system initiatives for the next five years and to develop the organizational framework in which those initiatives will be achieved and measured. The organizational plan presented therein is titled Vision 2018: Five-Year Strategic Initiatives.

The image displays four vertical panels, each with a distinct icon and a corresponding strategic initiative. The first panel features a globe icon and the text 'PREPARE GLOBALLY COMPETITIVE STUDENTS'. The second panel features a starburst icon and the text 'MEET INDIVIDUAL STUDENT NEEDS'. The third panel features an icon of three people and the text 'DEVELOP AND MAINTAIN AN EFFECTIVE WORKFORCE'. The fourth panel features an umbrella icon and the text 'PROVIDE A SAFE, ORDERLY, AND MODERN ENVIRONMENT'.

Additional information on the Vision 2018 plan can be found by clicking on the [Vision 2018](#) link on the Carroll County Public Schools home page.

**Combined Non-Restricted and Restricted Revenue
2018-2019 Approved Operating Budget**

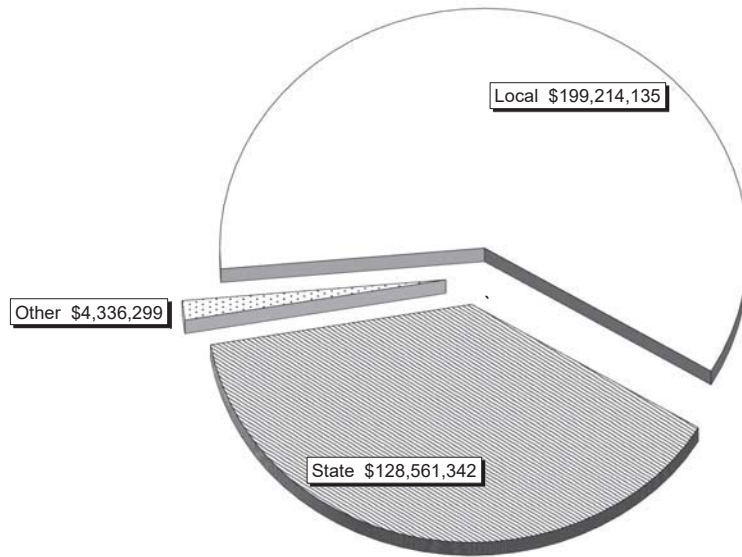


Total Combined Revenue = \$351,697,941

	Approved Budget 2017-18	% of Total	Approved Budget 2018-19	% of Total	(Decrease) Increase Over Previous Year	% Increase (Decrease)
Local Revenue ¹	\$ 194,185,543	56.1%	\$ 199,214,135	56.6%	\$ 5,028,592	2.59%
State Revenue	132,956,416	38.5%	134,300,817	38.2%	1,344,401	1.01%
Federal Revenue	14,001,258	4.1%	13,022,448	3.7%	(978,810)	(6.99%)
Other Revenue	4,473,046	1.3%	5,160,541	1.5%	687,495	15.37%
Total Operating Budget	\$ 345,616,263	100.0%	\$ 351,697,941	100.0%	\$ 6,081,678	1.76%

¹ Includes In-Kind Revenue for usage of County owned buildings and property [2017-18: \$1,978,900; 2018-19: \$1,978,900] and One-time funds from fund balance [2017-18: \$5,342,243; 2018-19: \$4,844,235]

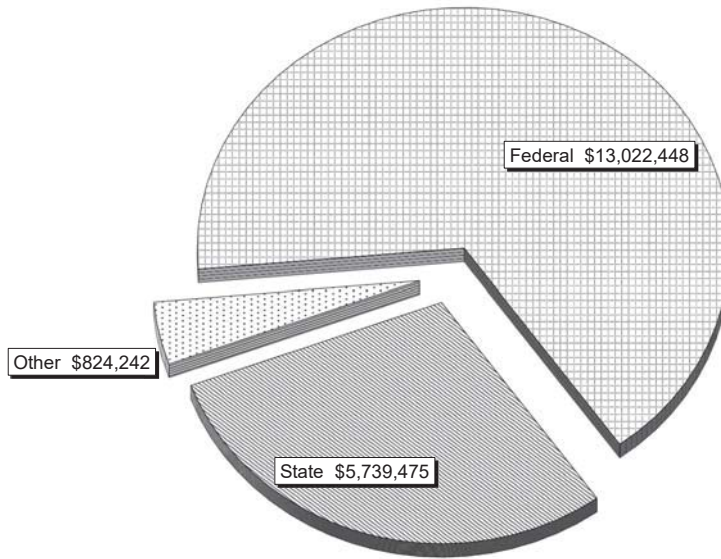
**Non-Restricted Revenue
2018-2019 Approved Operating Budget**



Total Non-Restricted Revenue = \$332,111,776

NON-RESTRICTED REVENUE SOURCES	Approved Budget 2017-18	% of Total	Approved Budget 2018-19	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
I. Local Revenue						
Current Expense Request	\$ 186,864,400	57.4%	\$ 192,391,000	57.9%	\$ 5,526,600	2.96%
In-Kind for Usage of County Owned Property	1,978,900	0.6%	1,978,900	0.6%	-	0.00%
Fund Balance	4,342,243	1.3%	4,844,235	1.5%	501,992	11.56%
Unexpended One-Time State Aid via Fund Balance	1,000,000	0.3%	-	0.0%	(1,000,000)	(100.00%)
Total Non-Restricted Local Revenue	194,185,543	59.6%	199,214,135	60.0%	5,028,592	2.59%
II. State Revenue						
Foundation Program	94,244,095	28.9%	95,406,495	28.8%	1,162,400	1.23%
Student Transportation	9,863,761	3.0%	10,013,909	3.0%	150,148	1.52%
Special Education Formula	7,161,415	2.2%	7,376,749	2.2%	215,334	3.01%
Compensatory Education	14,379,337	4.4%	14,273,237	4.3%	(106,100)	(0.74%)
Limited English Proficient	966,338	0.3%	1,093,361	0.3%	127,023	13.14%
Declining Enrollment Grant	1,605,982	0.5%	263,012	0.1%	(1,342,970)	(83.62%)
Hold Harmless Adjustment	-	0.0%	105,881	0.0%	105,881	n/a
Out of County Living Arrangements	28,698	0.0%	28,698	0.0%	-	0.00%
Total Non-Restricted State Revenue	128,249,626	39.3%	128,561,342	38.7%	311,716	0.24%
III. Federal Revenue						
Total Non-Restricted Federal Revenue	-	0.0%	-	0.0%	-	0.00%
IV. Other Non-Restricted Revenue (Fees, Rentals, Interest, etc.)						
Total Other Non-Restricted Revenue	3,736,299	1.1%	4,336,299	1.3%	600,000	16.06%
TOTAL NON-RESTRICTED REVENUE	\$ 326,171,468	100.0%	\$ 332,111,776	100.0%	\$ 5,940,308	1.82%

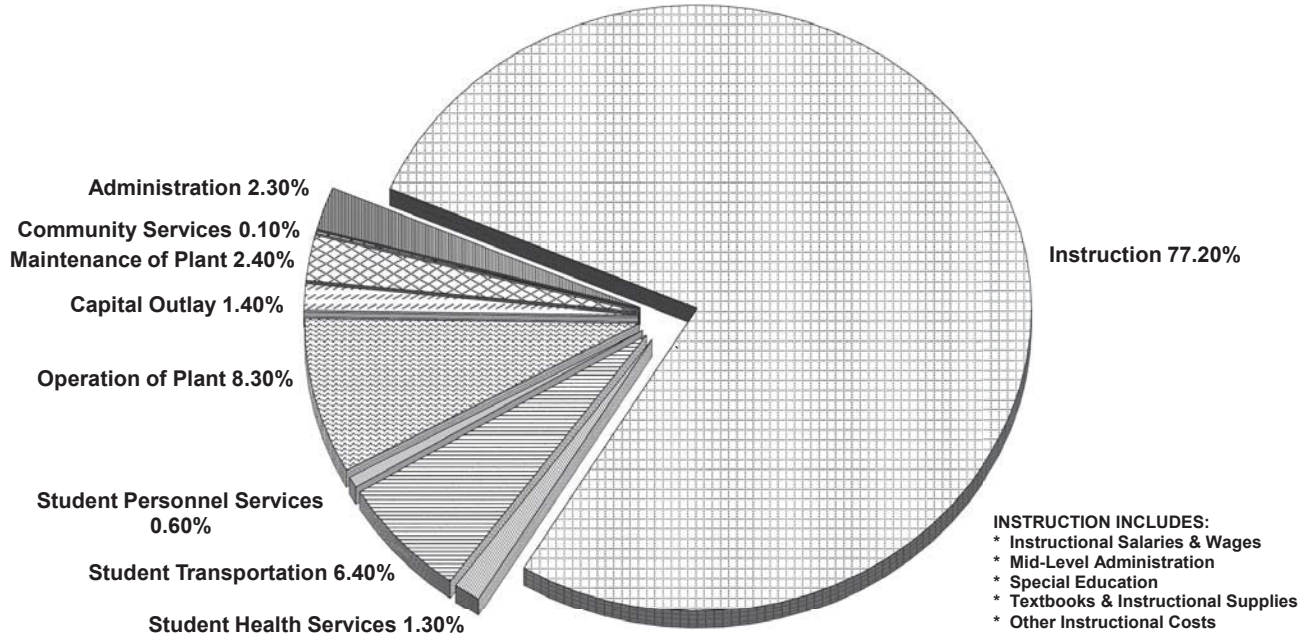
**Restricted Revenue
2018-2019 Approved Operating Budget**



Total Restricted Revenue = \$19,586,165

RESTRICTED REVENUE SOURCES	Approved Budget 2017-18	% of Total	Approved Budget 2017-18	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
II. State Revenue						
Aging Schools / QZAB	\$ 137,261	0.7%	\$ 137,261	0.7%	\$ -	0.00%
Handicapped Non-Public Placement	3,200,000	16.5%	3,300,000	16.8%	100,000	3.13%
Infants and Toddlers Program	279,574	1.4%	271,366	1.4%	(8,208)	(2.94%)
Judith P. Hoyer Center	411,000	2.1%	388,251	2.0%	(22,749)	(5.54%)
Striving Readers Grant (Years 1 and 2)	-	0.0%	1,022,268	5.2%	1,022,268	n/a
Other State Restricted Revenue	328,955	1.7%	270,329	1.4%	(58,626)	(17.82%)
Carry Forward of Prior Year Grants	350,000	1.8%	350,000	1.8%	-	0.00%
Total Restricted State Revenue	4,706,790	24.2%	5,739,475	29.3%	1,032,685	21.94%
III. Federal Revenue						
ESSA Title I, Part A: Targeted Assistance	2,551,930	13.1%	2,047,975	10.5%	(503,955)	(19.75%)
ESSA Title II, Part A: Improving Teacher Quality	591,814	3.0%	506,743	2.6%	(85,071)	(14.37%)
IDEA Special Education Programs	5,801,815	29.9%	5,724,668	29.2%	(77,147)	(1.33%)
Medicaid	1,378,110	7.1%	1,402,573	7.2%	24,463	1.78%
Perkins Vocational & Technical Education Act	251,129	1.3%	206,430	1.1%	(44,699)	(17.80%)
Other Federal Revenue	1,426,460	7.3%	1,134,059	5.7%	(292,401)	(20.50%)
Carry Forward of Prior Year Grants	2,000,000	10.3%	2,000,000	10.2%	-	0.00%
Total Restricted Federal Revenue	14,001,258	72.0%	13,022,448	66.5%	(978,810)	(6.99%)
IV. Other Restricted Revenue (Non-Governmental Grants, Donations, Fees, etc.)						
Total Other Restricted Revenues	736,747	3.8%	824,242	4.2%	87,495	11.88%
TOTAL RESTRICTED REVENUE	\$ 19,444,795	100.0%	\$ 19,586,165	100.0%	\$ 141,370	0.73%

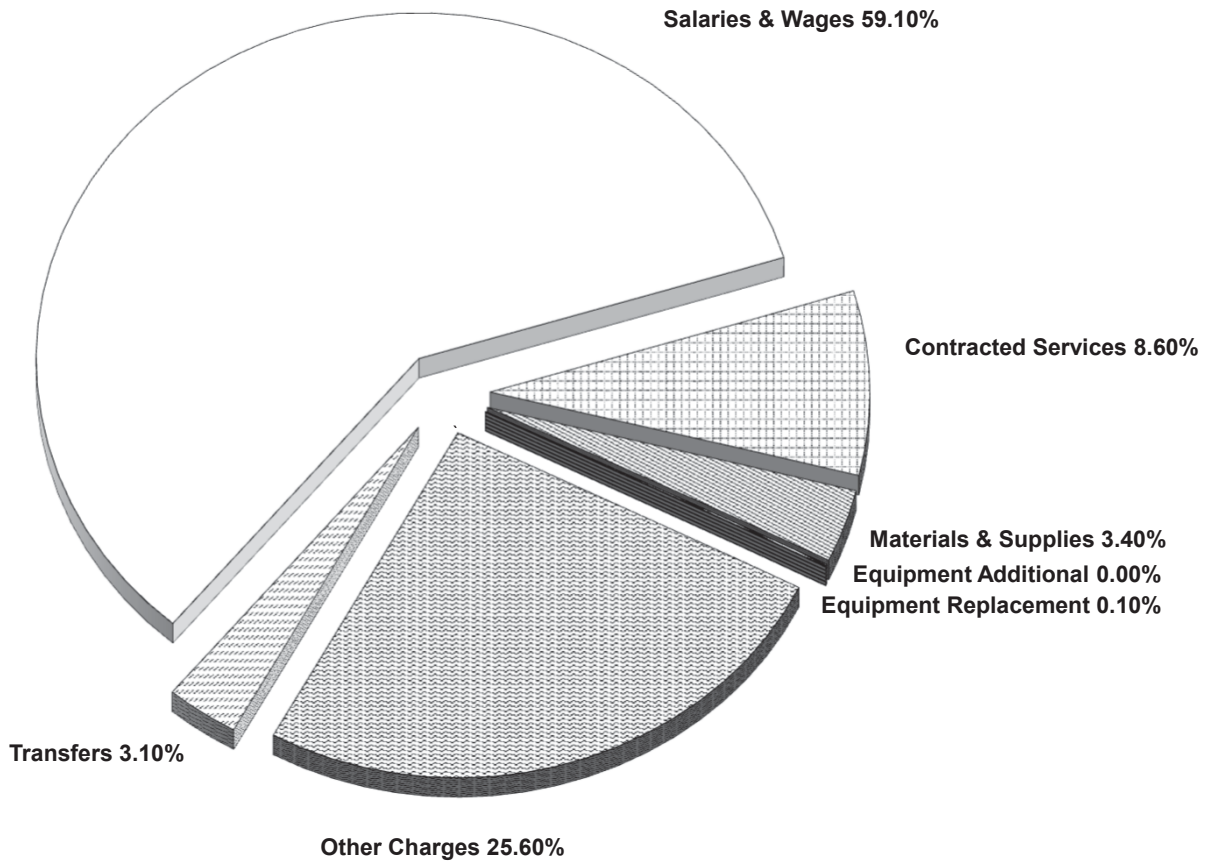
**Distribution by Category of Non-Restricted and Restricted Expenditures
2018-2019 Approved Operating Budget**



Total Operating Budget = \$351,697,941

Category (with allocated fixed charges)	Approved Budget 2017-18	% of Total	Approved Budget 2018-19	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
Instruction						
Instructional Salaries & Wages	\$ 172,028,395	49.9%	\$ 175,048,909	49.8%	\$ 3,020,514	1.76%
Mid-Level Administration	32,650,043	9.4%	31,162,797	8.9%	(1,487,246)	(4.56%)
Special Education	51,097,861	14.8%	54,157,600	15.4%	3,059,739	5.99%
Textbooks & Instructional Supplies	8,101,365	2.3%	8,383,385	2.4%	282,020	3.48%
Other Instructional Costs	<u>2,615,502</u>	<u>0.8%</u>	<u>2,372,647</u>	<u>0.7%</u>	<u>(242,855)</u>	<u>(9.29%)</u>
Total Instruction	266,493,166	77.2%	271,125,338	77.2%	4,632,172	1.74%
Administration	8,236,244	2.4%	8,217,438	2.3%	(18,806)	(0.23%)
Student Personnel Services	2,111,111	0.6%	2,150,425	0.6%	39,314	1.86%
Student Health Services	4,555,717	1.3%	4,742,606	1.3%	186,889	4.10%
Student Transportation	21,934,472	6.3%	22,507,359	6.4%	572,887	2.61%
Operation of Plant	28,447,332	8.2%	29,028,580	8.3%	581,248	2.04%
Maintenance of Plant	8,992,533	2.6%	8,455,519	2.4%	(537,014)	(5.97%)
Food Services	-	0.0%	-	0.0%	-	-
Community Services	526,204	0.2%	439,327	0.1%	(86,877)	(16.51%)
Capital Outlay	4,319,484	1.2%	5,031,349	1.4%	711,865	16.48%
Total Operating Budget	\$ 345,616,263	100.0%	\$ 351,697,941	100.0%	\$ 6,081,678	1.76%

**Distribution by Object of Non-Restricted and Restricted Expenditures
2018-2019 Approved Operating Budget**



Total Operating Budget = \$351,697,941

Object	Approved Budget 2017-18	% of Total	Approved Budget 2018-19	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
01 Salaries & Wages	\$ 204,308,326	59.1%	\$ 208,058,580	59.2%	\$ 3,750,254	1.84%
02 Contracted Services	29,931,563	8.7%	30,362,647	8.6%	431,084	1.44%
03 Materials & Supplies	11,727,125	3.4%	12,127,997	3.4%	400,872	3.42%
04 Other Charges	88,469,518	25.6%	89,918,325	25.6%	1,448,807	1.64%
05 Equipment Additional	121,149	0.0%	100,709	0.0%	(20,440)	(16.87%)
06 Equipment Replacement	960,441	0.3%	366,804	0.1%	(593,637)	(61.81%)
09 Transfers	10,098,141	2.9%	10,762,879	3.1%	664,738	6.58%
Total Operating Budget	\$ 345,616,263	100.0%	\$ 351,697,941	100.0%	\$ 6,081,678	1.76%

SUMMARY OF OPERATING FUND APPROPRIATIONS BY CATEGORY

Category	Unrestricted Funds Approved Budget 2017-18	Unrestricted Funds Approved Budget 2018-19	(Decrease) Increase Over Prior Year Budget	Restricted Funds Approved Budget 2017-18	Restricted Funds Approved Budget 2018-19	(Decrease) Increase Over Prior Year Budget	Total Approved Budget 2018-19
Administration	5,252,961	5,161,325	(91,636)	332,908	333,136	228	5,494,461
Instructional Salaries & Wages	120,105,284	122,682,775	2,577,491	3,619,901	3,124,397	(495,504)	125,807,172
Student Personnel Services	1,684,997	1,747,731	62,734	7,000	5,000	(2,000)	1,752,731
Student Health Services	3,533,468	3,690,315	156,847	85,092	115,237	30,145	3,805,552
Student Transportation	21,421,553	22,031,783	610,230	141,988	99,700	(42,288)	22,131,483
Operation of Plant	23,336,829	24,025,065	688,236	35,000	35,000	0	24,060,065
Maintenance of Plant	7,203,149	6,701,566	(501,583)	172,261	172,261	0	6,873,827
Fixed Charges	73,658,797	74,766,911	1,108,114	3,622,032	3,584,651	(37,381)	78,351,562
Food Services	0	0	0	0	0	0	0
Community Services	300,000	300,000	0	132,000	138,754	6,754	438,754
Capital Outlay	4,083,182	4,797,777	714,595	0	0	0	4,797,777
Mid-Level Administration	23,196,499	23,727,712	531,213	426,335	474,449	48,114	24,202,161
Special Education	33,260,773	33,900,352	639,579	9,287,387	9,326,012	38,625	43,226,364
Textbooks & Instructional Supplies	7,278,520	6,914,900	(363,620)	822,845	1,468,485	645,640	8,383,385
Other Instructional Costs	1,855,456	1,663,564	(191,892)	760,046	709,083	(50,963)	2,372,647
TOTAL	326,171,468	332,111,776	5,940,308	19,444,795	19,586,165	141,370	351,697,941

BUDGET SUMMARY

Unrestricted / Restricted	Approved FY 2017-18	Approved FY 2018-19	(Decrease) Increase Over Prior Year	Percent Change Over Prior Year
Unrestricted Funds	326,171,468	332,111,776	5,940,308	1.82%
Restricted Funds	19,444,795	19,586,165	141,370	0.73%
Total Funds	345,616,263	351,697,941	6,081,678	1.76%

**Authorized Staffing
in Full-Time Equivalent (FTEs)**

	Operating Fund Non- Restricted	Operating Fund Restricted	Food Service Fund
Authorized as of July 1, 2017	3,131.33	130.30	101.78
Changes in Approved in FY 2018 Budget			
Decrease for Closure of Print Shop	(1.00)	-	-
Decrease for Elimination of Central Office Clerical Positions	(5.00)		
Decrease for Elimination of Buyer Position	(1.00)		
Decrease for Reduction of Assistant Supervisor of Facilities Operations & Maintenance	(1.00)		
Decrease for Reductions in Teacher Positions	<u>(21.00)</u>	<u>-</u>	<u>-</u>
Approved as of July 1, 2018	<u>3,102.33</u>	<u>130.30</u>	<u>101.78</u>

FY 2019 Costs Previously Funded With Grants

Existing / Locally "Picked-Up"		
<u>FTE</u>	<u>Salary</u>	<u>Total Cost</u>

There are no local pick-ups of grants anticipated at this time;
no local pick-ups of grants are included in the
Approved Operating Budget



Section II

Budget Information by Category

Administration

Category 01

Administration includes the activities associated with the general regulations, direction and control of Carroll County Public Schools. Activities for establishing and administering school system policy, providing fiscal and internal services, supporting all other instructional and support services and assisting the instructional staff with the content and process of providing learning experiences for students are included. The following support services are included in the category of administration:

- **Board of Education Services** - activities associated with the elected members of the Board of Education vested with the responsibility of directing, planning and making policy for Carroll County Public Schools.
- **Executive Administration** - activities associated with the general administration of the school system. Included are the office of the superintendent, community relations, state and federal relations and grant procurement.
- **Business Support Services** - activities associated with the fiscal operation of the school system e.g. budget, financial accounting, payroll, or purchasing and printing services.
- **Centralized Support Services** - activities associated with planning and research, public information services, human resource services and information support systems.

Unrestricted Fund Summary	Actual 2016-17	Approved 2017-18	Approved 2018-19	Approved Increase/ (Decrease)	% Change
01 Administration					
1 Salaries	\$ 4,406,671	\$ 4,630,468	\$ 4,552,638	\$ (77,830)	-1.68%
2 Contracted Services	411,118	533,060	495,519	(37,541)	-7.04%
3 Supplies/Materials	48,557	60,202	55,978	(4,224)	-7.02%
4 Other Charges	306,565	217,819	217,238	(581)	-0.27%
9 Transfers	(185,584)	(188,588)	(160,048)	28,540	-15.13%
	\$ 4,987,327	\$ 5,252,961	\$ 5,161,325	\$ (91,636)	-1.74%
Restricted Fund Summary					
01 Administration					
1 Salaries	\$ 214	\$ -	\$ -	\$ -	0.00%
2 Contracted Services	1,335	-	4,000	4,000	100.00%
3 Supplies/Materials	244	-	-	-	0.00%
4 Other Charges	18,207	140,000	152,000	12,000	8.57%
9 Transfers	185,584	192,908	177,136	(15,772)	-8.18%
	\$ 205,584	\$ 332,908	\$ 333,136	\$ 228	0.07%

Category 01 - Administration Changes - FY 2019

Non-Restricted Budget Changes

1. Various salary and wage changes including turnover	\$	(97,672)
2. Reduction of 1.0 FTE buyer position		(76,261)
3. Reduction of 3.0 FTE central office clerical positions		(73,127)
4. Decrease in rental of business machines due in part to closure of print shop		(66,832)
5. Reduction of 1.0 FTE due to closure of print shop		(35,051)
6. Net decrease in various other contracted services		(34,709)
7. Net decrease in various supplies and materials		(4,224)
8. Net increase in various other charges line items		(4,081)
9. Increase for creation of a scholarship for the Student Representative on the Board of Education		3,500
10. Increase for legally established raises for eligible Board of Education members		7,020
11. Increase in audit fees		14,000
12. Increase in indirect cost recovery from grants		28,540
13. Increase in legal fees		50,000
14. Funds to honor negotiated agreements		<u>197,261</u>
Total Non-Restricted Decrease - Category 01 - Administration		(91,636)
Restricted Budget Net Increase - Category 01 - Administration		<u>228</u>
TOTAL DECREASE - Category 01 - Administration	\$	(91,408)

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
ADMINISTRATION				
Positions				
1. Exempt	27.60	27.60	27.60	26.60
2. Non-Exempt	26.50	26.50	25.50	24.50
Total Positions	<u>54.10</u>	<u>54.10</u>	<u>53.10</u>	<u>51.10</u>
1 Salaries and Wages				
Regular Classified	\$1,442,181	\$1,539,281	\$1,432,510	\$1,363,765
Temporary Classified	39,901	44,317	43,848	53,848
Overtime Classified	5,046	7,500	6,500	6,500
Longevity Classified	74,567	76,061	62,969	58,587
Classified Educational Add-Ons	200	204	200	200
Regular Professional	2,695,727	2,860,141	2,829,974	2,753,713
Professional Add-Ons	13,500	13,500	13,500	13,500
Substitute Employees	34,839	54,264	54,264	54,264
Board Members' Allowance	33,980	33,980	33,980	41,000
Insurance Opt-Out	1,220	1,220	0	0
Vacation Payoff	64,207	45,000	55,000	55,000
Retirement Incentive	1,303	0	0	0
Funds For Negotiated Agreements	0	0	197,261	197,261
Hiring Turnover (F.T.E.)	0	(45,000)	(45,000)	(45,000)
Object Total	<u>4,406,671</u>	<u>4,630,468</u>	<u>4,685,006</u>	<u>4,552,638</u>
2 Contracted Services				
Maintenance & Repair of Equipment	1,130	0	1,000	1,000
Printing & Binding	20,171	26,450	24,550	24,550
Advertising	7,166	6,000	7,000	7,000
Rental of Business Machines	67,897	99,206	32,374	32,374
Medical and Dental Fees	0	3,500	3,500	3,500
Consultants	1,471	18,100	18,100	17,100
Legal Fees	206,687	160,000	175,000	225,000
Auditing Fees	67,500	75,000	75,000	89,000
Test Scoring	2,085	51,304	51,304	51,304
Other Contracted Services	37,011	93,500	45,691	44,691
Object Total	<u>411,118</u>	<u>533,060</u>	<u>433,519</u>	<u>495,519</u>
3 Supplies and Materials				
Office Supplies	27,570	46,932	44,058	43,558
Books & Periodicals	1,457	3,670	3,170	2,420
Food	5,276	4,200	4,200	4,200
General Supplies	0	1,000	0	0
Computer Equipment < \$5,000	2,973	4,000	5,400	5,400
Sensitive Items - Non I.T.	2,168	0	0	0
Other Supplies & Materials	9,113	400	400	400
Object Total	<u>48,557</u>	<u>60,202</u>	<u>57,228</u>	<u>55,978</u>

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
ADMINISTRATION - continued				
4 Other Charges				
Local Mileage Reimbursement	11,546	17,600	17,925	15,925
License Fees	29,891	50,989	51,489	51,489
Postage	69,094	37,150	37,150	37,150
Recruiting Costs	11,641	10,000	10,000	10,000
Dues and Subscriptions	50,863	54,330	57,254	56,654
Board Members' Expense	3,490	5,600	5,600	3,500
Retirement and Recognition	15,013	15,800	15,800	13,750
Conferences & Trainings	24,462	24,450	22,370	22,370
Admissions/Entrance Fees	3,901	1,900	2,900	2,900
Miscellaneous - Other Charges	86,664	0	0	3,500
Object Total	<u>306,565</u>	<u>217,819</u>	<u>220,488</u>	<u>217,238</u>
9 Transfers				
Indirect Costs	(185,584)	(188,588)	(160,048)	(160,048)
Object Total	<u>(185,584)</u>	<u>(188,588)</u>	<u>(160,048)</u>	<u>(160,048)</u>
TOTAL ADMINISTRATION	\$4,987,327	\$5,252,961	\$5,236,193	\$5,161,325

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - RESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
ADMINISTRATION				
1 Salaries and Wages				
Substitute Employees	\$214	\$0	\$0	\$0
Object Total	<u>214</u>	<u>0</u>	<u>0</u>	<u>0</u>
2 Contracted Services				
Printing and Binding	1,335	0	4,000	4,000
Object Total	<u>1,335</u>	<u>0</u>	<u>4,000</u>	<u>4,000</u>
3 Supplies and Materials				
Food	244	0	0	0
Object Total	<u>244</u>	<u>0</u>	<u>0</u>	<u>0</u>
4 Other Charges				
Recruiting Costs	18,207	0	12,000	12,000
Miscellaneous - Other Charges	0	140,000	140,000	140,000
Object Total	<u>18,207</u>	<u>140,000</u>	<u>152,000</u>	<u>152,000</u>
9 Transfers				
Indirect Costs	185,584	192,908	160,048	177,136
Object Total	<u>185,584</u>	<u>192,908</u>	<u>160,048</u>	<u>177,136</u>
TOTAL ADMINISTRATION	\$205,584	\$332,908	\$316,048	\$333,136

ADMINISTRATION

The approved budget for Administration includes the activities of the Board of Education, Executive Administration (Offices of the Superintendent & Assistant Superintendent of Administration), Business Support Services (Finance, Budget, Payroll, Purchasing & Internal Audit operations), and Centralized Support Services (Human Resources, Information Technology and Community & Media Relations).

SALARIES AND WAGES	<u>FULL-TIME EQUIVALENT</u>	<u>APPROVED BUDGET</u>
Existing Professional Positions - Exempt		
Members of the Superintendent's Cabinet		
Superintendent of Schools	1.00	
Assistant Superintendent - Administration	1.00	
Chief Financial Officer	1.00	
Chief Information Officer	1.00	
Director - Human Resources	1.00	
Supervisor - Community & Media Relations	<u>1.00</u>	
	6.00	
Other Professional Personnel		
Budget Analyst	1.00	
Employee Benefits & Insurance Administrator	1.00	
Executive Assistant to Superintendent & Board	1.00	
Grants Analyst	0.60	
Human Resources Associate - Risk Management	1.00	
Human Resources Generalist	1.00	
Human Resources Specialist	2.00	
Lead Auditor	1.00	
Payroll Officer	1.00	
School Training & Support Accountant	1.00	
Senior Accountant	1.00	
Senior Buyer - Purchasing	1.00	
Staff Accountant II	1.00	
Supervisor - Budget & Grants	1.00	
Supervisor - Finance	1.00	
Supervisor - Human Resources	1.00	
Supervisor - Information Services	1.00	
Supervisor - Information Technology	1.00	
Supervisor - Purchasing	1.00	
Systems Accountant	<u>1.00</u>	
	20.60	
Total Existing Professional Positions - Exempt	26.60	2,753,713
Existing Classified Positions - Non-Exempt		
Accounting Associate	0.50	
Associate Buyer	1.00	
Cabinet Secretary	0.50	
Clerk II - 12 Month	1.00	
Clerk Accountant III - 12 Month	2.00	
Director's Secretary	2.00	
Human Resources Associate - Benefits & Staffing	1.00	
Human Resources Associate II	1.00	
Human Resources Associate - Substitute Administrator	1.00	
Internal Audit Associate	1.00	
Junior Accountant	<u>1.00</u>	
Sub-Total	12.00	

ADMINISTRATION

**APPROVED
BUDGET**

SALARIES AND WAGES

Existing Classified Positions - Non-Exempt - continued

Payroll Associate	1.50
Payroll Associate II	1.00
Program Manager - Community & Media Relations	1.00
Secretary III - 12 Month	1.00
Software Development Engineer	<u>8.00</u>
Sub-Total	12.50

Total Existing Classified Positions 24.50 1,363,765

Total Existing Positions - Professional & Classified 51.10 4,117,478

Temporary Classified

Wages paid to non-exempt employees to perform tasks during peak periods on a short term basis. 53,848

Overtime Classified

Wages paid to non-exempt employees for overtime hours worked 6,500

Longevity Classified

To comply with the longevity provision in the Master Agreement between the Board of Education and non-exempt employees. 58,587

Classified Educational Add-Ons

Educational Add-Ons for non-exempt employees 200

Professional Add-Ons

Additional compensation for exempt employees in accordance with negotiated agreements. 13,500

Substitutes

To supply substitutes for teachers for professional development days and training sessions. 54,264

Vacation Payoff

55,000

Funds For Negotiated Agreements

197,261

ADMINISTRATION

SALARIES AND WAGES - continued	APPROVED BUDGET
Board Members Allowance	
Public School Laws § 3-303 Compensation and Expenses	41,000
(i) The Chairman of the County Board is entitled to receive \$7,500 annually, and the other four members are entitled to receive \$6,500 annually in total compensation. The Student Representative is entitled to receive \$480.	
Hiring Turnover (F.T.E)	<u>(45,000)</u>
TOTAL SALARIES AND WAGES	4,552,638
CONTRACTED SERVICES	
Maintenance & Repair of Equipment	1,000
Printing & Binding	
Announcements, letters, Informational Calendars and costs associated with requests for Public Information.	
Unrestricted	24,550
Restricted	<u>4,000</u>
	28,550
Advertising	
Advertisements for bids and positions	7,000
Rental of Business Machines	
Rental of Central Office copier machines	32,374
Medical and Dental fees	3,500
Consultants	
Includes consultant assistance for energy procurement, utility bids, investment planning, Public Information concerns and MABE BoardDocs (online meetings).	17,100
Legal Services	
Public School Laws § 4-104 Counsel	225,000
...each county board may:	
(i) Retain counsel to represent it in legal matters that affect the Board.	
(ii) Contract for payment of a reasonable fee to the counsel.	
Audit Services	
Public School Laws § 5-108 Annual Audit	89,000
...each county board shall:	
(i) Provide for an annual audit of its transactions and accounts.	
(ii) Certified Public Accountant to conduct audit.	
(iii) The audit shall be made by a Certified Public Accountant.	
Test Scoring	51,304
Other Contracted Services	
Includes funds for stenographic services for appeals that require a hearing officer and court reporter, background checks for employees/volunteers and other contracting for administrative issues with Technology Services.	<u>44,691</u>
TOTAL CONTRACTED SERVICES	499,519

ADMINISTRATION

**APPROVED
BUDGET**

SUPPLIES AND MATERIALS

Office Supplies

Stationery, paper, payroll checks/advices, subfinder/computer upgrades, administrative forms, photo ID badges and other office supplies 43,558

Books and Periodicals

To purchase books or periodicals for professional libraries, including cost for updates to annotated codes. 2,420

Food

Purchase of food and payments to restaurants for meals furnished. 4,200

Computer Equipment < \$5,000

Technology Services 5,400

Other Supplies & Materials

Planning and evaluation (testing) materials 400

TOTAL SUPPLIES AND MATERIALS 55,978

OTHER CHARGES

Local Mileage Reimbursement

Reimbursement for personnel carrying out assigned duties and funding for Board members. 15,925

License Fees

Subfinder and application system within Human Resources. 51,489

Postage

Postage for departments within Central Office 37,150

Recruiting Costs

Payment for recruiting expenses	Unrestricted	10,000	
	Restricted	<u>12,000</u>	22,000

Dues and Subscriptions

Dues for membership in professional organizations including the Maryland Association of Boards of Education, and subscriptions to professional magazines. 56,654

Board Members Expenses

Public School Laws § 3-303 Compensation and Expenses 3,500
 (i) Expenses for the Chairman and other members, allowance for travel as provided in the Carroll County Budget.

Retirements and Recognitions

Retirement and Recognition gifts to retired employees based on years of service to the Board of Education and citizens of Carroll County. 13,750

ADMINISTRATION

OTHER CHARGES - continued

**APPROVED
BUDGET**

Conferences & Trainings

Costs of attending conferences, meetings, in-services, training and other professional development, including annual training associated with the financial system and other central office computer support systems.

22,370

Admissions/Entrance Fees

2,900

Miscellaneous Other Charges

Miscellaneous Charges

Unrestricted 3,500

Carryover and New Grants (#800 series)

Restricted 140,000 143,500

TOTAL OTHER CHARGES

369,238

TRANSFERS

Indirect Costs

Unrestricted (160,048)

Restricted 177,136

17,088

TOTAL TRANSFERS

17,088

TOTAL ADMINISTRATION

\$5,494,461

Instructional Salaries and Wages Category 02

Instructional salaries and wages includes all salaries and wages reportable for those staff whose responsibilities include the interaction with students in the delivery of instructional programs and related student instructional support services. This category includes the following position types:

teachers
teaching assistants
reading specialists
media specialists
classroom technical support staff

guidance counselors
psychologists
substitute teachers
media assistants
coaches

Unrestricted Fund Summary	Actual 2016-17	Approved 2017-18	Approved 2018-19	Approved Increase/ (Decrease)	% Change
02 Instructional Salaries/Wages					
1 Salaries	\$ 114,143,334	\$ 120,105,284	\$ 122,682,775	\$ 2,577,491	2.15%
Restricted Fund Summary					
02 Instructional Salaries/Wages					
1 Salaries	\$ 2,631,575	\$ 3,619,901	\$ 3,124,397	\$ (495,504)	-13.69%

Category 02 - Instructional Salaries and Wages
Changes - FY 2019

Non-Restricted Budget Changes

1. Various salary and wage changes including turnover	\$ (1,224,623)
2. Reduction of 20.0 FTE teacher positions	(1,000,000)
3. Net of changes in hourly wages	(234,120)
4. Funds to honor negotiated agreements	<u>5,036,234</u>
Total Non-Restricted Increase - Category 02 - Instructional Salaries and Wages	2,577,491

Restricted Budget Net Decrease - Category 02 - Instructional Salaries and Wages (495,504)

TOTAL INCREASE - Category 02 - Instructional Salaries and Wages **\$ 2,081,987**

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
INSTRUCTIONAL SALARIES AND WAGES				
Positions				
1. Exempt	1,713.95	1,703.75	1,703.75	1,683.75
2. Non-Exempt	204.80	203.80	203.80	203.80
Total Positions	<u>1,918.75</u>	<u>1,907.55</u>	<u>1,907.55</u>	<u>1,887.55</u>
1 Salaries and Wages				
Classroom Assistants	\$4,277,851	\$4,489,089	\$4,509,647	\$4,509,647
Clerks & Secretaries	600,362	609,785	636,257	636,257
Temporary Classified	722,669	790,500	771,149	771,149
Classified Educational Add-Ons	68,277	68,513	68,190	68,190
Substitute Employees	2,461,557	2,824,725	2,745,454	2,745,454
Regular Educational	101,022,639	106,802,934	106,037,792	104,637,792
Temporary Educational	1,381,134	2,271,650	2,259,881	2,056,881
Educational Add-Ons	682,617	643,280	588,740	588,740
Outdoor School Add-Ons	57,014	65,350	65,350	65,350
Athletic Coaches	846,083	782,597	842,597	842,597
Other Extra Curricular Pay	258,127	265,134	265,134	265,134
Intramural Coaches	29,057	17,510	17,510	17,510
Team Leaders	832,491	849,594	849,120	849,120
Department Chairman	262,946	264,106	249,600	249,600
Student Service Coordinators	124,745	127,201	130,550	130,550
Teacher Longevity	204,000	208,939	193,424	193,424
Summer Work - Educational	261,870	260,974	263,566	263,566
Insurance Opt-Out	36,637	38,403	30,580	30,580
Vacation Payoff	1,961	0	0	0
Retirement Incentive	11,297	0	0	0
Funds For Negotiated Agreements	0	0	5,036,234	5,036,234
Hiring Turnover (F.T.E.)	0	(1,275,000)	(1,275,000)	(1,275,000)
Object Total	<u>114,143,334</u>	<u>120,105,284</u>	<u>124,285,775</u>	<u>122,682,775</u>
INSTRUCTIONAL SALARIES AND WAGES	\$114,143,334	\$120,105,284	\$124,285,775	\$122,682,775

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - RESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
INSTRUCTIONAL SALARIES AND WAGES				
Positions				
1. Exempt	30.30	31.90	31.90	31.90
2. Non-Exempt	3.30	4.80	4.80	4.80
Total Positions	<u>33.60</u>	<u>36.70</u>	<u>36.70</u>	<u>36.70</u>
1 Salaries and Wages				
Classroom Assistants	\$94,597	\$104,189	\$96,133	\$96,133
Temporary Classified	41,870	46,226	29,500	29,500
Classified Educational Add-Ons	0	704	1,590	1,590
Regular Educational	1,662,418	1,958,503	1,753,390	1,753,390
Temporary Educational	561,612	1,173,449	917,677	947,463
Educational Add-Ons	113,977	113,500	104,330	104,330
Insurance Opt-Out	0	0	1,310	1,310
Substitute Employees	157,101	223,330	90,040	190,681
Object Total	<u>2,631,575</u>	<u>3,619,901</u>	<u>2,993,970</u>	<u>3,124,397</u>
INSTRUCTIONAL SALARIES AND WAGES	\$2,631,575	\$3,619,901	\$2,993,970	\$3,124,397

INSTRUCTIONAL SALARIES AND WAGES

The category of Instructional Salaries and Wages consists of those activities which have as their purpose teaching students and improving the quality of the classroom instructional program for students.

Under this category are involved such activities as classroom instruction of pupils, provisions for educational television, library services, audio-visual services, adult education programs, summer school, educational programs, evening high school, guidance and school psychologists.

SALARIES AND WAGES	Full-Time Equivalent	APPROVED BUDGET
Classified Positions - Non-Exempt		
Classroom Assistants - Unrestricted		
Instructional Assistants	145.80	
Paraprofessional	25.00	
Pre-Kindergarten Assistants	6.50	
Pre-Kindergarten Paraprofessional	2.50	
Pride Instructional Assistant	<u>1.00</u>	
Total Classroom Assistants - Unrestricted	180.80	4,509,647
Classroom Assistants - Restricted		
Pre-K Paraprofessional	1.00	
Pre-Kindergarten	1.00	
Title I Parent Liaison	<u>2.80</u>	
Total Classroom Assistants - Restricted	4.80	96,133
Clerks and Secretaries - Unrestricted		
Media Clerk (10 Month)	22.00	
Secretary III (12 Month)	<u>1.00</u>	
Total Clerks and Secretaries - Unrestricted	23.00	<u>636,257</u>
Total Classified Positions - Restricted & Unrestricted	208.60	5,242,037
Temporary Classified		
Salaries to classified employees for services rendered on an intermittent or short-term basis.		
a. Judith P. Hoyer Early Learning Center (#046)	Restricted	28,000
b. Summer Enrichment Program (#167)	Restricted	<u>1,500</u>
Sub-Total Restricted		29,500
c. Schools - All Levels	Unrestricted	353,032
d. Director of High Schools	Unrestricted	2,319
e. Director of Elementary Schools	Unrestricted	14,456
f. Student Body Activities	Unrestricted	10,022
g. Perkins Title I-C: Program Improvement (#029)	Unrestricted	7,100
h. Pre-Kindergarten (#056)	Unrestricted	6,645
i. PreK - 2 Suspension Prevention (#117)	Unrestricted	28,180
j. HS Facilitator of Student Support (#122)	Unrestricted	70,002
k. Summer School: Middle (#223)	Unrestricted	546
l. Director's Distribution - High Schools (#271)	Unrestricted	4,683
m. Director's Distribution - Middle Schools (#272)	Unrestricted	55,375
n. Director's Distribution - Elementary Schools (#273)	Unrestricted	218,189
o. Multicultural Curriculum Development (#345)	Unrestricted	<u>600</u>
Sub-Total Unrestricted		771,149
Total Temporary Classified - Restricted & Unrestricted		800,649

INSTRUCTIONAL SALARIES AND WAGES

**APPROVED
BUDGET**

SALARIES AND WAGES - continued

Substitute Teachers

Wages paid to individuals to fill in for a permanent employee for various scheduled time off periods from job assignment.

a. NCLBA Title II - A: Teacher Quality (#032)	Restricted	77,700
b. Hold for Striving Readers Year 1 (#039)	Restricted	45,457
c. Judith P. Hoyer Early Learning Center (#046)	Restricted	500
d. Kindergarten Readiness Assessment PD (#112)	Restricted	9,200
e. Hold for Striving Readers Year 2 (#139)		55,184
f. Fine Arts Initiative (#205)	Restricted	<u>2,640</u>
Sub-Total Restricted		190,681
g. Schools - All Levels	Unrestricted	2,470,000
h. Community & Media Relations	Unrestricted	1,967
i. Assistant Superintendent - Instruction	Unrestricted	3,500
j. Director of High Schools	Unrestricted	1,641
k. Director of Middle Schools	Unrestricted	20,803
l. Director of Elementary Schools	Unrestricted	1,040
m. Student Body Activities	Unrestricted	11,444
n. Student Personnel Services	Unrestricted	13,526
o. Curriculum	Unrestricted	74,566
p. Staff Development	Unrestricted	36,414
q. Outdoor School (#016)	Unrestricted	1,061
r. Serve America Sub-Grant (#024)	Unrestricted	2,123
s. Perkins Title I-C: Program Improvement (#029)	Unrestricted	5,410
t. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	1,873
u. Pre-Kindergarten (#056)	Unrestricted	1,040
v. CCSGA (Student Government) / Student Leadership (#098)	Unrestricted	6,867
w. High School Dropout Prevention (#122)	Unrestricted	844
x. Early Success (#171)	Unrestricted	36,414
y. Director of High Schools (#271)	Unrestricted	8,209
z. Director of Middle Schools (#272)	Unrestricted	13,974
aa. Director of Elementary Schools (#273)	Unrestricted	14,358
bb. Multicultural Curriculum Development (#345)	Unrestricted	17,340
cc. Career Technology Education - Match (#429)	Unrestricted	<u>1,040</u>
Sub-Total Unrestricted		2,745,454

Total Substitute Teachers - Restricted & Unrestricted

2,936,135

INSTRUCTIONAL SALARIES AND WAGES

**APPROVED
BUDGET**

SALARIES AND WAGES - continued

Regular Educational Positions - Unrestricted

This account reflects the cost of base salaries to contractual professional employees.

<u>Positions</u>	<u>Full-Time Equivalent</u>
Academic Facilitator	7.33
Academy of Finance	0.50
Agriscience	6.75
Air Conditioning / Refrigeration	1.00
Allied Health Careers	4.00
Alternative Placement Opportunity	0.50
Alternative Program Intervention Specialist	4.00
Art	50.56
Auto Service Technician	1.00
Behavior Support Specialist - Elementary/Middle	8.50
Biology	25.49
Bio-Medical Science	2.00
Building Maintenance	0.60
Business Education	15.35
Career Research & Development Teacher	1.00
Carpentry	1.00
Chemistry	22.34
Choral - High School	5.65
Collision Repair	1.00
Computer Technology	1.00
Cooperative Individual Work Experience / Career Connections	7.83
Cosmetology	4.00
Criminal Justice Teacher	2.00
Culinary Arts	2.00
Dance	1.33
Drafting	1.00
Drama	3.58
Early Childhood Education	1.00
Earth Science	18.50
Electrical Occupations	1.00
Elementary - Grades 1-5	405.00
Engineering	3.00
English	106.27
English as a Second Language (ESOL) Resource Teacher	16.00
Extended Enrichment Elementary Program (EEEP) Teacher	<u>14.00</u>
Sub-Total	746.08

INSTRUCTIONAL SALARIES AND WAGES

**APPROVED
BUDGET**

SALARIES AND WAGES - continued

Regular Educational Positions - continued

Family / Consumer Sciences	26.57
French	3.17
General Music - Elementary/Middle	34.40
General Science	18.50
General Social Studies	112.77
German	3.67
GIST Teacher	0.67
Health Education	43.51
Health Professions	1.00
Heavy Equipment & Truck Technology	1.00
High School Facilitator of Student Support	7.00
High School Reading Specialist	7.83
History	2.40
Instrumental Music	28.40
Integrated Language Arts (ILA) Specialist	22.00
Intervention Therapist	4.00
JROTC NCO Instructor	2.00
JROTC Sr Instructor	2.00
Judy Center Community Specialist	2.00
Judy Center Learning Community Teacher	2.00
Kindergarten	93.00
Latin	0.67
Life Science	18.50
Machine Technology	1.00
Masonry	1.00
Mathematics	126.94
Math Intervention Teacher	1.00
Math Resource - Elementary	12.64
Math Resource - Middle	1.00
Media Specialist + 4 Days	39.20
Mentor Teacher - Elementary	1.20
Mentor Teacher - Secondary	0.50
Outdoor School	4.00
Physical Education	79.60
Physics	16.51
Pre-Kindergarten	9.50
PRIDE Program Teacher	2.00
PRIDE Teacher - Elementary	1.00
Print Production	1.00
Project Lead The Way	1.00
Psychology	3.17
Reading	18.00
Reading Resource	8.00
School Psychologist - 10 Month	13.90
School Psychologist - 12 Month	2.00
School Psychologist - Best Program	<u>1.00</u>
Sub-Total	782.22

INSTRUCTIONAL SALARIES AND WAGES

**APPROVED
BUDGET**

SALARIES AND WAGES - continued

Regular Educational Positions - continued

School Counselor - 11 Month	33.00
School Counselor - School Year + 2 Weeks	39.00
Sign Language	2.33
Spanish	28.36
Technical Support & Networking	1.00
Technology Education	29.01
Textiles & Fashion Design	1.00
Transportation Mechanic Instructor	1.00
Video Production Teacher	1.00
Welding Technology	1.00
Pending Instructional Placements	<u>18.75</u>
Sub-Total	155.45

Total Regular Educational Positions - Unrestricted	1,683.75	104,637,792
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Regular Educational Positions - Restricted

Intervention Therapist	1.00
Judy Center Community Specialist	2.00
Judy Center Learning Community Teacher	2.00
Math Resource - Elementary	1.16
Mentor Teacher - Secondary	1.40
School Psychologist	2.50
Title 1 Class-size reduction Teacher - Grade 2	1.00
Title 1 Class-size reduction Teacher - Grade 4	1.00
Title 1 Class-size reduction Teacher - Grade 5	1.00
Title I Resource Teacher	15.00
Pending Instructional Placements	<u>3.84</u>

Total Regular Educational Positions - Restricted	31.90	<u>1,753,390</u>
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Total Regular Educational Positions - Unrestricted & Restricted	1,715.65	106,391,182
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INSTRUCTIONAL SALARIES AND WAGES

**APPROVED
BUDGET**

SALARIES AND WAGES - continued

Temporary Educational

Salaries to exempt employees for services rendered on an intermittent or short-term basis. Many of these individuals are assigned to special projects which are funded by federal or state monies. Employees are paid on an hourly basis to provide the following educational service.

a.	Perkins Title I-C: Program Improvement (#029)	Restricted	22,275
b.	NCLBA Title II-A: Teacher Quality (#032)	Restricted	47,250
c.	Hold for Striving Readers Year 1 (#039)	Restricted	15,875
d.	Judith P. Hoyer Early Learning Center (#046)	Restricted	69,000
e.	Carroll County General Hospital Education Program (#060)	Restricted	29,729
f.	Kindergarten Readiness Assessment (#112)	Restricted	4,118
g.	Hold for Striving Readers Year 2 (#139)	Restricted	13,911
h.	Summer Enrichment Program (#167)	Restricted	33,000
i.	Summer School - High School (#221)	Restricted	7,500
j.	NCLB Title III-A: English Language Acquisition - Immigrant (#227)	Restricted	4,500
k.	NCLB Title III-A: English Language Acquisition - LEP (#228)	Restricted	15,000
l.	Hold CTE Reserve Grants FY 2019 (#229)	Restricted	12,125
m.	Parents As Teachers (PAT) - Judy Center (#336)	Restricted	63,180
n.	Various Grants Carryover (#800)	Restricted	500,000
o.	New Grants (#805)	Restricted	<u>110,000</u>
Sub-Total Restricted			947,463

n.	Assistant Superintendent - Instruction	Unrestricted	1,224
o.	Director of High Schools	Unrestricted	28,957
p.	Director of Middle Schools	Unrestricted	31,836
q.	Director of Elementary Schools	Unrestricted	1,232
r.	Student Services	Unrestricted	40,921
s.	Curriculum	Unrestricted	63,222
t.	Curriculum - Staff Development	Unrestricted	39,862
u.	Student Body Activities	Unrestricted	1,000
v.	Research and Accountability	Unrestricted	7,721
w.	Gateway School	Unrestricted	5,000
x.	Serve America Sub-Grant (#024)	Unrestricted	2,081
y.	Perkins Title I-C: Program Improvement (#029)	Unrestricted	31,530
z.	School Readiness @ Robert Moton Elementary (#031)	Unrestricted	46,880
aa.	Summer School: High (#033)	Unrestricted	29,111
bb.	Evening High School (#038)	Unrestricted	88,474
cc.	Pre-Kindergarten (#056)	Unrestricted	11,049
dd.	Advancing Early Literacy (#061)	Unrestricted	126,416
ee.	Student Support Center (#081)	Unrestricted	93,562
ff.	ADA Accommodations (#090)	Unrestricted	5,000
gg.	Home & Hospital Teaching (#113)	Unrestricted	157,080
hh.	Prek-2 Elementary Suspension Prevention (#117)	Unrestricted	30,000
ii.	Middle School Reading and Mathematics Intervention (#119)	Unrestricted	496,739
jj.	HS Facilitator of Student Support (#122)	Unrestricted	18,960
kk.	Distance Learning (#136)	Unrestricted	69,211
ll.	PBIS (#137)	Unrestricted	6,120
mm.	Early Success (#171)	Unrestricted	5,202
nn.	Summer School: High School (#221)	Unrestricted	8,000
oo.	Summer School: Middle (#223)	Unrestricted	18,712
pp.	Interpretation and Translation Services (#237)	Unrestricted	100,000
qq.	Limited English Proficient (#238)	Unrestricted	136,067
rr.	Director's Distribution - Elementary School (#273)	Unrestricted	14,171
ss.	Local Intervention Initiatives - High Schools (#323)	Unrestricted	73,455
tt.	Local Intervention Initiatives - Middle Schools (#324)	Unrestricted	75,189
uu.	Local Intervention Initiatives - Elementary Schools (#325)	Unrestricted	141,489
vv.	Multicultural Curriculum Development (#345)	Unrestricted	15,300
ww.	Transitions Project (#361)	Unrestricted	25,908
xx.	Career Technology Education - Match (#429)	Unrestricted	<u>10,200</u>
Sub-Total Unrestricted			2,056,881

Total Temporary Educational - Restricted & Unrestricted

3,004,344

INSTRUCTIONAL SALARIES AND WAGES

**APPROVED
BUDGET**

SALARIES AND WAGES - continued

The following activities require coaching positions and intramural directors which serve our seven high schools and provided programs for 5,322 student-athletes and 227 corollary students during the 2016-2017 school year.

Baseball	Corollary Corn Hole	Indoor track	Tennis	
Basketball	Cross-Country	Lacrosse	Volleyball	
Corollary Bowling	Field Hockey	Track & Field	Wrestling	
Cheerleading	Football	Soccer		
Corollary Bocce Ball	Golf	Softball		842,597
Other Extra-Curricular Pay				
To support other extra-curricular needs.				265,134
Intramural and Extra Curricular Directors				
The intramural and fine arts extra curricular activities which are a part of school programs and are conducted outside of the regular school day have paid directors.				17,510
Summer Work - Educational				
- HS counselors are 11 month employees working 4 weeks during the summer.				
- Middle and Elementary School counselors are 10 month employees working an additional two weeks during the summer.				
- Agriculture teachers work during the summer on Future Farmers of America (F.F.A.) activities, community organization projects and supervision of student projects at work-based learning sites.				
- Career Coordinators work on student job placement, related files, student supervision at WBL sites, and community involvement.				263,566
Educational Add-Ons				
Educational Staff with Masters +30 or Doctorate		Restricted	104,330	
		Unrestricted	654,090	
Classified Staff with Business College Degrees		Restricted	1,590	
		Unrestricted	<u>68,190</u>	828,200
Team Leaders/Department Chairmen				
Elementary and Middle School Team Leaders			849,120	
High School Department Chairman			249,600	
School Improvement Team Chairmen/Student Service Coordinator			<u>130,550</u>	1,229,270
Insurance Opt-Out				
Reimbursements to employees who elect to opt-out of the Board insurance program.				
		Restricted	1,310	
		Unrestricted	<u>30,580</u>	31,890
Longevity Teacher				
To comply with the longevity provision in the Master Agreement between the Board of Education and exempt employees				193,424
Funds For Negotiated Agreements				5,036,234
Hiring Turnover (F.T.E.)				
Amount reflects anticipated turnover of teaching positions.				(1,275,000)
TOTAL INSTRUCTIONAL SALARIES AND WAGES				\$125,807,172

Student Personnel Services

Category 03

Student personnel services includes all activities designed to improve student attendance at school and prevent or solve student problems in the home, the school, and the community. All pupil personnel workers are included within this category. Examples of student personnel activities are:

- directing, managing and supervising attendance and social work services
- identifying non-attendance patterns, causes of non-attendance, improved attitudes of attendance and enforcing compulsory attendance laws
- investigating and diagnosing student problems in home, school and community
- group work services for the child, parent or both
- interpreting the problems of students from other staff members
- acquiring and maintaining records of school attendance, home location and census data
- preparing statistical reports

Unrestricted Fund Summary	Actual 2016-17	Approved 2017-18	Approved 2018-19	Approved Increase/ (Decrease)	% Change
03 Student Personnel Services					
1 Salaries	\$ 1,490,609	\$ 1,589,252	\$ 1,647,986	\$ 58,734	3.70%
2 Contracted Services	66,785	71,060	71,060	-	0.00%
3 Supplies/Materials	17,638	17,010	21,010	4,000	23.52%
4 Other Charges	6,790	7,675	7,675	-	0.00%
	\$ 1,581,822	\$ 1,684,997	\$ 1,747,731	\$ 62,734	3.72%
Restricted Fund Summary					
03 Student Personnel Services					
4 Other Charges	\$ 1,831	\$ 7,000	\$ 5,000	\$ (2,000)	-28.57%

Category 03 - Student Personnel Services
Changes - FY 2019

Non-Restricted Budget Changes

1. Various salary and wage changes including turnover	\$ (19,969)
2. Increase in computer purchases	4,000
3. Funds to honor negotiated agreements	<u>78,703</u>

Total Non-Restricted Increase - Category 03 - Student Personnel Services **62,734**

Restricted Budget Net Decrease - Category 03 - Student Personnel Services **(2,000)**

TOTAL INCREASE - Category 03 - Student Personnel Services **\$ 60,734**

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
STUDENT PERSONNEL SERVICES				
Positions				
1. Exempt	13.00	13.00	13.00	12.00
2. Non-Exempt	4.00	4.00	4.00	4.00
Total Positions	<u>17.00</u>	<u>17.00</u>	<u>17.00</u>	<u>16.00</u>
1 Salaries and Wages				
Regular Classified	\$160,045	\$164,111	\$164,111	\$164,111
Temporary Classified	4,258	6,121	6,121	6,121
Overtime Classified	0	1,500	1,500	1,500
Longevity Classified	11,558	11,790	11,827	11,827
Regular Professional	1,294,000	1,387,535	1,367,529	1,367,529
Temporary Professional	12,661	12,081	12,081	12,081
Substitute Employees	381	0	0	0
Vacation Payoff	6,592	5,000	5,000	5,000
Funds For Negotiated Agreements	0	0	78,703	78,703
Insurance Opt-Out	1,114	1,114	1,114	1,114
Object Total	<u>1,490,609</u>	<u>1,589,252</u>	<u>1,647,986</u>	<u>1,647,986</u>
2 Contracted Services				
Printing & Binding	10,489	14,060	14,060	14,060
Rental of Business Machines	1,296	2,000	2,000	2,000
Other Contracted Services	55,000	55,000	55,000	55,000
Object Total	<u>66,785</u>	<u>71,060</u>	<u>71,060</u>	<u>71,060</u>
3 Supplies and Materials				
Office Supplies	9,500	12,000	12,000	12,000
Books & Periodicals	60	510	510	510
Food	427	0	0	0
General Supplies	2,141	3,500	3,500	3,500
Computer Equipment < \$5,000	4,647	1,000	5,000	5,000
Sensitive Items - Non I.T.	294	0	0	0
Other Supplies and Materials	569	0	0	0
Object Total	<u>17,638</u>	<u>17,010</u>	<u>21,010</u>	<u>21,010</u>
4 Other Charges				
Local Mileage Reimbursement	1,381	2,300	2,300	2,300
Dues	333	1,725	1,725	1,725
Subscriptions	0	250	250	250
Conferences & Trainings	4,929	3,400	3,400	3,400
Admissions/Entrance Fees	20	0	0	0
Miscellaneous - Other Charges	127	0	0	0
Object Total	<u>6,790</u>	<u>7,675</u>	<u>7,675</u>	<u>7,675</u>
TOTAL STUDENT PERSONNEL SERVICES	\$1,581,822	\$1,684,997	\$1,747,731	\$1,747,731

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - RESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
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STUDENT PERSONNEL SERVICES

4 Other Charges				
Conferences & Trainings	\$1,831	\$2,000	\$0	\$0
Miscellaneous - Other Charges	0	5,000	5,000	5,000
Object Total	1,831	7,000	5,000	5,000
 TOTAL STUDENT PERSONNEL SERVICES	 \$1,831	 \$7,000	 \$5,000	 \$5,000

STUDENT PERSONNEL SERVICES

The goal of Student Personnel Services is to provide direct services, at the school level, to students, parents, and staff. Activities are designed to improve student attendance at schools and prevent or solve student problems at home, the school, and the community. These services: guidance, pupil personnel, psychology, pupil assessment, health, alternative programs, and community resources, focus on the fact that children have unique abilities, strengths and needs, and any effort to maximize pupil potential depends upon the identification of, and provision for, these differences.

SALARIES AND WAGES	Full-Time Equivalent	<u>APPROVED BUDGET</u>
Existing Positions		
Professional Positions - Non-Restricted		
Director - Student Services	1.00	
Pupil Personnel Workers	10.00	
School Social Workers	<u>1.00</u>	
Total Existing Professional Positions	12.00	1,367,529
Classified Positions - Non-Restricted		
Director's Secretary	1.00	
Secretary III - 12 Month	<u>3.00</u>	
Total Existing Classified Positions	4.00	<u>164,111</u>
Total Existing Positions - Professional and Classified	16.00	1,531,640
Other Salaries and Wages		
Temporary Classified		6,121
Overtime Classified		1,500
Longevity Classified		11,827
Temporary Professional		12,081
Vacation Payoff		5,000
Insurance Opt-Out		1,114
Funds for Negotiated Agreements		<u>78,703</u>
TOTAL SALARIES AND WAGES		1,647,986

STUDENT PERSONNEL SERVICES

	APPROVED BUDGET
CONTRACTED SERVICES	
Printing and Binding	
Funds used for special work done by local printers, including student/parent handbooks, psychological referral forms, pamphlets and brochures, student materials to highlight Character Education and other informational materials for Student Services.	14,060
Rental of Business Machines	2,000
Other Contracted Services	
To contract for suicide and self-injury program with Youth Service Bureau.	
To contract for violence assessment program with Youth Service Bureau.	<u>55,000</u>
TOTAL CONTRACTED SERVICES	71,060
SUPPLIES AND MATERIALS	
Office Supplies	
Stationery, forms, supplies for the copiers and student records.	12,000
Books and Periodicals	
Funds for professional library.	510
General Supplies	
Purchase of supplies and materials in order to support student services needs and implementation of programs and concepts (Character Education).	3,500
Computer Equipment < \$5,000	<u>5,000</u>
TOTAL SUPPLIES AND MATERIALS	21,010
OTHER CHARGES	
Local Mileage Reimbursement	
Reimbursement to individuals in carrying out assigned duties, including negotiated mileage allowance.	
Account includes funds for Student Support Center and Character Education.	2,300
Dues	
Dues to professional organizations.	1,725
Subscriptions	
Limited subscriptions to professional magazines.	250
Conferences & Trainings	
Costs of attending conferences, meetings, in-services, training and other professional development.	3,400
Miscellaneous - Other Charges	
Grant Carryover (Project #805 - New Grants)	Restricted
	<u>5,000</u>
TOTAL OTHER CHARGES	12,675
TOTAL STUDENT PERSONNEL SERVICES	\$1,752,731

Student Health Services

Category 04

Student health services includes all physical and mental health activities which are not instructional and which provide students with appropriate medical, dental and nursing services. Examples are:

- directing and managing health services.
- health appraisal, periodic health examinations, emergency illness care, and other health related services for students.
- health inspection, treatment of minor injuries and referrals for other health services.

Unrestricted Fund Summary	Actual 2016-17	Approved 2017-18	Approved 2018-19	Approved Increase/ (Decrease)	% Change
04 Student Health Services					
1 Salaries	\$ 3,035,183	\$ 3,305,395	\$ 3,432,652	\$ 127,257	3.85%
2 Contracted Services	196,390	112,669	138,669	26,000	23.08%
3 Supplies/Materials	61,392	105,642	104,232	(1,410)	-1.33%
4 Other Charges	11,041	9,762	14,762	5,000	51.22%
	\$ 3,304,006	\$ 3,533,468	\$ 3,690,315	\$ 156,847	4.44%
Restricted Fund Summary					
04 Student Health Services					
1 Salaries	\$ 8,011	\$ 9,248	\$ 3,180	\$ (6,068)	-65.61%
2 Contracted Services	2,051	100	4,321	4,221	4221.00%
3 Supplies/Materials	43	-	18,743	18,743	100.00%
4 Other Charges	-	75,744	75,744	-	0.00%
5 Land, Bldg, Equip Additional	-	-	13,249	13,249	100.00%
	\$ 10,105	\$ 85,092	\$ 115,237	\$ 30,145	35.43%

Category 04 - Student Health Services
Changes - FY 2019

Non-Restricted Budget Changes

1. Various salary and wage changes including turnover	\$ (18,861)
2. Net decrease in various supplies	(1,410)
3. Increase in contracted services	26,000
4. Increase in license fees	5,000
4. Funds to honor negotiated agreements	<u>146,118</u>
Total Non-Restricted Increase - Category 04 - Student Health Services	156,847

Restricted Budget Net Increase - Category 04 - Student Health Services **30,145**

TOTAL INCREASE - Category 04 - Student Health Services **\$ 186,992**

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
STUDENT HEALTH SERVICES				
Positions				
1. Exempt	45.60	47.60	47.60	47.60
2. Non-Exempt	5.60	4.20	4.40	4.40
Total Positions	<u>51.20</u>	<u>51.80</u>	<u>52.00</u>	<u>52.00</u>
1 Salaries and Wages				
Regular Classified	\$157,523	\$194,726	\$203,379	\$203,379
Temporary Classified	3,136	12,765	12,765	12,765
Substitute Nurses	10,473	15,000	15,000	45,000
Regular Professional	2,830,449	3,040,835	2,984,634	2,984,634
Temporary Professional	19,672	28,685	26,985	26,985
Professional Educational Add-Ons	10,763	10,763	11,241	11,241
Retirement Incentive	636	0	0	0
Insurance Opt-Out	2,531	2,621	2,530	2,530
Funds For Negotiated Agreements	0	0	146,118	146,118
Object Total	<u>3,035,183</u>	<u>3,305,395</u>	<u>3,402,652</u>	<u>3,432,652</u>
2 Contracted Services				
Printing & Binding	389	730	730	730
Rental of Business Machines	456	0	0	0
Consultants	0	189	189	189
Other Contracted Services	195,545	111,750	107,750	137,750
Object Total	<u>196,390</u>	<u>112,669</u>	<u>108,669</u>	<u>138,669</u>
3 Supplies and Materials				
Office Supplies	1,032	2,100	1,850	1,850
Books & Periodicals	84	3,926	4,126	4,126
Health Room Supplies	58,203	98,416	97,256	97,256
Food	946	1,200	1,000	1,000
General Supplies	95	0	0	0
Other Supplies & Materials	1,032	0	0	0
Object Total	<u>61,392</u>	<u>105,642</u>	<u>104,232</u>	<u>104,232</u>
4 Other Charges				
Local Mileage Reimbursement	5,708	6,000	6,000	6,000
License Fees	2,532	0	5,000	5,000
Dues	0	100	100	100
Subscriptions	197	712	712	712
Conferences & Trainings	2,604	2,950	2,950	2,950
Miscellaneous - Other Charges	0	0	0	0
Object Total	<u>11,041</u>	<u>9,762</u>	<u>14,762</u>	<u>14,762</u>
TOTAL STUDENT HEALTH SERVICES	\$3,304,006	\$3,533,468	\$3,630,315	\$3,690,315

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - RESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
STUDENT HEALTH SERVICES				
1 Salaries and Wages				
Temporary Classified	\$2,320	\$3,180	\$3,180	\$3,180
Temporary Professional	4,425	6,068	0	0
Substitute Nurses	1,266	0	0	0
Object Total	<u>8,011</u>	<u>9,248</u>	<u>3,180</u>	<u>3,180</u>
2 Contracted Services				
Medical & Dental Fees	2,051	0	2,924	2,924
Public Carriers	0	0	1,297	1,297
Other Contracted Services	0	100	100	100
Object Total	<u>2,051</u>	<u>100</u>	<u>4,321</u>	<u>4,321</u>
3 Supplies and Materials				
Clothing and Footwear	0	0	3,168	3,168
Health Room Supplies	43	0	15,575	15,575
Object Total	<u>43</u>	<u>0</u>	<u>18,743</u>	<u>18,743</u>
4 Other Charges				
Local Mileage Reimbursement	0	744	744	744
Miscellaneous-Other Charges	0	75,000	75,000	75,000
Object Total	<u>0</u>	<u>75,744</u>	<u>75,744</u>	<u>75,744</u>
5 Equipment Additional				
Classroom Furniture and Equipment	0	0	13,249	13,249
Object Total	<u>0</u>	<u>0</u>	<u>13,249</u>	<u>13,249</u>
TOTAL STUDENT HEALTH SERVICES	\$10,105	\$85,092	\$115,237	\$115,237

STUDENT HEALTH SERVICES

Student Health Services are those activities in the field of physical and mental health appraisal consisting of medical, dental, psychiatric and nursing services in the nature of inspection, treatment of minor injuries and referrals for other health services for students.

SALARIES AND WAGES			APPROVED BUDGET
Existing Positions	Full-Time Equivalent		
Professional Positions			
Supervisor - Health Services	1.00		
Registered Nurses	42.10		
Registered Nurse - Floaters	<u>4.50</u>		
Total Professional Positions	47.60	2,984,634	
Classified Positions			
Licensed Practical Nurses	<u>4.40</u>		
Total Classified Positions	4.40	<u>203,379</u>	
Total Positions - Professional and Classified	52.00		3,188,013
Temporary Classified			
To provide for necessary temporary personnel for clerical support, nursing coverage, or when re-certification of existing employees is required.			
a. Flu-Mist Administration (#109)	Restricted	3,180	
b. System wide	Unrestricted	<u>12,765</u>	15,945
Substitute Nurses			
Wages paid to substitutes while the R.N.'s and L.P.N.'s are at training classes or are out sick.			
			45,000
Temporary Professional			
Wages paid on an hourly basis to exempt employees (R.N.'s) to provide assistance due to absences, field trips, and students needing private duty coverage.			
a. System wide	Unrestricted	26,569	
b. School Readiness @ Robert Moton Elem (#031)	Unrestricted	<u>416</u>	26,985
Professional Educational Add-Ons			
a. Outdoor School (#016)	Unrestricted	<u>11,241</u>	11,241
Insurance Opt-Out			
Reimbursement to employees, who choose to opt-out of the health insurance program, per negotiated agreements.			
			2,530
Funds For Negotiated Agreements			<u>146,118</u>
TOTAL SALARIES AND WAGES			3,435,832

STUDENT HEALTH SERVICES

**APPROVED
BUDGET**

CONTRACTED SERVICES

Printing and Binding

Funds for printing brochures and printing revisions to the health manual for all schools. 730

Medical and Dental Fees

Children's Health Services (#340) Restricted 2,924 2,924

Consultants

To provide presenters for nursing workshops. 189

Other Contracted Services

- a. Flu-Mist Administration (#109) Restricted 100
- b. Children's Health Services (#340) Restricted 1,297
- c. To contract for statewide staffing services (nursing agency) and hearing/vision screening with Carroll County Health Department. Unrestricted 123,000
- d. To contract regarding services for Automated External Defibrillators (#009). Unrestricted 12,750
- e. Extended School Year Services for Disabled Students (#101). Unrestricted 2,000

139,147
142,990

TOTAL CONTRACTED SERVICES

SUPPLIES AND MATERIALS

Office Supplies

Paper, forms, stationery and general supplies to be used in the office of the Health Coordinator and the Health Suites in the schools. 1,850

Clothing and Footwear

Children's Health Services (#340) Restricted 3,168 3,168

Books and Periodicals

Purchase of books including Physician Desk Reference and textbooks for Health Suites. Additionally, purchase of articles for student health issues. 4,126

Health Room Supplies

Medical and first aid supplies to meet health needs and to maintain proper operation of Health Suites.

- a. Children's Health Services (#340) Restricted 15,575
- b. System wide 62,001
- c. AED (Automated External Defibrillators) (#009) 31,790
- d. Outdoor School (#016) 1,515
- e. Career & Technology (#029) 950
- f. Extended School Year Services for Disabled Students (#101) 1,000 112,831

Food

Food supplies used within Health Suites. 1,000

TOTAL SUPPLIES AND MATERIALS

122,975

STUDENT HEALTH SERVICES

				APPROVED BUDGET
OTHER CHARGES				
Local Mileage Reimbursement				
To reimburse personnel for carrying out assigned duties.				
a.	Flu-Mist Administration (#109)	Restricted	744	
b.	System wide	Unrestricted	<u>6,000</u>	6,744
License Fees				5,000
Dues				
Dues to professional organizations regarding A&S funds.				100
Subscriptions				
To provide subscriptions for health services personnel.				712
Conferences & Trainings				
Costs of attending conferences, meetings, in-services, training and other professional development.				
a.	System wide	Unrestricted	2,700	
b.	A & S Professional Development (#019)	Unrestricted	<u>250</u>	2,950
Miscellaneous - Other Charges				
a.	New/Carryover Grants (Project #800 series)	Restricted	<u>75,000</u>	75,000
TOTAL OTHER CHARGES				90,506
EQUIPMENT ADDITIONAL				
a.	Classroom Furniture and Equipment	Restricted		13,249
TOTAL EQUIPMENT ADDITIONAL				13,249
TOTAL STUDENT HEALTH SERVICES				\$3,805,552

Student Transportation Services

Category 05

Student transportation includes all activities associated with providing regular and special education transportation service for students between home, school and school activities. Included are vehicle operation costs, monitoring services, vehicle servicing and maintenance services. Examples of programs are:

- **Regular Transportation Programs** for students who do not require special equipment or personnel to be transported and/or do not require transportation to special schools.
- **Special Transportation Programs** for public and nonpublic students who have physical, mental and/or emotional disabilities and are transported on a vehicle with specialized equipment.
- **School Activities Transportation** services for students on field trips, athletics, interscholastic activities, cooperative educational programs, career and technology purposes, special programs and outdoor school.

Unrestricted Fund Summary	Actual 2016-17	Approved 2017-18	Approved 2018-19	Approved Increase/ (Decrease)	% Change
05 Student Transportation					
1 Salaries	\$ 1,040,051	\$ 1,086,727	\$ 1,120,860	\$ 34,133	3.14%
2 Contracted Services	19,632,623	20,107,792	20,484,557	376,765	1.87%
3 Supplies/Materials	22,229	7,000	159,500	152,500	2178.57%
4 Other Charges	244,176	220,034	266,866	46,832	21.28%
6 Land, Bldg, Equip Replacement	70,456	-	-	-	0.00%
	\$ 21,009,535	\$ 21,421,553	\$ 22,031,783	\$ 610,230	2.85%
Restricted Fund Summary					
05 Student Transportation					
2 Contracted Services	\$ 48,421	\$ 141,988	\$ 99,700	\$ (42,288)	-29.78%
4 Other Charges	21	-	-	-	0.00%
	\$ 48,442	\$ 141,988	\$ 99,700	\$ (42,288)	-29.78%

Category 05 - Student Transportation
Changes - FY 2019

Non-Restricted Budget Changes

1. Decrease in equipment rental and other contracted services	\$	(22,083)
2. Various salary and wage changes including turnover		(14,394)
3. Net increase in various supply and other changes line items		6,700
4. Increase in vehicle insurance costs		18,632
5. Increase in license fees		24,000
6. Funds to honor negotiated agreements		48,527
7. Bus camera replacements		150,000
8. Increase in bus contractor costs (maintenance, fuel, bus depreciation, driver/assistant wages)		398,848
Total Non-Restricted Increase - Category 05 - Student Transportation		610,230

Restricted Budget Net Decrease - Category 05 - Student Transportation		(42,288)
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TOTAL INCREASE - Category 05 - Student Transportation	\$	567,942
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CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
STUDENT TRANSPORTATION				
Positions				
1. Exempt	7.00	7.00	7.00	7.00
2. Non-Exempt	7.00	7.00	7.00	7.00
Total Positions	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>
1 Salaries and Wages				
Regular Classified	\$297,523	\$303,378	\$301,489	\$301,489
Temporary Classified	20,455	31,609	25,000	25,000
Overtime Classified	5,358	5,000	5,000	5,000
Longevity Classified	17,235	17,581	11,686	11,686
Regular Professional	690,566	727,939	727,938	727,938
Vacation Payoff	7,217	0	0	0
Retirement Incentive	477	0	0	0
Insurance Opt-Out	1,220	1,220	1,220	1,220
Funds For Negotiated Agreements	0	0	48,527	48,527
Object Total	<u>1,040,051</u>	<u>1,086,727</u>	<u>1,120,860</u>	<u>1,120,860</u>
2 Contracted Services				
Maintenance & Repair of Equipment	36,330	45,000	35,000	35,000
Maintenance & Repair of Vehicles	25,329	21,000	25,000	25,000
Printing & Binding	0	2,500	3,500	3,500
Rental of Business Machines	1,470	3,000	2,000	2,000
Medical Examinations	1,837	1,500	1,500	1,500
Student Body Transportation	731,212	751,332	734,749	734,749
Bus Contractors	18,761,168	19,202,960	19,457,717	19,601,808
Parent Reimbursement	29,441	32,000	35,000	35,000
Bus Inspection	17,292	22,000	20,000	20,000
Vandalism Expenses-Buses	221	1,500	1,000	1,000
Other Contracted Services	28,323	25,000	25,000	25,000
Object Total	<u>19,632,623</u>	<u>20,107,792</u>	<u>20,340,466</u>	<u>20,484,557</u>

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
STUDENT TRANSPORTATION - continued				
3 Supplies and Materials				
Vehicle fuel, lube, tires	4	0	0	0
Office Supplies	3,851	2,000	3,500	3,500
Books & Periodicals	379	1,000	500	500
Vehicle Repair Supplies	48	2,000	0	0
Food	516	0	0	0
General Supplies	1,525	0	500	500
Sensitive Items - Non I.T.	0	0	150,000	150,000
Other Supplies & Materials	15,906	2,000	5,000	5,000
Object Total	<u>22,229</u>	<u>7,000</u>	<u>159,500</u>	<u>159,500</u>
4 Other Charges				
Local Mileage Reimbursement	223	0	500	500
License Fees	8,000	0	24,000	24,000
Communications	498	0	500	500
Postage	141	0	200	200
Gasoline	14,540	8,000	14,000	14,000
Dues	405	2,000	1,000	1,000
Subscriptions	344	300	300	300
Conferences & Trainings	7,294	12,000	10,000	10,000
Vehicle Insurance	212,181	197,734	221,518	216,366
Admissions	350	0	0	0
Miscellaneous - Other Charges	200	0	0	0
Object Total	<u>244,176</u>	<u>220,034</u>	<u>272,018</u>	<u>266,866</u>
6 Equipment Replacement				
Motor Vehicles	70,456	0	0	0
Object Total	<u>70,456</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL STUDENT TRANSPORTATION	\$21,009,535	\$21,421,553	\$21,892,844	\$22,031,783

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - RESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
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STUDENT TRANSPORTATION

2 Contracted Services				
Student Body Transportation	\$48,421	\$71,988	\$28,150	\$29,700
Bus Contractors	0	70,000	70,000	70,000
Object Total	48,421	141,988	98,150	99,700
4 Other Charges				
Gasoline	21	0	0	0
Object Total	21	0	0	0
TOTAL STUDENT TRANSPORTATION	\$48,442	\$141,988	\$98,150	\$99,700

STUDENT TRANSPORTATION

Student Transportation consists of services dealing with conveyance of pupils to and from school or on trips related to school activities. Included are vehicle operation services, vehicle servicing and maintenance, monitoring services, and other Student Transportation services such as regular transportation programs, special transportation programs, and school activities transportation.

SALARIES AND WAGES	Full-Time Equivalent	APPROVED BUDGET
Existing Positions:		
Regular Professional Positions		
Director - Transportation	1.00	
Supervisor - Transportation	1.00	
Area Supervisors - Transportation	3.00	
Transportation Analyst	<u>2.00</u>	
Total Professional Positions	7.00	727,938
Classified Positions		
Clerk Accountant III - 12 Month	1.00	
Clerk II - 12 Month	1.00	
Lead School Vehicle Driver Instructor	1.00	
School Vehicle Driver Instructor	2.00	
Transportation Associate	1.00	
Transportation Routing & Scheduling Associate	<u>1.00</u>	
Total Classified Positions	7.00	<u>301,489</u>
Total Professional and Classified Positions	14.00	1,029,427
Temporary Classified		
To cover cost of non-exempt employees in the summer.		25,000
Overtime Classified		5,000
Longevity Classified		
To comply with the longevity provision in the Master Agreement between non-exempt employees and the Board of Education		11,686
Insurance Opt-Out		
Reimbursement to employees who elect to opt-out of the Board of Education's insurance program.		1,220
Funds For Negotiated Agreements		<u>48,527</u>
TOTAL SALARIES AND WAGES		1,120,860

STUDENT TRANSPORTATION

CONTRACTED SERVICES	APPROVED BUDGET
Maintenance & Repair of Equipment	35,000
Maintenance & Repair of Vehicles	25,000
Printing and Binding Payments to outside printing companies to provide documents associated with the operations of Student Transportation.	3,500
Rental of Business Machines	2,000
Medical Examinations Funds for physical examinations, State mandated drug and alcohol testing of school bus drivers.	1,500
Rental of Motor Vehicles	
Unrestricted	
Funds to transport athletic teams, including corollary sports	593,625
Funds to transport for fine arts activities, including marching bands.	66,764
Funds to transport for projects:	
a. Perkins Title I-C: Program Improvement (#029)	19,260
b. Families Learning Together (#031)	400
c. CCSGA (Student Government) / Student Leadership (#098)	1,000
d. PRIDE - Elementary (#118)	5,994
e. High School Academic Competition (#147)	5,076
f. Multicultural Curriculum Development (#345)	4,000
g. Career Technology Education - Match (#429)	1,000
Funds to transport students on Instructional Field Trips.	<u>37,630</u>
Total Unrestricted	734,749
Restricted	
h. Hold for Striving Readers Year 1 (#039)	600
i. Judy Center Expansion Grant - Robert Moton (#046)	400
j. CCSGA (Student Government) / Student Leadership (#098)	2,000
k. Hold for Striving Readers Year 2 (#139)	600
l. Summer Enrichment Program (#167)	750
m. Ready at Five Learning Parties (#236)	350
n. New Grants (#805)	<u>25,000</u>
Total Restricted	29,700
Total Unrestricted & Restricted	764,449
Bus Contractors Payments to private carriers for transporting students to and from school, including regular route contracts and special education contracts. Additionally includes Various Grants Carryover (Restricted).	
Restricted	70,000
Unrestricted	<u>19,601,808</u>
Total Restricted & Unrestricted	19,671,808
Parent Reimbursement To reimburse parents for vehicle use to transport students to private and special schools.	35,000

STUDENT TRANSPORTATION

	APPROVED <u>BUDGET</u>
CONTRACTED SERVICES - continued	
Bus Inspection	
All school buses, Board-owned and contract, are inspected three times yearly. Outside personnel are employed for these inspections.	20,000
Vandalism Expenses - Buses	
Payments to repair bus damage pertaining to vandalism.	1,000
Other Contracted Services	
First Aid training, routing input for computer system, Accu-Weather, Regional Planning Council and Mapping services.	<u>25,000</u>
TOTAL CONTRACTED SERVICES	20,584,257
SUPPLIES AND MATERIALS - Unrestricted	
Office Supplies	
Stationery, forms, paper.	3,500
Books and Periodicals	
Purchase of books and periodicals for professional staff.	500
General Supplies	500
Sensitive Items Non-I.T.	150,000
Other Supplies & Materials	
For cleaning and miscellaneous supplies used in connection with transportation.	<u>5,000</u>
TOTAL SUPPLIES AND MATERIALS	159,500
OTHER CHARGES - Unrestricted	
Local Mileage Reimbursement	
Reimbursement to individuals in carrying out assigned duties, including negotiated mileage allowance.	500
License Fees	24,000
Communications	500
Postage	200
Gasoline	
Gasoline, oil, and lubricants for Board of Education owned buses and staff vehicles	14,000
Dues & Subscriptions	1,300
Conferences & Trainings	
Costs of attending conferences, meetings, in-services, training and other professional development.	10,000
Vehicle Insurance	
Vehicular and liability insurance for school bus program and staff vehicles.	<u>216,366</u>
TOTAL OTHER CHARGES	266,866
TOTAL STUDENT TRANSPORTATION	\$22,131,483

STUDENT TRANSPORTATION

The State of Maryland provides aid for the basic costs of transporting pupils to public schools. Below is the itemized cost for contract transportation including special education routes and athletic costs for which local support is budgeted.

These expenses are already included in the detail presented on the previous pages.

APPROVED BUDGET

BUS CONTRACTUAL SERVICE

I. Contracted to bus contractors based upon per vehicle allotment, mileage driver time and maintenance costs.			
Restricted	\$95,750		
Unrestricted	<u>13,487,117</u>	\$13,582,867	
II. Excess time and mileage for Special Education transportation non-reimbursable from State of Maryland.			
Unrestricted			6,181,875
III. Contracted Bus Service for Interscholastic, Co-Curricular and Instructional Field Trips.			
Restricted	3,950		
Unrestricted	<u>667,565</u>	<u>671,515</u>	
TOTAL COST OF BUS CONTRACTUAL SERVICE			\$20,436,257

Operation of Plant

Category 06

Operation of plant includes all activities and costs associated with keeping the physical plants open, comfortable and safe for use. The following activities are included:

- **Warehousing and Distribution Services** - receiving, storing and distributing supplies, furniture, equipment, materials and mail.
- **Operating Services** - custodial costs related to maintaining the physical plant in a clean and orderly manner. Includes all utility costs for heating, lighting and cleaning of the buildings as well as costs for building rental, property insurance, care and upkeep of the grounds. Services related to technology installation and maintenance, contracted expenditures for system wide maintenance and repair of instructional equipment.
- **Supervision of Operation of Plant Services**- directing, managing and supervising the operation of plant facilities.
- **Care and Upkeep of Grounds and Buildings** – included are maintenance of the grounds and facilities, such as snow removal, landscaping, routine maintenance on furniture and movable equipment, utility services and custodial services.
- **Security Services** – activities concerned with maintaining order and safety in school buildings, on the grounds and in the vicinity of school. Included are police activities, traffic control, building alarm and surveillance equipment.

Unrestricted Fund Summary		Actual 2016-17	Approved 2017-18	Approved 2018-19	Approved Increase/ (Decrease)	% Change
06 Operation of Plant						
1 Salaries	\$	10,665,679	\$ 11,813,640	\$ 12,025,327	\$ 211,687	1.79%
2 Contracted Services		3,643,951	3,041,262	3,068,087	26,825	0.88%
3 Supplies/Materials		1,719,003	1,406,496	1,432,318	25,822	1.84%
4 Other Charges		7,349,845	7,075,431	7,499,333	423,902	5.99%
5 Land, Bldg, Equip Additional		433,422	-	-	-	0.00%
6 Land, Bldg, Equip Replacement		221,575	-	-	-	0.00%
	\$	24,033,475	\$ 23,336,829	\$ 24,025,065	\$ 688,236	2.95%
Restricted Fund Summary						
06 Operation of Plant						
2 Contracted Services	\$	117	\$ -	\$ -	\$ -	0.00%
4 Other Charges		-	35,000	35,000	-	0.00%
	\$	117	\$ 35,000	\$ 35,000	\$ -	0.00%

Category 06 - Operation of Plant Changes - FY 2019

Non-Restricted Budget Changes

1.	Various salary and wage changes including turnover	\$	(233,100)
2.	Decrease in property & fire insurance and self-insurance		(92,648)
3.	Decrease in telecommunications costs		(49,000)
4.	Decrease in various supplies & materials		(29,850)
5.	Net decrease in various other charges		(2,750)
6.	Net increase in various contracted services		26,825
7.	Increase in license fees		48,300
8.	Increase in computers and other technology infrastructure devices		55,672
9.	Funds to honor negotiated agreements		444,787
10.	Increases to utilities based on usage and market conditions		<u>520,000</u>
	Total Non-Restricted Increase - Category 06 - Operation of Plant		688,236
	Restricted Budget Net Change - Category 06 - Operation of Plant		<u>-</u>
	TOTAL INCREASE - Category 06 - Operation of Plant	\$	688,236

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
OPERATION OF PLANT				
Positions				
1. Exempt	6.50	6.50	6.00	6.00
2. Non-Exempt	<u>257.30</u>	<u>257.30</u>	<u>258.10</u>	<u>256.10</u>
Total Positions	263.80	263.80	264.10	262.10
1 Salaries and Wages				
Regular Classified	\$9,358,712	\$10,337,776	\$10,197,645	\$10,166,725
Temporary Classified	271,763	453,790	459,818	459,818
Classified Educational Add-Ons	4,035	3,978	3,500	3,500
Overtime Classified	189,110	214,817	214,817	214,817
Longevity Classified	2,864	2,922	4,382	0
Regular Professional	511,849	554,634	526,300	526,300
Substitute Employees	199	0	0	0
Professional Educational Add-Ons	57,303	56,132	58,320	57,600
Security Guards	122,306	120,750	124,250	124,250
Vacation Pay-Off	143,007	190,000	150,000	150,000
Retirement Incentive	690	0	0	0
Insurance Opt-Out	3,841	3,841	2,530	2,530
Funds For Negotiated Agreements	0	0	444,787	444,787
Hiring Turnover (F.T.E.)	<u>0</u>	<u>(125,000)</u>	<u>(125,000)</u>	<u>(125,000)</u>
Object Total	10,665,679	11,813,640	12,061,349	12,025,327
2 Contracted Services				
Maintenance & Repair of Equipment	1,217,377	902,337	894,637	894,637
Printing & Binding	110	450	450	450
Rental of Business Machines	3,041	3,600	3,600	3,600
Audio-Visual Repair	0	2,000	0	0
Asbestos Removal	15,981	16,000	16,000	16,000
Maint - Improv to Ground	128,000	0	0	0
Maint - Improv to Bldgs	178,747	0	0	0
Cleaning Services	233,434	260,000	260,000	260,000
Rental of Building & Office Space	1,401,504	1,531,875	1,525,000	1,525,000
Other Contracted Services	<u>465,757</u>	<u>325,000</u>	<u>368,400</u>	<u>368,400</u>
Object Total	3,643,951	3,041,262	3,068,087	3,068,087
3 Supplies and Materials				
Office Supplies	4,695	9,750	9,750	9,750
Clothing & Footwear	33,121	34,000	34,000	34,000
Custodial Materials	442,988	513,996	513,846	513,846
Books and Periodicals	0	100	100	100
Equipment Maintenance & Repair Supplies	85,027	86,650	82,950	82,950
Real Prop Maint & Rep Supplies	1,845	2,900	2,900	2,900
Food	1,694	600	600	600
General Supplies	47,530	40,000	40,000	40,000
Audio-Visual Repair Supplies	4,579	6,000	0	0
Computer Equipment < \$5,000	33,553	590,000	645,672	645,672
Sensitive Items - Non-I.T.	40,326	30,000	30,000	30,000
Other Supplies & Materials	<u>1,023,645</u>	<u>92,500</u>	<u>72,500</u>	<u>72,500</u>
Object Total	1,719,003	1,406,496	1,432,318	1,432,318

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
OPERATION OF PLANT - continued				
4 Other Charges				
Local Mileage Reimbursement	11,152	20,225	15,225	15,225
License Fees	318,750	241,000	289,300	289,300
Communications	124,507	174,000	125,000	125,000
Heating Fuels	270,109	269,943	269,943	519,943
Gasoline	81	0	0	0
Gas, Electricity and Steam	5,199,716	4,989,782	4,994,682	5,264,682
Dues	391	500	1,000	1,000
Subscriptions	0	50	50	50
Water and Sewage	918,823	814,489	813,589	813,589
Conferences & Trainings	8,547	8,400	6,150	6,150
Insurance - Property/Fire	475,954	505,442	444,993	437,794
Insurance - Self-Insurance (Property)	20,565	50,000	50,000	25,000
Admission Fees	50	0	0	0
Miscellaneous - Other Charges	1,200	1,600	1,600	1,600
Object Total	<u>7,349,845</u>	<u>7,075,431</u>	<u>7,011,532</u>	<u>7,499,333</u>
5 Equipment Additional				
Data Processing Equipment	125,130	0	0	0
Motor Vehicles	10,700	0	0	0
Portable tools and minor equipment	297,592	0	0	0
Object Total	<u>433,422</u>	<u>0</u>	<u>0</u>	<u>0</u>
6 Equipment Replacement				
Data Processing Equipment	45,707	0	0	0
Motor Vehicles	166,873	0	0	0
Portable tools and minor equipment	8,995	0	0	0
Object Total	<u>221,575</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL OPERATION OF PLANT	\$24,033,475	\$23,336,829	\$23,573,286	\$24,025,065

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - RESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
OPERATION OF PLANT				
2 Contracted Services				
Other Contracted Services	\$117	\$0	\$0	\$0
Object Total	<u>117</u>	<u>0</u>	<u>0</u>	<u>0</u>
4 Other Charges				
License Fees	0			
Miscellaneous - Other Charges	0	35,000	35,000	35,000
Object Total	<u>0</u>	<u>35,000</u>	<u>35,000</u>	<u>35,000</u>
TOTAL OPERATION OF PLANT	\$117	\$35,000	\$35,000	\$35,000

OPERATION OF PLANT

Operation of Plant consists of those activities which keep the physical plant open, comfortable and safe for use.

Under Operation of Plant are such activities as warehousing and distributing services, those concerned with keeping the physical plant clean and ready for daily use, including operation of heating, lighting and systems (utility costs), moving furniture, caring for grounds and such other housekeeping services as are repeated on a somewhat regular basis. Additional items included are the cost of building rental and insurance, the cost of all service contracts on moveable equipment, and service technicians assigned to and maintain instructional and non-instructional equipment and security services.

**APPROVED
BUDGET**

SALARIES AND WAGES

Existing Positions	Full-Time	
Professional Positions	Equivalent	
Supervisor - Operations & Maintenance	0.50	
Assistant Supervisor - Plant Operations	2.00	
Deputy Supervisor - Operations & Maintenance	0.50	
Coordinator - Environmental Safety	1.00	
Supervisor - School Security	1.00	
User Liaison Specialist	<u>1.00</u>	
Total Professional Positions	6.00	526,300
Classified Positions		
Administrative Assistant - School Security	0.50	
Building Services Manager - Central Office	1.00	
Building Supervisor - Category III	32.00	
Building Supervisor - Category IV	8.00	
Custodian - Category I	165.00	
Custodian - Equipment Repair Technician	1.00	
Driver - Category III	4.60	
Floater Custodian	5.00	
Groundskeeper / Custodian - Category I	4.00	
Information Technology Analyst	10.00	
Lead Network Engineer	3.00	
Network Engineer	3.00	
Secretary III - 12 Month	1.00	
Senior Network Engineer	2.00	
Shift Foreman - Category II	9.00	
Shipping & Receiving Clerk - Category III	1.00	
Systems Administrator	2.00	
Technology Integration Analyst	1.00	
Technology Integration Specialist	2.00	
Telecommunications Engineer	<u>1.00</u>	
Total Classified Positions	256.10	<u>10,166,725</u>
Total Professional and Classified Positions	262.10	10,693,025

OPERATION OF PLANT

SALARIES AND WAGES - CONTINUED

**APPROVED
BUDGET**

Temporary Classified

Compensation to non-exempt employees on an hourly basis in order to substitute for permanent employees who are on vacation or extended sick leave, and to provide help as the need arises.

459,818

Classified Educational Add-Ons

Educational Add-Ons for non-exempt employees.
Payments for certification for Boiler - Stationary Engineer, per negotiated contract.

3,500

Overtime Classified

Overtime payments to non-exempt employees

214,817

Vacation Payoff

Compensation to non-exempt employees for unused vacation time.

150,000

Professional Educational Add-Ons

57,600

Security Guards

Cost to cover security guard expenses for various student activities including police activities for school functions, traffic control on grounds, and in the vicinity of schools and buildings.

124,250

Insurance Opt-Out

Reimbursement to employees who elect to opt-out of the Board insurance program.

2,530

Funds For Negotiated Agreements

444,787

Hiring Turnover (F.T.E.)

(125,000)

TOTAL SALARIES AND WAGES

12,025,327

OPERATION OF PLANT

**APPROVED
BUDGET**

CONTRACTED SERVICES

Maintenance and Repair of Equipment

Repair and maintenance services not provided by school system personnel. This includes contracts and agreements covering the upkeep of buildings and moveable equipment (instructional and non-instructional system-wide) except for costs related to Student Transportation and Maintenance of Plant.

894,637

Printing and Binding

Printing of necessary forms used within Operation of Plant.

450

Rental of Business Machines

3,600

Asbestos Removal

Asbestos inspections and awareness training - contract.

16,000

Cleaning Services

Collection and removal of refuse from all schools on a regular schedule and recycling costs - contract.

260,000

Rental of Building and Office Space

Payments to cover the cost of rental of spaces for instructional (Graduations and Alternative Programs) and non-instructional activities that are part of the school system's function to deliver needed services. In-Kind Services from Carroll County Government

1,525,000

Other Contracted Services

Payments to contractors for services rendered to provide bottled drinking water, to remove and clean-up hazardous waste materials, indoor air quality (IAQ) testing, Integrated Pest Management Program which is mandated by the State of Maryland, recycling of old computers and audio-visual equipment, and shredding of documents. Additionally, health and safety issues as mandated by OSHA/MDE/EPA, such as water testing and asbestos removal, or other emergency requests. Contracted services for technology initiatives.

368,400

TOTAL CONTRACTED SERVICES

3,068,087

OPERATION OF PLANT

**APPROVED
BUDGET**

SUPPLIES AND MATERIALS

Office Supplies

Stationery, binders/folders, pens, pencils, and pads.

9,750

Uniforms - Clothing and Footwear

Uniforms for custodial personnel as required by negotiated agreement.

34,000

Custodial Materials

Items used in the cleaning and maintaining of schools and offices, such as mops, hand soaps, paper towels, and cleaning fluids.

513,846

Books and Periodicals

Purchase manuals and periodicals for use in Plant Operations area and to assist in training efforts for school security.

100

Equipment Maintenance and Repair Supplies

Parts used to service, repair and maintain custodial and grounds equipment. Blanket orders: parts monitored by technology services, including cabling services and telephones.

82,950

Real Property Maintenance and Repair Supplies

Supplies used to maintain operation of buildings

2,900

Food

All day in-services for the entire custodial staff.

600

General Supplies

40,000

Computer Equipment < \$5,000

Technology Services

645,672

Sensitive Items Non-I.T.

30,000

Other Supplies & Materials

To purchase replacement supplies (individual cost less than \$1,000) for schools and Plant Operations.

72,500

TOTAL SUPPLIES AND MATERIALS

1,432,318

OPERATION OF PLANT

**APPROVED
BUDGET**

OTHER CHARGES

Local Mileage Reimbursement

Payment for mileage incurred for Board related travel by employees. 15,225

License Fees

289,300

Communications

To maintain communication costs for Central Office and schools.
Items include broadband services, Carroll County Public Library -
Internet Services and Arch wireless - pagers. 125,000

Heating Fuels

Payments to firms for heating fuels. 519,943

Gas, Electricity and Steam

Payments to utility companies for gas, electricity for lighting and heating 5,264,682

Dues and Subscriptions

Dues to professional organizations, i.e. ASBO, and subscriptions to
professional magazines and publications. 1,050

Water and Sewage

Assessment and usage charges for water and sewage disposal either through
a municipal system or by an outside disposal firm system-wide. 813,589

Conferences & Trainings

Costs of attending conferences, meetings, in-services, training and other
professional development. 6,150

Insurance - Property/Fire

Payments associated with the coverage of property/fire insurance to safeguard
the schools' assets (building, equipment & contents). 437,794

Insurance - Self-Insurance (Property)

Self-insurance fund monies to cover the cost of replacement items excluded
as a deductible on the insurance coverage in force. 25,000

OPERATION OF PLANT

**APPROVED
BUDGET**

OTHER CHARGES - Continued

Miscellaneous - Other Charges

Fees for water certification licenses and to reimburse the cost of courses needed for water certification and stationary engineers licenses.

a.	Grant Carryovers (#800)	Restricted	10,000
b.	New Grants (#805)	Restricted	25,000
c.	System-Wide	Unrestricted	<u>1,600</u>

Total Miscellaneous - Other Charges

36,600

TOTAL OTHER CHARGES

7,534,333

TOTAL OPERATION OF PLANT

\$24,060,065

Maintenance of Plant

Category 07

Maintenance of plant includes all activities associated with keeping the grounds, buildings and fixed equipment (other than student transportation equipment) in their original condition. This category includes the directing, managing and supervision of all maintenance services. Also included is the scheduled and preventive maintenance of building property, system vehicles and fixed equipment.

Unrestricted Fund Summary	Actual 2016-17	Approved 2017-18	Approved 2018-19	Approved Increase/ (Decrease)	% Change
07 Maintenance of Plant					
1 Salaries	\$ 3,197,403	\$ 3,511,114	\$ 3,576,729	\$ 65,615	1.87%
2 Contracted Services	2,060,309	1,489,640	1,515,640	26,000	1.75%
3 Supplies/Materials	1,020,978	1,045,615	1,070,615	25,000	2.39%
4 Other Charges	169,193	226,339	196,778	(29,561)	-13.06%
5 Land, Bldg, Equip Additional	67,217	-	-	-	0.00%
6 Land, Bldg, Equip Replacement	1,145,809	930,441	341,804	(588,637)	-63.26%
	\$ 7,660,909	\$ 7,203,149	\$ 6,701,566	\$ (501,583)	-6.96%
Restricted Fund Summary					
07 Maintenance of Plant					
2 Contracted Services	\$ 27,736	\$ 137,261	\$ 137,261	\$ -	0.00%
4 Other Charges	-	35,000	35,000	-	0.00%
	\$ 27,736	\$ 172,261	\$ 172,261	\$ -	0.00%

Category 07 - Maintenance of Plant Changes - FY 2019

Non-Restricted Budget Changes

1. Reduction in funds for various maintenance projects across the school system	\$	(473,567)
2. Decrease in principal portion of final contract payment to Johnson Controls for various energy management initiatives		(115,070)
3. Reduction of 1.0 FTE assistant supervisor of facilities operations and maintenance position		(70,353)
4. Decrease in gasoline purchases		(30,811)
5. Decrease in temporary (hourly) wages		(2,039)
6. Net of other miscellaneous line item changes		1,250
7. Various salary and wage changes including turnover		13,176
8. Increase in maintenance and repair supplies		25,000
9. Increase in contracted services for maintenance of buildings		26,000
10. Funds to honor negotiated agreements		<u>124,831</u>
Total Non-Restricted Decrease - Category 07 - Maintenance of Plant		(501,583)

Restricted Budget Net Change - Category 07 - Maintenance of Plant

-

TOTAL DECREASE - Category 07 - Maintenance of Plant \$ **(501,583)**

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
MAINTENANCE OF PLANT				
Positions				
1. Exempt	3.50	3.50	4.00	3.00
2. Non-Exempt	67.00	67.00	67.00	67.00
Total Positions	<u>70.50</u>	<u>70.50</u>	<u>71.00</u>	<u>70.00</u>
1 Salaries and Wages				
Regular Classified	\$2,844,486	\$3,165,256	\$3,134,928	\$3,134,928
Temporary Classified	0	2,039	0	0
Classified Educational Add-Ons	10,936	11,373	9,700	9,700
Overtime Classified	65,035	63,364	63,364	63,364
Longevity Classified	1,432	1,461	1,461	1,461
Vacation Pay-Off	33,375	25,000	35,000	35,000
Regular Professional	242,139	272,621	307,798	237,445
Retirement Incentive	0	0	0	0
Funds For Negotiated Agreements	0	0	124,831	124,831
Hiring Turnover (F.T.E.)	0	(30,000)	(30,000)	(30,000)
Object Total	<u>3,197,403</u>	<u>3,511,114</u>	<u>3,647,082</u>	<u>3,576,729</u>
2 Contracted Services				
Maintenance & Repair of Equipment	133,769	99,917	99,917	99,917
Maintenance & Repair of Vehicles	79,923	62,598	62,598	62,598
Printing & Binding	25	200	200	200
Rental of Business Machines	8,379	3,020	3,020	3,020
Asbestos Removal	0	25,000	25,000	25,000
Maintenance - Grounds	537,705	282,627	282,627	282,627
Maintenance - Buildings	1,188,655	948,429	974,429	974,429
Medical and Dental Fees	81	0	0	0
Vandalism Expenses	1,767	4,000	4,000	4,000
Other Contracted Services	110,005	63,849	63,849	63,849
Object Total	<u>2,060,309</u>	<u>1,489,640</u>	<u>1,515,640</u>	<u>1,515,640</u>
3 Supplies and Materials				
Office Supplies	1,135	4,520	4,520	4,520
Clothing & Footwear	14,481	9,000	9,000	9,000
Books and Periodicals	102	200	200	200
Vehicle Repair Supplies	55,018	65,633	65,633	65,633
Equipment Maintenance & Repair Supplies	92,704	90,904	90,904	90,904
Real Property Maint & Rep Supplies	837,192	787,198	812,198	812,198
Food	616	200	200	200
Security Systems Supplies	2,620	4,023	4,023	4,023
Sensitive Items Non-I.T.	3,717	30,000	30,000	30,000
Vandalism Supplies	1,145	3,937	3,937	3,937
Other Supplies & Materials	12,248	50,000	50,000	50,000
Object Total	<u>1,020,978</u>	<u>1,045,615</u>	<u>1,070,615</u>	<u>1,070,615</u>

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
MAINTENANCE OF PLANT - continued				
4 Other Charges				
Local Mileage Reimbursement	0	150	150	150
License Fees	33,207	30,000	32,000	32,000
Gasoline	124,193	190,094	159,283	159,283
Dues	41	200	200	200
Subscriptions	6,210	150	150	150
Conferences & Trainings	4,418	3,750	3,000	3,000
Miscellaneous - Other Charges	1,124	1,995	1,995	1,995
Object Total	<u>169,193</u>	<u>226,339</u>	<u>196,778</u>	<u>196,778</u>
5 Equipment Additional				
Motor Vehicles	10,737	0	0	0
Machinery	18,456	0	0	0
Storage Shed	38,024	0	0	0
Object Total	<u>67,217</u>	<u>0</u>	<u>0</u>	<u>0</u>
6 Equipment Replacement				
Data Processing Equipment	41,500	0	0	0
Motor Vehicles	118,873	0	0	0
Machinery	985,436	930,441	815,371	341,804
Object Total	<u>1,145,809</u>	<u>930,441</u>	<u>815,371</u>	<u>341,804</u>
TOTAL MAINTENANCE OF PLANT	\$7,660,909	\$7,203,149	\$7,245,486	\$6,701,566

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - RESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
MAINTENANCE OF PLANT				
2 Contracted Services				
Maintenance - Improvement to Buildings	\$24,691	\$137,261	\$137,261	\$137,261
Other Contracted Services	3,045	0	0	0
Object Total	<u>27,736</u>	<u>137,261</u>	<u>137,261</u>	<u>137,261</u>
4 Other Charges				
Miscellaneous - Other Charges	0	35,000	35,000	35,000
Object Total	<u>0</u>	<u>35,000</u>	<u>35,000</u>	<u>35,000</u>
TOTAL MAINTENANCE OF PLANT	\$27,736	\$172,261	\$172,261	\$172,261

MAINTENANCE OF PLANT

The category of Maintenance of Plant consists of those activities which keep school grounds, buildings and equipment in good condition either through repairs, preventive maintenance, or replacement.

SALARIES & WAGES

	Full-Time Equivalent	APPROVED <u>BUDGET</u>
Professional Positions		
Supervisor - Operations & Maintenance	0.50	
Assistant Supervisor - Plant Maintenance	2.00	
Deputy Supervisor - Operations & Maintenance	<u>0.50</u>	
Total Professional Positions	3.00	237,445
Classified Positions		
Audio Visual Technician - Category IV	1.00	
Boiler Mechanic - Category III	1.00	
Boiler Mechanic - Category IV	1.00	
Building Maintenance Mechanic - Category II	1.00	
Building Maintenance Mechanic - Category III	8.00	
Carpenter / General Maintenance - Category III	2.00	
Carpenter / General Maintenance - Category IV	2.00	
Clerk II - 12 Month	1.00	
Dispatcher	1.00	
Electrician / General Maintenance - Category IV	4.00	
Electronic System Tech / General Maintenance - Cat IV	3.00	
General Maintenance - Category II	10.00	
General Maintenance / Mechanic - Category II	2.00	
Grounds Services Manager	1.00	
Groundskeeper / General Maintenance - Category III	1.00	
HVAC Control Technician / General Maintenance	1.00	
HVAC Control Technician / General Maintenance IV	3.00	
IPM Grounds Technician	4.00	
Lead Painter / General Maintenance - Category IV	1.00	
Locksmith / Carpenter/ General Maintenance - Cat IV	1.00	
Mason / General Maintenance - Category IV	1.00	
Painter / General Maintenance - Category II	4.00	
Plumber - Category IV	1.00	
Plumber / General Maintenance - Category III	1.00	
Plumber/General Maintenance - Category IV	1.00	
Preventive / General Maintenance - Category III	4.00	
Refrigeration Mechanic	1.00	
Roofer / Carpenter - Category IV	1.00	
Secretary IV - 12 Month	1.00	
Shipping & Receiving Clerk - Category III	1.00	
Vehicle Mechanic / General Maintenance Category III	1.00	
Vehicle Mechanic / General Maintenance Category IV	<u>1.00</u>	
Total Classified Positions	67.00	<u>3,134,928</u>
Total Professional and Classified Positions	70.00	3,372,373

MAINTENANCE OF PLANT

SALARIES & WAGES - continued	APPROVED BUDGET
Classified Educational Add-ons	
Payments for certification for Boiler-Stationary Engineers, per negotiated contract	9,700
Overtime Classified	
Overtime payments to non-exempt employees.	63,364
Longevity - Classified	
To comply with the longevity provision in the Master Agreement between non-exempt employees and the Board of Education.	1,461
Vacation Payoff	
Compensation to employees per Master Agreement between Board of Education and non-exempt employees for unused vacation time.	35,000
Funds For Negotiated Agreements	124,831
Hiring Turnover (F.T.E.)	<u>(30,000)</u>
TOTAL SALARIES AND WAGES	3,576,729

CONTRACTED SERVICES

Maintenance and Repair of Equipment

Repair and maintenance services not provided by school system personnel. This includes contracts and agreements covering maintenance for chillers and inspection fees related to fire extinguishers. 99,917

Maintenance and Repair of Vehicles

Funds allocated for upkeep of vehicles used by staff within multiple departments. Additionally, funds to test and inspect aerial lift trucks. 62,598

Printing and Binding

Printing of necessary forms used within Maintenance of Plant. 200

Rental of Business Machines

3,020

Asbestos Removal

Removal of floor and ceiling tile. 25,000

Maintenance: Improvements to Grounds

Payments to firms and individual contractors for improvements to grounds, such as repair to/replacement of sidewalks, fencing, landscaping, and maintenance/inspection to athletic tracks relating to schools system-wide. Additionally, In-Kind expenses received from Carroll County Government. 282,627

MAINTENANCE OF PLANT

**APPROVED
BUDGET**

CONTRACTED SERVICES - continued

Maintenance: Improvements to Buildings

Payments to firms and individual contractors for improvements to buildings, such as electrical, heating, painting, plumbing and roofing relating to schools system-wide. Items within Plant Maintenance include: inspections and repairs for elevators, folding partitions, and bleachers; handicapped accessibility improvements; and maintenance for electric, plumbing, and roofs.

Also included is the contract for Johnson Controls performance contracts.

Restricted	137,261	
Unrestricted	<u>974,429</u>	1,111,690

Vandalism Expenses

Payments to private contractors to repair damages of vandalism. 4,000

Other Contracted Services

Payments to contractors for services rendered and software upgrade. 63,849

TOTAL CONTRACTED SERVICES

1,652,901

SUPPLIES AND MATERIALS

Office Supplies

Items for use by staff within Plant Maintenance. 4,520

Clothing and Footwear

Uniforms for maintenance personnel as required by negotiated agreement. 9,000

Books and Periodicals

Purchase manuals and periodicals for use in Plant Maintenance area. 200

Vehicle Repair Supplies

To repair and maintain vehicles assigned to various departments. 65,633

Equipment Maintenance and Repair Supplies

Parts used to maintain and repair equipment as initiated by schools on request line, by telephone and scheduled preventive maintenance. 90,904

Real Property Maintenance and Repair Supplies

Purchase of items used to maintain and repair real property. Account includes supplies used for maintenance of land and buildings. Items include: water treatment, handicapped accessibility improvements, maintenance to air conditioning, electric, hardware, plumbing, roof and indoor air quality. Account includes preventive maintenance. 812,198

Food

200

Security Systems Supplies (system-wide)

4,023

MAINTENANCE OF PLANT

SUPPLIES AND MATERIALS - continued	APPROVED BUDGET
Sensitive Items - Non I.T.	30,000
Vandalism Supplies	
Materials purchased to repair damage done by vandals.	3,937
Other Supplies & Materials	
Expenses related to snow removal.	<u>50,000</u>
TOTAL SUPPLIES AND MATERIALS	1,070,615
OTHER CHARGES	
Local Mileage Reimbursement	
Payments for travel incurred by employees.	150
License Fees	32,000
Gasoline	
Fuels/lubricants for vehicles utilized by staff within various departments.	159,283
Dues and Subscriptions	
Dues to professional organizations, i.e. ASBO, and subscriptions to professional magazines and publications.	350
Conferences & Trainings	
Costs of attending conferences, meetings, in-services, training and other professional development.	3,000
Miscellaneous Other Charges	
To cover costs for trade licensing fees.	Unrestricted 1,995
Grant Carryovers (#800)	Restricted 10,000
New Grants (#805)	Restricted <u>25,000</u>
Total Miscellaneous Other Charges	<u>36,995</u>
TOTAL OTHER CHARGES	231,778
EQUIPMENT REPLACEMENT	
Machinery	
Johnson Controls Equipment	<u>341,804</u>
TOTAL EQUIPMENT REPLACEMENT	341,804
TOTAL MAINTENANCE OF PLANT	\$6,873,827

Fixed Charges

Category 08

Fixed Charges includes all costs associated with employee benefits such as board contributions for employee retirement, social security, medical, life and disability insurances. Also included are costs associated with tuition reimbursement and general liability insurances.

Unrestricted Fund Summary	Actual 2016-17	Approved 2017-18	Approved 2018-19	Approved Increase/ (Decrease)	% Change
08 Fixed Charges					
4 Other Charges	\$ 73,440,261	\$ 73,658,797	\$ 74,766,911	\$ 1,108,114	1.50%
Restricted Fund Summary					
08 Fixed Charges					
4 Other Charges	\$ 2,847,945	\$ 3,622,032	\$ 3,584,651	\$ (37,381)	-1.03%

Category 08 - Fixed Charges
Changes - FY 2019

Non-Restricted Budget Changes

1. Impact of various salary and wage changes including turnover	\$ (666,733)
2. Reduction of fixed charges for 29.0 FTE positions eliminated elsewhere in budget	(526,895)
3. Decrease for anticipated sick leave payout costs	(450,000)
4. Decreases in insurance policies, including workers compensation, liability and vehicle	(258,886)
5. Decrease in interest portion of contract payments to Johnson Controls for various energy management initiatives	(32,938)
6. Increase in pension costs	297,796
7. Increase in retiree health insurance	459,409
8. Net increase in school system share of increase in employee benefits, including medical and dental insurance	1,088,461
9. Funds to honor negotiated agreements	<u>1,197,900</u>
Total Non-Restricted Increase - Category 08 - Fixed Charges	1,108,114

Restricted Budget Net Decrease - Category 08 - Fixed Charges **(37,381)**

TOTAL INCREASE - Category 08 - Fixed Charges **\$ 1,070,733**

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
FIXED CHARGES				
Positions				
None				
4 Other Charges				
Employee Fringe Benefits				
Tuition Reimbursement	\$1,024,048	\$1,105,000	\$1,105,000	\$1,105,000
Employee Retirement	7,961,752	8,942,600	9,540,576	9,168,276
Employee Social Security	13,829,503	14,468,519	15,139,344	14,835,364
Sick Leave Conversion	1,338,506	1,831,613	1,831,613	1,381,613
Insurance - Life	180,104	149,408	104,205	104,205
Insurance - Long Term Disability	46,547	48,909	45,598	45,598
Insurance - Unemployment	89,833	135,000	135,000	75,000
Insurance - Optical	3,904	4,646	4,209	4,209
Insurance - Medical	37,502,242	37,786,882	39,007,021	38,522,789
Insurance - Worker's Compensation	2,235,369	2,365,220	2,154,563	2,151,490
Insurance - Dental	1,357,330	1,079,539	1,188,320	1,185,172
Insurance - Retirees Health	7,363,106	5,199,066	5,658,475	5,658,475
Employee Assistance Program	28,258	28,258	36,750	36,750
Short Term Interest	92,625	61,802	28,864	28,864
Employee Benefit Subsidy	46,410	50,000	50,000	50,000
Flexible Benefit Administration	97,471	125,000	125,000	125,000
Insurances				
General Liability	168,892	179,514	195,573	193,728
Vehicle	59,663	62,488	68,170	66,585
Catastrophic Student Athletic	12,029	35,333	28,793	28,793
Miscellaneous - Other Charges	2,669	0	0	0
Object Total	<u>73,440,261</u>	<u>73,658,797</u>	<u>76,447,074</u>	<u>74,766,911</u>
TOTAL FIXED CHARGES	\$73,440,261	\$73,658,797	\$76,447,074	\$74,766,911

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - RESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
FIXED CHARGES				
4 Other Charges				
Employee Fringe Benefits				
Employee Retirement	\$839,929	\$1,101,692	\$1,055,493	\$1,055,493
Employee Social Security	537,771	785,019	803,993	819,028
Insurance - Life	5,838	45,537	32,680	32,680
Insurance - Long Term Disability	613	622	580	580
Insurance - Optical	367	383	268	268
Insurance - Medical	1,343,280	1,575,924	1,565,418	1,565,418
Insurance - Worker's Compensation	67,890	66,825	63,840	65,434
Insurance - Dental	52,257	46,030	45,750	45,750
Object Total	<u>2,847,945</u>	<u>3,622,032</u>	<u>3,568,022</u>	<u>3,584,651</u>
TOTAL FIXED CHARGES	\$2,847,945	\$3,622,032	\$3,568,022	\$3,584,651

FIXED CHARGES

This category consists of charges for the employer's share of retirement, social security, term life insurance, worker's compensation, health insurance and sick leave pay. The costs for local school general insurance activity is also recorded in this category. Costs include coverage for building contents and liability.

OTHER CHARGES	APPROVED BUDGET
Tuition Reimbursement	
Professional and classified employees are eligible for reimbursement for advanced study and training as per the terms of the respective negotiated agreement.	
Unrestricted	1,105,000
Employee Retirement/Pension	
Provides funds for the employer's share of contributions to the State Teacher's and Employee Retirement System and Employee Pension System.	
Restricted	1,055,493
Unrestricted	<u>9,168,276</u>
	10,223,769
Employee Social Security	
This account includes the required employer contributions for all employees.	
Restricted	819,028
Unrestricted	<u>14,835,364</u>
	15,654,392
Sick Leave Conversion	
Provides funds for sick leave conversion at retirement or death per terms of the negotiated agreement.	
Unrestricted	1,381,613
Insurance/Employee Fringe Benefits	
This item includes the cost of the general liability business insurance program coverages. This item also includes the costs of insurance premiums for employees' health, life and worker's compensation insurance, unemployment insurance benefits, and medical insurance for retirees.	
Insurance	289,106
Employee Fringe Benefits	<u>49,543,818</u>
	49,832,924
Short Term Interest	
Johnson Control Energy Savings Equipment Payments	
Unrestricted	28,864
Flexible Benefit Administration	
Payments to insurance carrier for annual plan documentation to meet the Internal Revenue Service regulations. Payments to the insurance carrier to maintain Flexible Spending Accounts for all employees. Payments to the consultant for annual review of the fringe benefits offered to employees.	
Unrestricted	<u>125,000</u>
TOTAL FIXED CHARGES	\$78,351,562

Community Services

Category 10

Community services includes the cost for the school system to provide activities for the community or some segment of the community. Included are public school evening activities, adult education programs/activities not directly related to the instruction of students such as community recreation programs and civic activities. Three types of salaries which fall into community services are the prorated portion of the normal salaries of regular day school employees, additional salaries paid to regular day school employees for community services, and salaries of personnel employed specifically for some community service activity.

Unrestricted Fund Summary	Actual 2016-17	Approved 2017-18	Approved 2018-19	Approved Increase/ (Decrease)	% Change
10 Community Services					
1 Salaries	\$ 259,156	\$ 300,000	\$ 300,000	\$ -	0.00%
Restricted Fund Summary					
10 Community Services					
1 Salaries	\$ 5,663	\$ -	\$ 6,700	\$ 6,700	100.00%
2 Contracted Services	6,734	2,000	1,054	(946)	-47.30%
3 Supplies/Materials	7,429	5,000	6,000	1,000	20.00%
4 Other Charges	4,956	125,000	125,000	-	0.00%
	\$ 24,782	\$ 132,000	\$ 138,754	\$ 6,754	5.12%

Category 10 - Community Services
Changes - FY 2019

Non-Restricted Budget Changes

No changes \$ -

Total Non-Restricted Change - Category 10 - Community Services -

Restricted Budget Net Increase - Category 10 - Community Services 6,754

TOTAL INCREASE - Category 10 - Community Services **\$ 6,754**

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
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COMMUNITY SERVICES

Positions
None

1 Salaries and Wages

Temporary Classified	\$157	\$0	\$0	\$0
Overtime Classified	258,999	300,000	300,000	300,000
Object Total	<u>259,156</u>	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>

TOTAL COMMUNITY SERVICES	\$259,156	\$300,000	\$300,000	\$300,000
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CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - RESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
COMMUNITY SERVICES				
Positions				
None				
1 Salaries and Wages				
Temporary Classified	\$5,663	\$0	\$6,700	\$6,700
Object Total	<u>5,663</u>	<u>0</u>	<u>6,700</u>	<u>6,700</u>
2 Contracted Services				
Maint. & Repair of Equipment	1,051	0	0	0
Other Contracted Services	5,683	2,000	1,054	1,054
Object Total	<u>6,734</u>	<u>2,000</u>	<u>1,054</u>	<u>1,054</u>
3 Supplies and Materials				
Clothing & Footwear	137	0	0	6,000
Food	509	0	0	0
General Supplies	0	0	0	0
Other Supplies & Materials	6,783	5,000	0	0
Object Total	<u>7,429</u>	<u>5,000</u>	<u>0</u>	<u>6,000</u>
4 Other Charges				
Admission Fees	480	0	0	0
Donations/Memorials	2,858	0	0	0
Miscellaneous - Other Charges	1,618	125,000	125,000	125,000
Object Total	<u>4,956</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>
TOTAL COMMUNITY SERVICES	\$24,782	\$132,000	\$132,754	\$138,754

COMMUNITY SERVICES

The category of Community Services consists of those activities which are not related to the program of education for students. Salaries of employees are identified as related to Community Services activities (community recreation, civic activities, community welfare activities).

			APPROVED BUDGET
SALARIES AND WAGES			
Temporary Classified			
Salaries to classified employees for services rendered on an intermittent or short-term basis.		Restricted	<u>\$6,700</u>
Overtime Classified			
Overtime payments to non-exempt employees who provide custodial support and building security for community use of facilities.		Unrestricted	<u>300,000</u>
TOTAL SALARIES AND WAGES			306,700
 CONTRACTED SERVICES			
Other Contracted Services			
Judith P Hoyer Early Learning (#046)		Restricted	<u>1,054</u>
TOTAL CONTRACTED SERVICES			1,054
 SUPPLIES AND MATERIALS			
Clothing and Footwear			
Children's Support Fund (#164)		Restricted	<u>6,000</u>
TOTAL SUPPLIES AND MATERIALS			6,000
 OTHER CHARGES			
Miscellaneous: Other Charges			
Carryover Grants (#800)		Restricted	115,000
New Grants (#805)		Restricted	<u>10,000</u>
TOTAL OTHER CHARGES			125,000
 TOTAL COMMUNITY SERVICES			 \$438,754

Capital Outlay

Category 11

Capital outlay includes those activities associated with the cost of directing/managing the acquisition, construction and renovations of land, buildings and equipment. Included are expenditures for land, buildings, improvement of grounds and buildings, construction or remodeling of buildings and additions, and installation and extension of service systems and other built-in equipment not included in the capital improvement program budget.

Unrestricted Fund Summary	Actual 2016-17	Approved 2017-18	Approved 2018-19	Approved Increase/ (Decrease)	% Change
11 Capital Outlay					
1 Salaries	\$ 615,648	\$ 660,152	\$ 724,261	\$ 64,109	9.71%
2 Contracted Services	4,793	55,340	56,340	1,000	1.81%
3 Supplies/Materials	9,234	6,340	6,340	-	0.00%
4 Other Charges	9,037	11,350	10,836	(514)	-4.53%
9 Transfers	-	3,350,000	4,000,000	650,000	19.40%
	\$ 638,712	\$ 4,083,182	\$ 4,797,777	\$ 714,595	17.50%
Restricted Fund Summary					
11 Capital Outlay					
2 Contracted Services	\$ -	\$ -	\$ -	\$ -	0.00%

Category 11 - Capital Outlay Changes - FY 2019

Non-Restricted Budget Changes

1. One-time transfer to Capital Improvements Fund (use of Operating Fund Balance) in FY 2018	\$ (3,350,000)
2. Net of other miscellaneous line item changes	(514)
3. Various salary and wage changes including turnover	(226)
4. Increase in printing costs	1,000
5. Funds to honor negotiated agreements	64,335
6. One-time transfer to County Government (use of Operating Fund Balance)	4,000,000
Total Non-Restricted Increase - Category 11 - Capital Outlay	714,595

Restricted Budget Net Change - Category 11 - Capital Outlay

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TOTAL INCREASE - Category 11 - Capital Outlay

\$ 714,595

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
CAPITAL OUTLAY				
Positions				
1. Exempt	6.00	6.00	6.00	6.00
2. Non-Exempt	2.00	2.00	2.00	2.00
Total	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>
1 Salaries and Wages				
Regular Classified	\$69,672	\$85,371	\$85,378	\$85,378
Temporary Classified	9,110	12,236	12,000	12,000
Classified Educational Add-Ons	300	306	300	300
Longevity Classified	2,890	2,947	2,957	2,957
Regular Professional	532,806	559,292	559,291	559,291
Vacation Payoff	870	0	0	0
Funds For Negotiated Agreements	0	0	64,335	64,335
Object Total	<u>615,648</u>	<u>660,152</u>	<u>724,261</u>	<u>724,261</u>
2 Contracted Services				
Printing and Binding	136	340	1,340	1,340
Advertising	0	1,500	1,500	1,500
Consultants	3,807	40,000	40,000	40,000
Other Contracted Services	850	13,500	13,500	13,500
Object Total	<u>4,793</u>	<u>55,340</u>	<u>56,340</u>	<u>56,340</u>
3 Supplies and Materials				
Office Supplies	9,135	5,940	5,940	5,940
Books & Periodicals	99	300	300	300
Food	0	100	100	100
Object Total	<u>9,234</u>	<u>6,340</u>	<u>6,340</u>	<u>6,340</u>
4 Other Charges				
Local Mileage Reimbursement	3,326	7,400	7,636	7,636
License Fees	146	0	0	0
Dues	2,718	1,100	1,100	1,100
Conferences & Trainings	2,847	2,850	2,100	2,100
Object Total	<u>9,037</u>	<u>11,350</u>	<u>10,836</u>	<u>10,836</u>
9 Transfers				
Interfund Transfers	0	3,350,000	0	4,000,000
Object Total	<u>0</u>	<u>3,350,000</u>	<u>0</u>	<u>4,000,000</u>
TOTAL CAPITAL OUTLAY	\$638,712	\$4,083,182	\$797,777	\$4,797,777

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - RESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
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CAPITAL OUTLAY

2 Contracted Services				
Other Contracted Services	\$0	\$0	\$0	\$0
Object Total	0	0	0	0
 TOTAL CAPITAL OUTLAY	 \$0	 \$0	 \$0	 \$0

CAPITAL OUTLAY

The Capital Outlay category consists of activities concerned with the cost of directing and managing the acquisition, construction and renovations of land, buildings and equipment. In this section, costs are included for site acquisition and improvement services; architectural and engineering services; educational specifications; development services; and building acquisition, construction and improvement services.

**APPROVED
BUDGET**

SALARIES AND WAGES	Full-Time Equivalent	
Professional Positions		
Director of Facilities	1.00	
Supervisor - School Construction	1.00	
Construction Project Manager	3.00	
Facilities Planner	<u>1.00</u>	
Total Professional Positions	6.00	559,291
Classified Positions		
Director's Secretary	1.00	
Secretary III - 12 Month	<u>1.00</u>	
Total Classified Positions	2.00	<u>85,378</u>
Total Professional and Classified Position	8.00	644,669
Other Salaries and Wages		
Temporary Classified		12,000
Classified Longevity		2,957
Classified Educational Add-Ons		300
Funds For Negotiated Agreements		<u>64,335</u>
TOTAL SALARIES AND WAGES		724,261
 CONTRACTED SERVICES		
Printing and Binding		
To fund forms for School Facilities.		1,340
Advertising		
To support bidding of Aging School and other projects funded thru grants		1,500

CAPITAL OUTLAY

**APPROVED
BUDGET**

CONTRACTED SERVICES - continued

Consultants

To fund feasibility studies and scope studies including structural investigations, subfloor investigation, design, surveying, and scheduling services, and geotechnical investigations to support paving and resurfacing projects.

40,000

Other Contracted Services

13,500

TOTAL CONTRACTED SERVICES

56,340

SUPPLIES AND MATERIALS

Office Supplies

Paper, forms, stationery and general supplies to be used by the Capital Outlay staff.

5,940

Books and Periodicals

Purchase of books and periodicals for use within Capital Outlay.

300

Food

Payments for food purchased in connection with meetings held by Capital Outlay.

100

TOTAL SUPPLIES AND MATERIALS

6,340

OTHER CHARGES

Local Mileage Reimbursement

To reimburse personnel for fulfilling assigned duties.

7,636

Dues

Payments for participation in professional organizations.

1,100

Conferences & Trainings

Costs of attending conferences, meetings, in-services, training and other professional development.

2,100

TOTAL OTHER CHARGES

10,836

TRANSFERS

Interfund Transfers

4,000,000

TOTAL TRANSFERS

4,000,000

TOTAL CAPITAL OUTLAY

#####

Mid-Level Administration

Category 12

Mid-Level Administration includes the administration and supervision of the school system's instructional programs and activities. The following areas are included:

- **Office of the Principal** - activities concerned with managing the operation of all schools, including duties performed by the principal, assistant principals, office staff, school communication costs and graduation expenses.
- **Instructional Administration and Supervision** - activities which enhance instruction and assist instructional staff in planning, developing and evaluating the process of providing learning experiences for students. Included are:
- **Instructional Program Direction and Improvement** – activities associated with directing, managing, supervising and evaluating the non-career and technology instructional program.
- **Career & Technology Program Direction and Improvement** - activities associated with directing, managing, supervising and evaluating the career and technology instructional program.
- **Professional Media Support Services** - activities associated with directing and supervising educational media services.

Unrestricted Fund Summary	Actual 2016-17	Approved 2017-18	Approved 2018-19	Approved Increase/ (Decrease)	% Change
12 Mid-Level Administration					
1 Salaries	\$ 20,956,347	\$ 22,089,436	\$ 22,707,753	\$ 618,317	2.80%
2 Contracted Services	224,331	249,262	257,298	8,036	3.22%
3 Supplies/Materials	291,934	390,828	293,108	(97,720)	-25.00%
4 Other Charges	369,809	466,973	469,553	2,580	0.55%
5 Land, Bldg, Equip Additional	1,188	-	-	-	0.00%
	\$ 21,843,609	\$ 23,196,499	\$ 23,727,712	\$ 531,213	2.29%
Restricted Fund Summary					
12 Mid-Level Administration					
1 Salaries	\$ 202,211	\$ 220,132	\$ 285,045	\$ 64,913	29.49%
2 Contracted Services	8,989	8,728	6,500	(2,228)	-25.53%
3 Supplies/Materials	6,797	9,350	1,800	(7,550)	-80.75%
4 Other Charges	12,446	188,125	181,104	(7,021)	-3.73%
	\$ 230,443	\$ 426,335	\$ 474,449	\$ 48,114	11.29%

Category 12 - Mid-Level Administration Changes - FY 2019

Non-Restricted Budget Changes

1. Various salary and wage changes including turnover	\$	(355,844)
2. Decrease in purchase of computer equipment		(70,000)
3. Reduction of 1.0 FTE central office clerical position		(37,430)
4. Decrease in office supplies and various other materials		(27,720)
5. Decrease in postage		(4,500)
6. Net increase in other miscellaneous areas		1,190
7. Increase in dues and professional development costs		5,890
8. Net increase in office equipment rental, printing, and other contracted services		8,036
9. Funds to honor negotiated agreements		<u>1,011,591</u>
Total Non-Restricted Increase - Category 12 - Mid-Level Administration		531,213
Restricted Budget Net Increase - Category 12 - Mid-Level Administration		<u>48,114</u>
TOTAL INCREASE - Category 12 - Mid-Level Administration	\$	579,327

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
MID-LEVEL ADMINISTRATION				
Positions				
1. Exempt	146.00	146.70	145.70	145.70
2. Non-Exempt	156.90	156.10	156.10	153.10
Total Positions	<u>302.90</u>	<u>302.80</u>	<u>301.80</u>	<u>298.80</u>
1 Salaries and Wages				
Regular Classified	\$5,512,759	\$5,871,382	\$5,773,939	\$5,736,509
Temporary Classified	57,099	92,559	96,480	96,480
Overtime Classified	6,563	8,278	8,278	8,278
Longevity Classified	13,003	13,263	19,219	19,219
Classified Educational Add-Ons	23,930	24,354	25,400	25,400
Vacation Payoff	208,831	285,000	230,000	230,000
Regular Professional	14,693,050	15,738,089	15,529,981	15,529,981
Temporary Professional	276,743	241,944	236,858	236,858
Professional Educational Add-Ons	24,748	25,228	24,720	24,720
Student Service Coordinators	6,540	6,672	6,540	6,540
Substitute Employees	19,453	3,916	3,427	3,427
Retirement Incentive	109,877	0	0	0
Insurance Opt-Out	3,751	3,751	3,750	3,750
Funds For Negotiated Agreements	0	0	1,011,591	1,011,591
Hiring Turnover (F.T.E.)	0	(225,000)	(225,000)	(225,000)
Object Total	<u>20,956,347</u>	<u>22,089,436</u>	<u>22,745,183</u>	<u>22,707,753</u>
2 Contracted Services				
Printing & Binding	34,516	40,920	59,270	59,270
Advertising	525	525	0	0
Rental of Business Machines	103,749	119,573	108,784	108,784
Consultants	0	6,000	6,000	6,000
Other Contracted Services	85,541	82,244	83,244	83,244
Object Total	<u>224,331</u>	<u>249,262</u>	<u>257,298</u>	<u>257,298</u>
3 Supplies and Materials				
Office Supplies	135,305	179,093	152,813	152,813
Books & Periodicals	8,600	10,895	11,345	11,345
Food	8,218	11,500	11,950	11,950
Library Media	4,384	5,000	5,000	5,000
General Supplies	15,218	8,350	8,650	8,650
Library Media Supplies	29	2,240	0	0
Computer Equipment < \$5,000	101,108	170,000	100,000	100,000
Sensitive Items Non-I.T.	13,602	1,000	1,000	1,000
Other Supplies & Materials	5,470	2,750	2,350	2,350
Object Total	<u>291,934</u>	<u>390,828</u>	<u>293,108</u>	<u>293,108</u>

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
MID-LEVEL ADMINISTRATION - continued				
4 Other Charges				
Local Mileage Reimbursement	80,274	107,610	106,050	106,050
License Fees	7,815	10,000	10,000	10,000
Communications	146,498	150,480	150,480	150,480
Postage	54,562	70,280	65,780	65,780
Dues	20,420	40,343	44,333	44,333
Subscriptions	2,699	4,210	3,960	3,960
Employee Retirement & Recognition	6,970	7,000	7,000	7,000
Conferences & Trainings	46,744	76,200	77,800	77,800
Admissions/Entrance Fees	1,702	850	1,150	1,150
Miscellaneous - Other Charges	2,125	0	3,000	3,000
Object Total	<u>369,809</u>	<u>466,973</u>	<u>469,553</u>	<u>469,553</u>
5 Equipment Additional				
Office Machines	1,188	0	0	0
Object Total	<u>1,188</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MID-LEVEL ADMINISTRATION	\$21,843,609	\$23,196,499	\$23,765,142	\$23,727,712

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - RESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
MID-LEVEL ADMINISTRATION				
Positions				
1. Exempt	2.00	2.30	2.30	2.30
2. Non-Exempt	0.00	0.00	0.00	0.00
Total Positions	<u>2.00</u>	<u>2.30</u>	<u>2.30</u>	<u>2.30</u>
1 Salaries and Wages				
Regular Professional	\$200,138	\$215,764	\$218,937	\$218,937
Temporary Professional	1,645	4,368	0	66,108
Substitute Employees	428	0	0	0
Object Total	<u>202,211</u>	<u>220,132</u>	<u>218,937</u>	<u>285,045</u>
2 Contracted Services				
Printing and Binding	20	0	0	0
Rental Equip/Machinery	1,769	1,428	0	0
Other Contracted Services	7,200	7,300	6,500	6,500
Object Total	<u>8,989</u>	<u>8,728</u>	<u>6,500</u>	<u>6,500</u>
3 Supplies and Materials				
Office Supplies	4,463	4,800	200	200
Books & Periodicals	650	2,050	0	0
Food	1,684	1,500	600	600
Other Supplies & Materials	0	1,000	1,000	1,000
Object Total	<u>6,797</u>	<u>9,350</u>	<u>1,800</u>	<u>1,800</u>
4 Other Charges				
Local Mileage Reimbursement	2,463	2,623	1,280	1,280
Postage	610	1,730	824	824
Dues	90	0	500	500
Subscriptions	2,826	1,922	0	0
Conferences & Trainings	6,457	6,850	3,500	3,500
Miscellaneous - Other Charges	0	175,000	175,000	175,000
Object Total	<u>12,446</u>	<u>188,125</u>	<u>181,104</u>	<u>181,104</u>
TOTAL MID-LEVEL ADMINISTRATION	\$230,443	\$426,335	\$408,341	\$474,449

MID-LEVEL ADMINISTRATION

SALARIES AND WAGES	Full-Time <u>Equivalent</u>	APPROVED <u>BUDGET</u>
Professional Positions - Unrestricted		
Members of the Superintendent's Cabinet		
Assistant Superintendent - Instruction	1.00	
Director - Elementary Schools	1.00	
Director - Middle Schools	1.00	
Director - High Schools	1.00	
Director - Research and Accountability	1.00	
Director - Curriculum & Instructional Resources	<u>1.00</u>	
	6.00	
Office of the Principal		
Principal - Elementary	22.00	
Principal - Middle	8.00	
Principal - High	7.00	
Principal - Gateway	1.00	
Principal - Outdoor School	1.00	
Assistant Principal - Elementary Schools	24.00	
Assistant Principal - Middle Schools	11.00	
Assistant Principal - High Schools	17.00	
Assistant Principal - AEP	1.00	
Coordinator - Facility Use/Activities/Athletics	<u>7.00</u>	
	99.00	
Office of the Principal - Career & Technology Programs		
Principal - Career & Technology Center	1.00	
Assistant Principal - Career & Technology Center	<u>1.00</u>	
	2.00	
Administration & Supervision		
Supervisor - Accountability & Assessment	1.00	
Supervisor - Athletics	1.00	
Supervisor - Elementary Education	6.00	
Supervisor - English Speakers of Other Languages (ESOL)	1.00	
Supervisor - Equity & Community Outreach	1.00	
Supervisor - Student Services & Special Programs	1.00	
Supervisor - Research & Accountability	1.00	
Supervisor - School Counselors	1.00	
Supervisor - Teacher & Leadership Development	1.00	
Content Supervisor - Fine Arts	1.00	
Content Supervisor - Health & Physical Education	1.00	
Content Supervisor - Secondary Mathematics	1.00	
Content Supervisor - Secondary English / Language Arts	1.00	
Content Supervisor - Secondary Science	1.00	
Content Supervisor - Secondary Social Studies	1.00	
Assistant Supervisor - Fine Arts	1.00	
Assistant Supervisor - Health Education	1.00	
Assistant Supervisor - World Languages	1.00	
Coordinator - Secondary Mathematics	1.00	
Coordinator - Secondary Science	1.00	
Coordinator - Social Studies	1.00	
Coordinator - STEM	1.00	
Coordinator - Technology	2.00	
Coordinator - Interpreter & Translator Program	1.00	
Coordinator - Research & Planning	1.00	
Coordinator - Secondary Language Arts	1.00	
Coordinator - Teacher Induction Programs	1.00	
Title 1 Analyst	<u>0.70</u>	
	33.70	

MID-LEVEL ADMINISTRATION

	<u>Full-Time Equivalent</u>	<u>APPROVED BUDGET</u>
SALARIES AND WAGES - continued		
Administration & Supervision - Career & Technology Programs		
Supervisor - Career & Technology Education	1.00	
Assistant Supervisor - Career & Technology Education	1.00	
Coordinator - Career Development	<u>1.00</u>	
	3.00	
Administration & Supervision - Media Support		
Supervisor - Media & Technology	1.00	
Video Production Manager	<u>1.00</u>	
	2.00	
Total Professional Positions - Unrestricted	145.70	15,529,981
Professional Position - Restricted		
Judy Center Coordinator	1.00	
Title 1 Analyst	0.30	
Coordinator - Technology	<u>1.00</u>	
Total Professional Positions - Restricted	2.30	<u>218,937</u>
Total Professional Positions - Unrestricted & Restricted	148.00	15,748,918
Classified Positions - Unrestricted		
Office of the Principal		
Data Clerk II - 10 Month	7.50	
Data Clerk II - 12 Month	2.00	
Clerk I - 10 Month	0.60	
Clerk II - 10 Month	11.50	
Clerk II - 12 Month	73.50	
Clerk III - Judy Center - 12 Month	1.00	
Registrar II - 12 Month	4.00	
School Secretary IV - 12 Month	<u>37.00</u>	
	137.10	
Office of the Principal - Career & Technology Programs		
Clerk II - 12 Month	2.00	
School Secretary IV - 12 Month	<u>1.00</u>	
	3.00	
Administration & Supervision		
Director's Secretary	3.00	
Secretary IV - 12 Month	1.00	
Secretary III - 12 Month	<u>7.00</u>	
	11.00	
Administration & Supervision - Career & Technology Programs		
Secretary III - 12 Month	1.00	
Administration & Supervision - Media Support		
Secretary IV - 12 Month	<u>1.00</u>	
Total Classified Positions - Unrestricted	153.10	<u>5,736,509</u>
Total Professional and Classified Positions	301.10	21,485,427

MID-LEVEL ADMINISTRATION

**APPROVED
BUDGET**

SALARIES AND WAGES - continued

Temporary Classified

Salaries to non-exempt employees for services rendered on an intermittent or short term basis.

Office of the Principal

a. Director of High Schools	Unrestricted	11,480
b. Director of Middle Schools	Unrestricted	4,812
c. Middle School - Temporary Clerical (#356)	Unrestricted	<u>44,755</u>
		61,047

Administration & Supervision

a. Director of Elementary Schools	Unrestricted	5,955
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Administration & Supervision - Media Support

a. Community and Media Relations	Unrestricted	26,478
b. Media Centers	Unrestricted	<u>3,000</u>
		29,478

Total Temporary Classified

96,480

Vacation Payoff

Office of the Principal	Unrestricted	230,000
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Temporary Professional

Salaries to exempt employees for services rendered on an intermittent or short term basis. Many of these individuals are assigned to special projects which are funded by federal/state monies. Employees are paid on an hourly basis to provide the following educational services.

Office of the Principal

a. Student Support Center (#081)	Unrestricted	19,113
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Administration & Supervision

a. Curriculum	Unrestricted	154,977
b. Director of Elementary Schools	Unrestricted	15,000
c. Volunteer Coordinator	Unrestricted	35,000
d. Community Conferencing	Unrestricted	1,500
e. Hold for Striving Readers Year 1 (#039)	Restricted	29,955
f. Hold for Striving Readers Year 2 (#139)	Restricted	<u>36,153</u>
		272,585

Administration & Supervision - Career & Technology Programs

a. Perkins Title I-C: Program Improvement (#029)	Unrestricted	6,268
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Administration & Supervision - Media Support

a. Media Centers	Unrestricted	5,000
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Total Temporary Professional

302,966

Professional Education Add-Ons

To comply with the add-on provision in the Master Agreement between the Board of Education and exempt employees.

Office of the Principal	Unrestricted	23,280
Office of the Principal - Outdoor School (#016)	Unrestricted	480
Office of the Principal - Career & Technology Programs (#029)	Unrestricted	480
Administration & Supervision - Research and Accountability	Unrestricted	<u>480</u>

24,720

MID-LEVEL ADMINISTRATION

SALARIES AND WAGES - continued			APPROVED BUDGET
Classified Educational Add-Ons			
To comply with the add-on provision in the Master Agreement between the Board of Education and non-exempt employees. Includes payments to individuals with B.S., A.A. and Secretarial College certificates.			
Office of the Principal	Unrestricted	22,900	
Office of the Principal - Career & Technology Programs (#029)	Unrestricted	200	
School Readiness @ Robert Moton Elementary (#031)	Unrestricted	600	
Administration & Supervision	Unrestricted	<u>1,700</u>	25,400
 Longevity - Classified			
To comply with the longevity provision in the Master Agreement between the Board of Education and non-exempt employees			
Administration & Supervision			
a. Director of High Schools	Unrestricted	11,827	
b. Staff Development	Unrestricted	5,914	
c. Director of Elementary Schools	Unrestricted	<u>1,478</u>	19,219
 Overtime Classified			
Salaries paid to non-exempt employees for working more than scheduled work hours			
Administration & Supervision			
a. Director of High Schools	Unrestricted	1,578	
b. Curriculum	Unrestricted	<u>3,700</u>	
		5,278	
Administration & Supervision - Media Support			
a. Community and Media Relations	Unrestricted	<u>3,000</u>	8,278
 Student Service Coordinators			
Office of the Principal	Unrestricted		6,540
 Substitute Employees			
Office of the Principal	Unrestricted	1,927	
Administration & Supervision	Unrestricted	<u>1,500</u>	3,427
 Insurance Opt-Out			
Reimbursement to employees who elect to opt-out of the Board's insurance program.			
Office of the Principal	Unrestricted	1,220	
Administration & Supervision	Unrestricted	1,310	
Administration & Supervision - Media Support	Unrestricted	<u>1,220</u>	3,750
 Funds For Negotiated Agreements			 1,011,591
 Hiring Turnover (F.T.E.)			
Amount reflects anticipated turnover of mid-level positions.			<u>(225,000)</u>
 TOTAL SALARIES AND WAGES			 22,992,798

MID-LEVEL ADMINISTRATION

**APPROVED
BUDGET**

CONTRACTED SERVICES

Printing and Binding

Printing of special brochures, forms, letterhead and flyers.

Office of Principal

a. Schools	Unrestricted	21,920	
b. Director of High Schools	Unrestricted	2,250	
c. Director of Elementary Schools	Unrestricted	5,000	
d. Technology Services	Unrestricted	<u>12,000</u>	
		41,170	

Administration & Supervision

Report card envelopes, evaluations and observation forms, letterhead and announcements.

a. Director of Middle Schools	Unrestricted	2,800	
b. Curriculum	Unrestricted	<u>15,200</u>	
		18,000	

Administration & Supervision - Career & Technology

Printing of special brochures, forms, letterhead and flyers.

a. Perkins Title I-C: Program Improvement (#029)	Unrestricted	100	
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59,270

Rental of Business Machines

Payments on lease purchase agreements for business machines

Office of Principal

a. Schools	Unrestricted	99,784	
b. Perkins Title I-C: Program Improvement (#029)	Unrestricted	<u>1,000</u>	
		100,784	

Administration & Supervision

a. Director of High Schools	Unrestricted	1,000	
b. Director Of Middle Schools	Unrestricted	1,100	
c. Director of Elementary Schools	Unrestricted	1,300	
e. Curriculum	Unrestricted	2,500	
f. Research and Accountability	Unrestricted	<u>2,100</u>	
		8,000	

108,784

Consultants

Consultants for general purposes: A&S Program, Essential Curriculum, A&S Retreat and Schools/Instructional Technology

Administration & Supervision

a. Director of Elementary Schools	Unrestricted	1,000	
b. Staff Development	Unrestricted	<u>5,000</u>	

6,000

MID-LEVEL ADMINISTRATION

**APPROVED
BUDGET**

CONTRACTED SERVICES - continued

Other Contracted Services

Office of Principal

a. High School - Gateway	Unrestricted	240
b. Technology Services	Unrestricted	<u>75,000</u>
		75,240

Administration & Supervision

a. Judith P. Hoyer Early Learning Center (#046)	Restricted	6,500
b. Community & Media Relations	Unrestricted	500
c. General Administration	Unrestricted	3,000
d. Assistant Superintendent - Instruction	Unrestricted	3,000
e. Curriculum	Unrestricted	500
f. Staff Development	Unrestricted	<u>1,004</u>
		14,504

89,744

TOTAL CONTRACTED SERVICES

263,798

SUPPLIES AND MATERIALS

Office Supplies

Paper, forms, stationery and general office supplies to be used in all schools and special projects.

Office of the Principal

a. Schools	Unrestricted	97,600
b. Gateway School	Unrestricted	2,900
c. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	100
e. Student Support Center (#081)	Unrestricted	440
		101,040

Office of the Principal - Career & Technology Programs

a. Judith P. Hoyer Early Learning Center (#046)	Restricted	200
b. Perkins Title I-C: Program Improvements (#029)	Unrestricted	<u>1,500</u>
		1,700

Administration & Supervision

a. CCSGA (Student Government) / Student Leadership (#098)	Unrestricted	230
b. System wide	Unrestricted	45,893
c. Limited English Proficient (#238)	Unrestricted	750
d. Multicultural Curriculum Development (#345)	Unrestricted	<u>1,000</u>
		47,873

Administration & Supervision - Career & Technology Programs

a. Perkins Title I-C: Program Improvements (#029)	Unrestricted	500
b. Career Technology Education - Match (#429)	Unrestricted	<u>200</u>
		700

Administration & Supervision - Media Support

a. Curriculum	Unrestricted	200
b. Media Centers	Unrestricted	<u>1,500</u>
		1,700

153,013

MID-LEVEL ADMINISTRATION

SUPPLIES AND MATERIALS - continued	APPROVED BUDGET
Books and Periodicals	
Office of the Principal	
a. Schools	Unrestricted 6,950
Administration & Supervision	
a. System wide	Unrestricted 3,845
Administration & Supervision - Career & Technology Programs	
a. Perkins Title I-C: Program Improvements (#029)	Unrestricted 300
b. Career Technology Education - Match (#429)	Unrestricted <u>250</u> 550
	11,345
Food	
Office of the Principal	
a. Judith P. Hoyer Early Learning Center (#046)	Restricted 600
b. Gateway School	Unrestricted 1,200
c. Outdoor School (#016)	Unrestricted <u>800</u> 2,600
Administration & Supervision	
Curriculum Council and opening in-service	
a. System wide	Unrestricted 8,200
b. Multicultural Curriculum Development (#345)	Unrestricted <u>750</u> 8,950
Administration & Supervision - Career & Technology Programs	
a. Perkins Title I-C: Program Improvements (#029)	Unrestricted 400
b. Career Technology Education - Match (#429)	Unrestricted <u>100</u> 500
Administration & Supervision - Media Support	
a. Community and Media Relations	Unrestricted 300
b. Curriculum	Unrestricted 100
c. Media Centers	Unrestricted <u>100</u> 500
	12,550
Library Media	
To replace/supplement the current library books used by the Resource Center	
Administration & Supervision - Media Support	
a. Media Centers	Unrestricted 5,000
General Supplies	
Administration & Supervision	
a. General Administration	Unrestricted 4,000
b. Assistant Superintendent - Instruction	Unrestricted 900
c. Martin Luther King Day (#345)	Unrestricted <u>750</u> 5,650
Administration & Supervision - Media Support	
a. Media Centers	Unrestricted 3,000
	8,650

MID-LEVEL ADMINISTRATION

SUPPLIES AND MATERIALS - continued			APPROVED BUDGET
Computer Equipment < \$5,000			
Administration & Supervision	Unrestricted		100,000
 Sensitive Items, Non-I.T.			
Office of the Principal			
a. Elementary School	Unrestricted		1,000
 Other Supplies & Materials			
Miscellaneous needs and other program expenses			
Office of the Principal			
a. Project ACES Awards (#091)	Restricted	1,000	
b. Schools	Unrestricted	450	
c. Gateway School	Unrestricted	<u>1,700</u>	
		3,150	
 Administration & Supervision - Media Support			
a. Media Centers	Unrestricted	200	
			<u>3,350</u>
 TOTAL SUPPLIES AND MATERIALS			 294,908
 OTHER CHARGES			
Local Mileage Reimbursement			
Reimbursement to employees in order to carry out their assigned duties.			
Office of the Principal			
a. Judith P. Hoyer Early Learning Center (#046)	Restricted	500	
b. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	500	
c. Schools (office/administrative personnel)	Unrestricted	34,550	
d. Gateway School	Unrestricted	600	
e. Outdoor School (#016)	Unrestricted	<u>3,200</u>	
		39,350	
 Administration & Supervision			
a. NCLB Title II-A: Teacher Quality (#032)	Restricted	780	
b. Limited English Proficient (#238)	Unrestricted	500	
c. Multicultural Curriculum Development (#345)	Unrestricted	1,000	
d. System wide	Unrestricted	<u>58,200</u>	
		60,480	
 Administration & Supervision - Career & Technology Programs			
a. Perkins Title I I-C: Program Improvement (#029)	Unrestricted	4,000	
 Administration & Supervision - Media Support			
a. Community and Media Relations	Unrestricted	2,000	
b. Media Centers	Unrestricted	<u>1,500</u>	
		3,500	
			107,330

MID-LEVEL ADMINISTRATION

OTHER CHARGES - continued			APPROVED BUDGET
License Fees			
Office of the Principal	Unrestricted		10,000
Communications			
Services associated with the transmitting and receiving messages and information including telephone and modem. Telephone service for non-school and warehousing operations			
Office of the Principal	Unrestricted		150,480
Postage			
Office of the Principal			
a. Judith P. Hoyer Early Learning Center (#046)	Restricted	824	
b. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	400	
c. Schools	Unrestricted	60,880	
d. Gateway School	Unrestricted	1,800	
e. Outdoor School (#016)	Unrestricted	<u>100</u>	
		64,004	
Office of the Principal - Career & Technology Programs			
a. Perkins Title I-C: Program Improvement (#029)	Unrestricted	2,600	
			66,604
Dues and Subscriptions			
Payment for membership in professional organizations and for professional publications			
Office of the Principal			
a. Schools	Unrestricted	20,900	
b. Gateway School	Unrestricted	1,250	
c. Outdoor School (#016)	Unrestricted	700	
d. A & S Professional Development (#019)	Unrestricted	<u>14,140</u>	
		36,990	
Administration & Supervision			
a. Fine Arts Initiatives (#205)	Restricted	500	
b. System wide	Unrestricted	7,063	
c. A&S Professional Development (#019)	Unrestricted	1,800	
d. Multicultural Curriculum Development (#345)	Unrestricted	<u>350</u>	
		9,713	
Administration & Supervision - Career & Tech Programs (#029)		Unrestricted	350
Administration & Supervision - Media Support			
a. Community and Media Relations	Unrestricted	650	
b. Media Centers	Unrestricted	<u>1,090</u>	
		1,740	
			48,793
Employee Retirement & Recognition			
Administration & Supervision			
a. System wide	Unrestricted		7,000

MID-LEVEL ADMINISTRATION

**APPROVED
BUDGET**

OTHER CHARGES - continued

Conferences & Trainings

Costs of attending conferences, meetings, in-services, trainings and other professional development
Office of the Principal

a.	Judith P. Hoyer Early Learning Center (#046)	Restricted	1,000	
b.	Fine Arts Initiatives (#205)	Restricted	2,500	
c.	Schools	Unrestricted	6,450	
d.	Student Services	Unrestricted	300	
e.	Gateway School	Unrestricted	3,200	
f.	Outdoor School (#016)	Unrestricted	1,000	
g.	A & S Professional Development (#019)	Unrestricted	34,350	
h.	School Readiness @ Robert Moton Elementary (#031)	Unrestricted	<u>1,000</u>	
			49,800	

Administration & Supervision

a.	General Administration	Unrestricted	3,000	
b.	Assistant Superintendent - Instruction	Unrestricted	1,000	
c.	Director of High Schools	Unrestricted	1,000	
d.	Director of Middle Schools	Unrestricted	300	
e.	Director of Elementary Schools	Unrestricted	1,200	
f.	Student Body Activities	Unrestricted	1,500	
g.	Curriculum	Unrestricted	4,700	
h.	Staff Development	Unrestricted	7,200	
i.	Research and Accountability	Unrestricted	600	
j.	A & S Professional Development (#019)	Unrestricted	5,500	
k.	Multicultural Curriculum Development (#345)	Unrestricted	<u>3,000</u>	
			29,000	

Administration & Supervision - Career & Technology Programs

a.	Perkins Title I-C: Program Improvement (#029)	Unrestricted	1,000	
b.	Career Technology Education - Match (#429)	Unrestricted	<u>1,000</u>	
			2,000	

Administration & Supervision - Media Support

a.	Media Centers	Unrestricted	500	
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81,300

Admissions/Entrance Fees

Administration & Supervision

a.	General Administration	Unrestricted	800	
b.	Assistant Superintendent - Instruction	Unrestricted	200	
c.	Multicultural Curriculum Development (#345)	Unrestricted	<u>150</u>	

1,150

Miscellaneous - Other Charges

Various Grants Carryover

a.	Carryover Account (#800)	Restricted	105,000	
b.	New Grants (#805)	Restricted	70,000	
c.	General Administration	Unrestricted	3,000	

178,000

TOTAL OTHER CHARGES

650,657

TOTAL MID-LEVEL ADMINISTRATION

\$24,202,161

Special Education

Category 13

Special education includes all activities designed for students who, through appropriate assessment, have been determined to have temporary or long-term special education needs arising from cognitive, emotional and/or physical factors as defined by the state special education bylaw. Special education expenditures related to the following areas are charged to this category:

- **Public School Instruction Program** - instructional activities for students with disabilities within the school system.
- **Nonpublic and State-run School Programs** – special education day or residential programs provided to students placed in state institutions or in state-approved nonpublic schools.
- **Instructional Staff Development** - activities that contribute to the professional or occupational growth and competence of school-based instructional staff.
- **Office of the Principal** - activities associated with managing the operation of a specialized education facility.
- **Instructional Administration and Supervision** - activities associated with directing, managing, supervising and evaluating the special education instructional program.

Unrestricted Fund Summary	Actual 2016-17	Approved 2017-18	Approved 2018-19	Approved Increase/ (Decrease)	% Change
13 Special Education					
1 Salaries	\$ 25,436,251	\$ 26,832,386	\$ 27,415,229	\$ 582,843	2.17%
2 Contracted Services	2,623,614	2,554,622	2,570,660	16,038	0.63%
3 Supplies/Materials	366,170	506,975	512,873	5,898	1.16%
4 Other Charges	223,567	68,790	103,590	34,800	50.59%
5 Land, Bldg, Equip Additional	10,069	-	-	-	0.00%
9 Transfers	3,360,926	3,298,000	3,298,000	-	0.00%
	\$ 32,020,597	\$ 33,260,773	\$ 33,900,352	\$ 639,579	1.92%
Restricted Fund Summary					
13 Special Education					
1 Salaries	\$ 4,540,668	\$ 4,535,191	\$ 4,453,048	\$ (82,143)	-1.81%
2 Contracted Services	213,382	218,027	257,185	39,158	17.96%
3 Supplies/Materials	71,787	65,302	62,095	(3,207)	-4.91%
4 Other Charges	168,113	1,268,867	1,253,684	(15,183)	-1.20%
9 Transfers	3,056,761	3,200,000	3,300,000	100,000	3.13%
	\$ 8,050,711	\$ 9,287,387	\$ 9,326,012	\$ 38,625	0.42%

Category 13 - Special Education
Changes - FY 2019

Non-Restricted Budget Changes

1. Various salary and wage changes including turnover	\$ (377,507)
2. Reduction of 1.0 FTE teacher position	(50,000)
3. Reduction of 1.0 FTE central office clerical position	(27,337)
4. Increase in supplies and materials	5,898
5. Net increase in various contracted services	6,038
6. Increase in legal fees	10,000
7. Net increase in other miscellaneous areas	34,800
8. Funds to honor negotiated agreements	<u>1,037,687</u>
Total Non-Restricted Increase - Category 13 - Special Education	639,579
Restricted Budget Net Increase - Category 13 - Special Education	<u>38,625</u>
TOTAL INCREASE - Category 13 - Special Education	\$ 678,204

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
SPECIAL EDUCATION				
Positions				
1. Exempt	294.28	294.98	294.98	295.98
2. Non-Exempt	146.80	146.80	146.80	146.80
Total Positions	<u>441.08</u>	<u>441.78</u>	<u>441.78</u>	<u>442.78</u>
1 Salaries				
Assistants	\$3,329,239	\$3,528,952	\$3,572,001	\$3,544,664
Clerks & Secretaries	160,957	165,047	165,043	165,043
Temporary Classified	3,065,849	3,236,807	3,236,807	3,236,807
Longevity Classified	11,558	11,790	11,827	11,827
Classified Educational Add-Ons	36,443	36,457	38,430	38,430
Classified Vacation Payoff	24,528	0	15,000	15,000
Substitute Teachers	451,005	431,917	450,606	450,606
Teachers	16,434,711	17,742,823	17,338,159	17,288,159
Other Professionals	1,227,627	1,287,569	1,213,818	1,213,818
Temporary Other Professionals	101,847	72,701	102,701	102,701
Temporary Educational - Home Teaching	140,206	123,222	123,222	123,222
Temporary Educational - Other	189,453	205,680	205,678	205,678
Educational Add-Ons	45,920	45,980	39,080	39,080
Team Leaders	136,976	140,008	131,040	131,040
Department Chairman	24,627	25,456	28,080	28,080
Student Service Coordinators	12,480	9,546	9,360	9,360
Longevity Teacher	10,500	11,016	13,056	13,056
Summer Work	17,841	18,435	23,214	23,214
Insurance Opt-Out	13,707	13,980	12,757	12,757
Retirement Incentive	777	0	0	0
Funds For Negotiated Agreements	0	0	1,037,687	1,037,687
Hiring Turnover (F.T.E.)	0	(275,000)	(275,000)	(275,000)
Object Total	<u>25,436,251</u>	<u>26,832,386</u>	<u>27,492,566</u>	<u>27,415,229</u>
2 Contracted Services				
Maintenance & Repair of Equipment	0	1,000	1,000	1,000
Printing & Binding	4,087	2,500	9,500	9,500
Advertising	410	0	0	0
Rental of Business Machines	34,387	36,122	34,660	34,660
Legal Fees	127,131	90,000	75,000	100,000
Occupational/Physical Therapy	0	1,000	1,000	1,000
Other Contracted Services	2,457,599	2,424,000	2,424,500	2,424,500
Object Total	<u>2,623,614</u>	<u>2,554,622</u>	<u>2,545,660</u>	<u>2,570,660</u>

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
SPECIAL EDUCATION - continued				
3 Supplies and Materials				
Office Supplies	5,800	9,748	9,250	9,250
Clothing and Footwear	24	0	0	0
Books & Periodicals	271	500	600	600
Food	550	650	0	0
Textbooks	230	300	2,000	2,000
Library Media	1,148	1,500	2,000	2,000
General Supplies	310,719	480,877	495,123	495,123
Library Media Supplies	498	200	200	200
Computer Equipment < \$ 5,000	27,722	4,000	2,000	2,000
Sensitive Items Non-I.T.	13,462	7,000	1,500	1,500
Other Supplies & Materials	5,746	2,200	200	200
Object Total	<u>366,170</u>	<u>506,975</u>	<u>512,873</u>	<u>512,873</u>
4 Other Charges				
Local Mileage Reimbursement	68,011	58,250	57,250	57,250
License Fees	20,255	0	30,000	30,000
Postage	4,338	4,850	5,500	5,500
Dues	150	1,200	1,850	1,850
Subscriptions	2,229	740	740	740
Conferences & Trainings	4,840	3,250	7,750	7,750
Admissions/Entrance Fees	140	500	500	500
Miscellaneous - Other Charges	123,604	0	0	0
Object Total	<u>223,567</u>	<u>68,790</u>	<u>103,590</u>	<u>103,590</u>
5 Equipment Additional				
Classroom Furniture and Equipment	10,069	0	0	0
Object Total	<u>10,069</u>	<u>0</u>	<u>0</u>	<u>0</u>
9 Transfers				
Other Transfers MD L.E.A.'s	41,952	48,000	48,000	48,000
Other Out-Going Transfers	3,318,974	3,250,000	3,250,000	3,250,000
Object Total	<u>3,360,926</u>	<u>3,298,000</u>	<u>3,298,000</u>	<u>3,298,000</u>
TOTAL SPECIAL EDUCATION	\$32,020,597	\$33,260,773	\$33,952,689	\$33,900,352

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - RESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
SPECIAL EDUCATION				
Positions				
1. Exempt	40.60	40.20	40.20	40.20
2. Non-Exempt	52.10	51.10	51.10	51.10
Total Positions	<u>92.70</u>	<u>91.30</u>	<u>91.30</u>	<u>91.30</u>
1 Salaries				
Assistants	\$1,151,485	\$1,217,614	\$1,156,543	\$1,156,543
Clerks & Secretaries	127,029	132,970	143,952	143,952
Temporary Classified	669,433	495,500	364,500	364,500
Classified Educational Add-Ons	15,934	15,701	15,241	15,241
Longevity Classified	2,864	2,921	2,922	2,922
Substitute Employees	88,833	61,900	91,000	91,000
Teachers	2,410,653	2,509,029	2,554,668	2,554,667
Other Professionals	32,475	34,504	34,504	34,504
Longevity Teacher	8,300	8,353	8,353	8,353
Team Leader	0	0	3,120	3,120
Temporary Educational	31,823	55,389	67,222	78,246
Retirement Incentive	281	0	0	0
Summer Work	412	0	0	0
Insurance Opt-Out	1,146	1,310	0	0
Object Total	<u>4,540,668</u>	<u>4,535,191</u>	<u>4,442,025</u>	<u>4,453,048</u>
2 Contracted Services				
Printing & Binding	2,309	1,500	0	0
Rental of Business Machines	2,309	2,309	0	0
Consultants	0	0	0	0
Other Contracted Services	208,764	214,218	245,627	257,185
Object Total	<u>213,382</u>	<u>218,027</u>	<u>245,627</u>	<u>257,185</u>
3 Supplies and Materials				
Office Supplies	5,066	0	0	0
Food	1,130	0	0	0
General Supplies	64,339	65,302	62,095	62,095
Sensitive Item Non - I.T.	1,252	0	0	0
Object Total	<u>71,787</u>	<u>65,302</u>	<u>62,095</u>	<u>62,095</u>

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - RESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
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SPECIAL EDUCATION - continued

4 Other Charges				
Local Mileage Reimbursement	56,850	70,617	61,235	68,434
Conferences & Trainings	33,512	32,100	17,600	17,600
Admissions/Entrance Fees	1,251	1,000	2,500	2,500
Miscellaneous-Other Charges	76,500	1,165,150	1,165,150	1,165,150
Object Total	<u>168,113</u>	<u>1,268,867</u>	<u>1,246,485</u>	<u>1,253,684</u>
9 Transfers				
Other Out-Going Transfers	3,056,761	3,200,000	3,300,000	3,300,000
Object Total	<u>3,056,761</u>	<u>3,200,000</u>	<u>3,300,000</u>	<u>3,300,000</u>
TOTAL SPECIAL EDUCATION	\$8,050,711	\$9,287,387	\$9,296,232	\$9,326,012

SPECIAL EDUCATION

Special Education provides instructional and related services to students with disabilities ages 0 through 21. Instruction is provided in a variety of environments based upon a student's approved Individualized Education Program (IEP). Services are provided in the environment deemed Least Restrictive (LRE).

The range of educational settings include:

1. The student's home school with resource room services provided either within the regular education program or a pull out program.
2. Partial Self-Contained Special Education programming with mainstream opportunities the remainder of the school day.
3. Self-Containing programming within the student's home school, at a regional school, or a state approved non-public school.

In addition, itinerant services from specialists are assigned to work with students and teachers providing speech, vision and hearing services. Supportive services include psychological services, home teaching, counseling, occupational and physical therapy, supervision, pupil services and transportation. This budget focuses on the fulfillment of the Comprehensive Special Education Plan and the implementation of PL-94-142/PL 101-476 and COMAR.

SALARIES AND WAGES		APPROVED BUDGET
Existing Positions	Full-Time Equivalent	
Classified Positions		
Classroom Assistants - Restricted		
PRIDE Instructional Assistant	1.00	
Special Education Assistant	24.90	
Special Education Assistant - Autism	3.00	
Special Education Assistant - BEST	3.60	
Special Education Assistant - LFI	6.00	
Special Education Assistant - Vision Impaired	2.00	
Special Education Paraprofessional	6.00	
Special Education Paraprofessional - BEST	<u>1.00</u>	
	47.50	1,156,543
Classroom Assistants - Unrestricted		
PRIDE Instructional Assistant	1.00	
Special Education Assistant	95.30	
Special Education Assistant - Autism	10.00	
Special Education Assistant - BEST	10.00	
Special Education Assistant - LFI	18.00	
Special Education Assistant - Vision Impaired	2.00	
Special Education Paraprofessional	5.50	
Special Education Paraprofessional - LFI	<u>1.00</u>	
	142.80	<u>3,544,664</u>
Total Classroom Assistants - Restricted and Non-Restricted	190.30	4,701,207
Clerical Positions - Restricted		
Clerk II - 12 Month	1.00	
Medicaid Reimbursement Technician	1.00	
Secretary III - 12 Month	<u>1.60</u>	
	3.60	143,952
Clerical Positions - Unrestricted		
Clerk II - 10 Month	1.00	
Director's Secretary	1.00	
School Secretary IV - 12 Month	1.00	
Secretary IV - 12 Month	<u>1.00</u>	
	4.00	<u>165,043</u>
Total Existing Clerical - Restricted and Non-Restricted	7.60	<u>308,995</u>
Total Classified Positions - Restricted and Non-Restricted	197.90	5,010,202

SPECIAL EDUCATION

SALARIES AND WAGES - continued

**APPROVED
BUDGET**

Professional Positions - Unrestricted

	Full-Time <u>Equivalent</u>	
Director - Special Education	1.00	
Supervisor - Elementary Special Education	2.00	
Supervisor - Secondary Special Education	2.00	
Supervisor - Special Education Student Services	1.00	
Supervisor - Legal & Compliance	1.00	
Principal - Carroll Springs	1.00	
Coordinator - Autism Program	1.00	
Coordinator - Early Intervention Services	1.00	
Coordinator - Non Public	1.00	
Coordinator - Post Secondary Programs	1.00	
Assistive Technology Consultant	1.00	
Early Intervention Consultant	1.00	
Elementary Special Education Consultant	1.00	
Secondary Special Education Consultant	2.00	
Speech Pathologist	47.00	
Career Tech Support Services	1.00	
Adapted Physical Education	9.38	
Art	0.60	
General Music - Elementary/Middle	0.60	
Infants & Toddlers	2.90	
Interpreter	1.00	
Learning For Independence (LFI) Teacher	26.00	
Reading Special Education Consultant	1.00	
Math Resource - Elementary	0.40	
Special Education Resource	127.90	
Special Education Resource - Autism	13.00	
Pre-Kindergarten - Special Education Teacher	6.60	
Hearing Impaired	1.00	
Visually Impaired	2.00	
Occupational Therapist	10.80	
Certified Occupational Therapist Assistant	2.00	
Physical Therapist	5.40	
BEST Teacher	<u>20.40</u>	
	295.98	18,501,977

SPECIAL EDUCATION

SALARIES AND WAGES - continued

Professional Positions - Restricted

	Full-Time Equivalent	
Adapted Physical Education	2.00	
Certified Occupational Therapist Assistant	0.60	
Grants Analyst	0.40	
Hearing Resource	1.00	
Infants & Toddlers	1.80	
Interpreter	1.00	
Learning For Independence (LFI) Teacher	2.00	
Parent Educator	1.00	
Physical Therapist Assistant	1.00	
Special Education Resource	13.60	
Special Education Resource - Autism	2.00	
Special Education Resource - Best	1.00	
Special Education Resource - Pre-Kindergarten	4.40	
Speech Pathologist	7.40	
Special Education Consulting Teacher	<u>1.00</u>	
	40.20	<u>2,589,171</u>

**APPROVED
BUDGET**

Total Professional Positions - Unrestricted & Restricted

336.18 21,091,148

Total Special Education Positions

534.08 26,101,350

Temporary Classified - 1:1 Assistants Hourly

Salaries to non-exempt employees for services rendered on an intermittent or short term basis.

a. Hourly Assistants 1:1	Unrestricted	3,142,795	
b. Extended School Year Services for Disabled Students (#101)	Unrestricted	<u>94,012</u>	
		3,236,807	
c. IDEA Part B - State Pass-through (#010)	Restricted	350,000	
d. Medicaid - Infants & Toddlers - Carryover of Prior Year (#065)	Restricted	5,000	
e. IDEA Part B - Local Priority Flexibility (#078)	Restricted	9,000	
f. IDEA Part B (619) - Infants & Toddlers (#097)	Restricted	<u>500</u>	
		364,500	

3,601,307

Substitute Teachers

Wages paid to persons substituting for teachers on sick leave.

a. Special Education	Unrestricted	450,606	
b. IDEA Part B - State Pass-through (#010)	Restricted	45,000	
c. IDEA Part B - Local Priority Flexibility (#078)	Restricted	45,000	
d. IDEA Part B - Discretionary SECAC (#280)	Restricted	<u>1,000</u>	

541,606

SPECIAL EDUCATION

**APPROVED
BUDGET**

SALARIES AND WAGES - continued

Home Teaching/Temporary Educational - Other

Salaries paid to home and hospital teachers on an intermittent and short-term basis according to state law. Also, payments to teachers on an hourly basis for short-term work.

a. Special Education	Unrestricted	48,611	
b. Home & Hospital (Level VII) (#113)	Unrestricted	123,222	
c. Extended School Year Services for Disabled Students (#101)	Unrestricted	157,067	
d. Interpretation & Translation Services (#237)	Unrestricted	<u>102,701</u>	
		431,601	
e. Medicaid - Infants & Toddlers - Carryover of Prior Year (#065)	Restricted	10,000	
f. IDEA Part B - Family Partnerships (#077)	Restricted	1,700	
g. IDEA Part B - Preschool Passthrough (#079)	Restricted	23,024	
h. MD Work-Based Learning Collaborative (MWBLC) (#084)	Restricted	19,522	
i. IDEA Part B - State Passthrough PPPSS (#310)	Restricted	<u>24,000</u>	
		78,246	

509,847

Professional Educational Add-Ons

Negotiated salary compensation for additional educational certificate.

Unrestricted	39,080
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Longevity Classified

To comply with the longevity provision in the Master Agreement between the Board of Education and non-exempt employees.

Unrestricted	11,827	
Restricted	<u>2,922</u>	
		14,749

Team Leaders and Department Chairmen

Payments to Special Education Team Leaders and Department Chairmen

Unrestricted	159,120	
Restricted	<u>3,120</u>	
		162,240

Longevity Teachers

To comply with the longevity provision in the Master Agreement between the Board of Education and exempt employees.

Unrestricted	13,056	
Restricted	<u>8,353</u>	
		21,409

Student Service Coordinators

Unrestricted	9,360
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Classified Educational Add-Ons

Negotiated salary compensation for education certification.

Unrestricted	38,430	
Restricted	<u>15,241</u>	
		53,671

Classified Vacation Payoff

Unrestricted	15,000
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Summer Work

Negotiated salary compensation for summer work.

Unrestricted	23,214
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Insurance Opt-Out

Salary compensation for employees who opt-out of the insurance program.

Unrestricted	12,757
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Funds For Negotiated Agreements

1,037,687

Hiring Turnover (F.T.E.)

Amounts anticipated to be developed through turnover.

Unrestricted	<u>(275,000)</u>
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TOTAL SALARIES AND WAGES

31,868,277

SPECIAL EDUCATION

CONTRACTED SERVICES	APPROVED BUDGET
Maintenance & Repair of Equipment	
a. Specialized School - Carroll Springs School	Unrestricted 1,000
Printing and Binding	
Form costs for school Special Education programs, such as pre-printed I.E.P. forms	
a. Schools	Unrestricted 9,500
Business Machine Rental	
Payments on lease purchase agreements for business machines.	
a. Schools including Carroll Springs	Unrestricted 17,716
b. Special Education	Unrestricted <u>16,944</u>
	34,660
Legal Fees	
a. Special Education	Unrestricted 100,000
Occupational & Physical Therapy	
Individuals who contract as occupational and physical therapists for treatment of students with related conditions.	
a. Extended School Year Services for Disabled Students (#101)	Unrestricted 1,000
Other Contracted Services	
a. Contracted services for speech and language therapy services for extended school year program (#101).	Unrestricted 1,000
b. Payments to other counties who provide Home & Hospital Teaching to hospitalized Carroll County Public School students. (#113)	Unrestricted 20,000
c. To offset projected expenditures regarding Public School instruction programs within Special Education.	Unrestricted <u>2,403,500</u>
	2,424,500
d. Medicaid (Medical Assistance) (#007)	Restricted 90,000
e. Medicaid - Infants & Toddlers - Carryover of Prior Year (#065)	Restricted 15,000
f. IDEA Part B - Secondary Transition (#076)	Restricted 45,000
g. IDEA Part B - Local Priority Flexibility (#077)	Restricted 1,500
h. IDEA Part B - Local Priority Flexibility (#078)	Restricted 2,000
i. Infants & Toddlers State (#085)	Restricted 74,918
j. IDEA Part B - Preschool Passthrough PPPSS (#089)	Restricted 438
k. IDEA Part B - Infants & Toddlers (#107)	Restricted 2,309
l. IDEA Part B - Discretionary: SECAC (#280)	Restricted 900
m. IDEA Part B - State Passthrough PPPSS (#310)	Restricted <u>25,120</u>
	257,185
	2,681,685
TOTAL CONTRACTED SERVICES	2,827,845

SPECIAL EDUCATION

**APPROVED
BUDGET**

SUPPLIES AND MATERIALS

Office Supplies

Paper, forms, stationery and general office supplies to be used in Carroll Springs School, Special Education Department of regular schools and by Special Education Supervisors.

a. Schools including Carroll Springs	Unrestricted	750	
b. Special Education	Unrestricted	7,500	
c. Interpretation and Translation Services (#237)	Unrestricted	<u>1,000</u>	

9,250

Books and Periodicals

Purchase of pamphlets and periodicals for the professional libraries and media centers.

a. Specialized School - Carroll Springs	Unrestricted	500	
b. Elementary School	Unrestricted	<u>100</u>	

600

Textbooks

Textbooks to replace and supplement current texts and to purchase textbooks related to Special Education (Schools).

a. Specialized School	Unrestricted	<u>2,000</u>	
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2,000

Library Media

a. Carroll Springs School	Unrestricted		2,000
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General Supplies

Covers the normal distribution of supplies to all teachers for materials required for the Special Education activities of studies.

a. Infants & Toddlers IDEA Part C (#026)	Restricted	7,500	
b. Medicaid - Infants & Toddlers - Carryover of Prior Year (#065)	Restricted	15,000	
c. IDEA Part B - Local Priority Flexibility (#077)	Restricted	8,520	
d. IDEA Part B - Local Priority Flexibility (#078)	Restricted	12,500	
e. MD Work-Based Learning Collaborative (MWBLC) (#084)	Restricted	1,165	
f. IDEA Part B (619) - Infants & Toddlers (#097)	Restricted	1,200	
g. IDEA Part B - Infants & Toddlers (#107)	Restricted	2,700	
h. IDEA Part B (619) - Preschool Transition (#226)	Restricted	3,000	
i. IDEA Part B - Discretionary: SECAC (#280)	Restricted	510	
j. IDEA Part B - State Passthrough PPPSS (#310)	Restricted	<u>10,000</u>	
		62,095	

k. Schools	Unrestricted	176,455	
l. Specialized Schools - Carroll Springs & Gateway	Unrestricted	54,600	
m. Special Education	Unrestricted	250,000	
n. Special Education Autism Program (#012)	Unrestricted	6,000	
o. Extended School Year Services for Disabled Students (#101)	Unrestricted	400	
p. Home & Hospital Teaching (#113)	Unrestricted	755	
q. PRIDE - Elementary (#118)	Unrestricted	<u>6,913</u>	
		495,123	557,218

SPECIAL EDUCATION

		APPROVED BUDGET	
SUPPLIES AND MATERIALS - continued			
Library Media Supplies			
a. Specialized Schools - Carroll Springs	Unrestricted		200
Computer Equipment < \$5,000			
a. Specialized Schools - Carroll Springs	Unrestricted		2,000
Sensitive Items - Non-I.T.			
a. Specialized Schools - Carroll Springs	Unrestricted		1,500
Other Non-Instructional Supplies & Materials			
a. Specialized Schools - Carroll Springs & Gateway	Unrestricted		<u>200</u>
TOTAL SUPPLIES AND MATERIALS			574,968
 OTHER CHARGES			
Local Mileage Reimbursement			
Reimbursement to employees in order to carry out assigned duties. It includes itinerant staff, school based personnel and home & hospital students.			
a. Infants & Toddlers IDEA Part C (#026)	Restricted	19,765	
b. Medicaid - Infants & Toddlers - Carryover of Prior Year (#065)	Restricted	15,000	
c. MD Work-Based Learning Collaborative (MWBLC) (#084)	Restricted	535	
d. Infants & Toddlers State (#085)	Restricted	12,543	
e. IDEA Part B (619) - Infants & Toddlers (#097)	Restricted	4,658	
f. IDEA Part B - Infants & Toddlers (#107)	Restricted	10,403	
g. IDEA Part B (619) - Preschool Transition (#226)	Restricted	3,530	
h. IDEA Part B - State Passthrough PPPSS (#310)	Restricted	<u>2,000</u>	
		68,434	
i. Middle School & High School	Unrestricted	800	
j. Specialized Schools - Carroll Springs & Gateway	Unrestricted	250	
k. Special Education	Unrestricted	38,000	
l. Curriculum	Unrestricted	1,000	
m. Extended School Year Services for Disabled Students (#101)	Unrestricted	700	
n. Home & Hospital Teaching (#113)	Unrestricted	15,000	
o. Interpretation and Translation Services (#237)	Unrestricted	<u>1,500</u>	
		57,250	125,684
License Fees			30,000
Postage			
Postage expenses for schools and school projects.			
a. Elementary, Middle & High Schools	Unrestricted	4,800	
b. Carroll Springs School	Unrestricted	650	
c. Extended School Year Services for Disabled Students (#101)	Unrestricted	<u>50</u>	
			5,500
Dues			
Membership in professional organizations.			
a. Carroll Springs School	Unrestricted	750	
b. A & S Professional Development (#019)	Unrestricted	<u>1,100</u>	
			1,850
Subscriptions			
Subscriptions to newspapers, magazines and other publications for classrooms, professional libraries and media centers.			
a. Schools	Unrestricted	540	
b. Carroll Springs School	Unrestricted	<u>200</u>	
			740

SPECIAL EDUCATION

**APPROVED
BUDGET**

OTHER CHARGES - continued

Conferences & Trainings

Costs of attending conferences, meetings, in-services, training and other professional development.

a. IDEA Part B - State Passthrough (#010)	Restricted	10,000	
b. IDEA Part B - Local Priority Flexibility (#077)	Restricted	1,500	
c. IDEA Part B - Local Priority Flexibility (#078)	Restricted	5,000	
d. IDEA Part B (619) - Infants & Toddlers (#097)	Restricted	600	
e. IDEA Part B - NASOSE (#178)	Restricted	<u>500</u>	
		17,600	
f. Carroll Springs School	Unrestricted	5,000	
g. A & S Professional Development (#019)	Unrestricted	<u>2,750</u>	
		7,750	25,350

Admission Fees

To cover admission fees for special education students.

a. IDEA Part B - Local Priority Flexibility (#077)	Restricted	2,500	
b. Schools	Unrestricted	<u>500</u>	
			3,000

Miscellaneous - Other Charges

a. Medicaid (3-21) (#007)	Restricted	80,000	
b. Medicaid - Infants & Toddlers - Carryover of Prior Year (#065)	Restricted	150	
c. Various Grant Carryovers (#800)	Restricted	820,000	
d. New Grants (#805)	Restricted	<u>265,000</u>	
			<u>1,165,150</u>

TOTAL OTHER CHARGES

1,357,274

TRANSFERS

Other Transfers MD L.E.A.'s

Payments to other Sate Public School Systems	Unrestricted		48,000
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Other Out-Going Transfers

Special Education students requiring excess funding for services outside of Carroll County. These funds may only be used at approved non-public institutions.

	Unrestricted	3,250,000	
	Restricted	<u>3,300,000</u>	
			<u>6,550,000</u>

TOTAL TRANSFERS

6,598,000

TOTAL SPECIAL EDUCATION

\$43,226,364

Textbooks and Instructional Supplies Category 16

Textbooks and instructional supplies includes all materials used in the support of instruction. Additionally, the category includes all library books/media supplies and other instructional books, periodicals and supplies.

Unrestricted Fund Summary	Actual 2016-17	Approved 2017-18	Approved 2018-19	Approved Increase/ (Decrease)	% Change
16 Textbooks & Instructional Supplies					
3 Supplies/Materials	\$ 7,260,065	\$ 7,278,520	\$ 6,914,900	\$ (363,620)	-5.00%
Restricted Fund Summary					
16 Textbooks & Instructional Supplies					
3 Supplies/Materials	\$ 770,958	\$ 822,845	\$ 1,468,485	\$ 645,640	78.46%

Category 16 - Textbooks & Instructional Supplies
Changes - FY 2019

Non-Restricted Budget Changes

1. Decrease in computer purchases	\$ (346,534)
2. Decrease in library media and media supplies purchases	(10,391)
3. Decrease in instructional supplies & materials	(7,625)
4. Net increase in various other supplies	<u>930</u>
Total Non-Restricted Decrease - Category 16- Textbooks & Instructional Supplies	(363,620)

Restricted Budget Net Increase - Category 16- Textbooks & Instructional Supplies **645,640**

TOTAL INCREASE - Category 16- Textbooks & Instructional Supplies **\$ 282,020**

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
TEXTBOOKS & INSTRUCTIONAL SUPPLIES				
3 Supplies and Materials				
Office Supplies	\$210	\$0	\$0	\$0
Clothing & Footwear	17,076	21,300	21,200	21,200
Books & Periodicals	31,511	26,319	25,919	25,919
Food	30,586	48,179	48,179	48,179
Textbooks	1,111,879	1,256,429	1,257,429	1,257,429
Library Media	493,175	509,242	506,226	506,226
General Supplies	3,191,821	3,312,872	3,306,247	3,305,247
Library Media Supplies	71,968	84,909	77,534	77,534
Computer Equipment < \$5,000	1,945,741	1,934,200	1,938,850	1,587,666
Sensitive Items Non - I.T.	297,574	65,870	66,300	66,300
Other Supplies & Materials	68,524	19,200	19,200	19,200
Object Total	<u>7,260,065</u>	<u>7,278,520</u>	<u>7,267,084</u>	<u>6,914,900</u>
 TOTAL TEXTBOOKS & INSTRUCTIONAL SUPPLIES	 \$7,260,065	 \$7,278,520	 \$7,267,084	 \$6,914,900

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - RESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
TEXTBOOKS & INSTRUCTIONAL SUPPLIES				
3 Supplies and Materials				
Books & Periodicals	\$5,846	\$4,998	\$4,400	\$4,400
Food	26,573	24,133	17,000	17,585
Textbooks	6,161	17,550	0	94,500
Library Media	5,524	0	0	0
General Supplies	240,267	650,873	693,265	857,000
Computer Equipment < \$5,000	429,020	105,156	0	0
Sensitive Items Non-I.T.	42,703	4,870	0	480,400
Other Supplies & Materials	14,864	15,265	21,600	14,600
Object Total	<u>770,958</u>	<u>822,845</u>	<u>736,265</u>	<u>1,468,485</u>
 TOTAL TEXTBOOKS & INSTRUCTIONAL SUPPLIES	 \$770,958	 \$822,845	 \$736,265	 \$1,468,485

TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

The Textbooks and Instructional Supplies Category consists of those activities which have as their purpose teaching students, aiding the teaching process, and improving the quality of the classroom instruction program.

Under this category are involved such activities as classroom instruction of pupils, school based media services, guidance services, and psychological services.

The budget category of Textbooks and Instructional Supplies includes all of the non-salary items which pertain to textbooks, library books, other books, and consumable classroom materials.

SUPPLIES AND MATERIALS

**APPROVED
BUDGET**

Clothing and Footwear

To cover cost of clothing for students.

a. High Schools	Unrestricted	2,000	
b. Outdoor School (#016)	Unrestricted	1,000	
c. Perkins Title I-C: Program Improvement - CCCTC (#029)	Unrestricted	600	
d. High School Academic Competition (#147)	Unrestricted	1,500	
e. Student Body Activities	Unrestricted	1,700	
f. Fine Arts	Unrestricted	<u>14,500</u>	

21,200

Books and Periodicals

Purchase of books and periodicals for instructional use.

a. NCLBA Title II-A: Teacher Quality (#032)	Restricted	2,900	
b. Judith P. Hoyer Early Learning Center (#046)	Restricted	<u>1,500</u>	4,400
c. Schools	Unrestricted	9,600	
d. Student Services	Unrestricted	7,019	
e. Perkins Title I-C: Program Improvement (#029)	Unrestricted	1,800	
f. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	2,000	
g. Pre-Kindergarten (#056)	Unrestricted	500	
h. Limited English Proficient (#238)	Unrestricted	2,500	
i. Multicultural Curriculum Development (#345)	Unrestricted	<u>2,500</u>	<u>25,919</u>

30,319

TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

**APPROVED
BUDGET**

SUPPLIES AND MATERIALS - continued

Food

a. Judith P. Hoyer Early Learning Center (#046)	Restricted	8,600		
b. County-wide Weightlifting Competition (#155)	Restricted	100		
c. Continuing Education Fair (#166)	Restricted	300		
d. CASE Summer Institutes (#189)	Restricted	8,000		
e. Ready at Five Learning Parties (#236)	Restricted	<u>585</u>	17,585	
f. Student Body Activities	Unrestricted	300		
g. Perkins Title I-C: Program Improvement (#029)	Unrestricted	300		
h. School Readiness - Elementary (#031)	Unrestricted	9,000		
i. Pre-Kindergarten (#056)	Unrestricted	34,920		
j. Carroll County Student Government Association (#098)	Unrestricted	459		
k. Limited English Proficient (#238)	Unrestricted	2,600		
l. Multicultural Curriculum Development (#345)	Unrestricted	<u>600</u>	<u>48,179</u>	
				65,764

Textbooks

Purchase of textbooks and workbooks to replace/supplement current texts, and to buy new textbooks.

a. Hold for Striving Readers Year 1 (#039)	Restricted	49,500		
b. Hold for Striving Readers Year 2 (#139)	Restricted	<u>45,000</u>	94,500	
c. Curriculum / System-Wide	Unrestricted	1,252,112		
d. Perkins Title I-C: Program Improvement (#029)	Unrestricted	1,817		
e. Career Technology Education - Match (#429)	Unrestricted	<u>3,500</u>	<u>1,257,429</u>	
				1,351,929

Library Media

To replace/supplement current library books, and purchase additional library books to improve pupil/book ratio.

a. Schools	Unrestricted	323,156		
b. Resource Centers - System-Wide	Unrestricted	182,860		
c. Outdoor School (#016)	Unrestricted	<u>210</u>		
				506,226

TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

**APPROVED
BUDGET**

SUPPLIES AND MATERIALS - continued

General Supplies

Consumable materials:

Test, art supplies, industrial art supplies, science materials, regular classroom supplies and materials, home economic supplies, medals, ribbons, trophies and awards.

a. Perkins Title I-C: Program Improvement (#029)	Restricted	118,950	
b. Hold for Striving Readers Year 1 (#039)	Restricted	88,397	
c. Judith P. Hoyer Early Learning Center (#046)	Restricted	23,000	
d. Carroll Hospital Center Wellness Grant (#070)	Restricted	40,000	
e. Project ACES - Awards (#091)	Restricted	5,000	
f. Carroll County Student Government Association (#098)	Restricted	2,000	
g. Kindergarten Readiness Assessment PD (#112)	Restricted	931	
h. CTE Reserve Grant Fund (#129)	Restricted	0	
i. Hold for Striving Readers Year 2 (#139)	Restricted	74,913	
j. Continuing Education Fair (#166)	Restricted	300	
k. Summer Enrichment Program (#167)	Restricted	2,000	
l. Outdoor School Donations (#174)	Restricted	500	
m. CASE Summer Institutes (#189)	Restricted	6,500	
n. Fine Arts Initiatives (#205)	Restricted	12,174	
o. NCLB Title III-A: English Language Acquisition - LEP (#228)	Restricted	10,000	
p. Hold CTE Reserve Grants FY 2019 (#229)	Restricted	6,910	
q. Ready at Five Learning Parties (#236)	Restricted	425	
r. Various Grants Carryover (#800)	Restricted	200,000	
s. New Grants (#805)	Restricted	<u>265,000</u>	857,000
t. Schools	Unrestricted	2,291,637	
u. System Wide	Unrestricted	250,000	
v. Assistant Superintendent - Instruction	Unrestricted	4,000	
w. Director of Middle Schools	Unrestricted	7,700	
x. Gateway School	Unrestricted	47,367	
y. Technology Services	Unrestricted	2,000	
z. Student Body Activities - Schools	Unrestricted	36,000	
aa. Student Services - Psychological Testing	Unrestricted	44,496	
bb. Fine Arts	Unrestricted	12,500	
cc. Curriculum	Unrestricted	41,429	
dd. Outdoor School (#016)	Unrestricted	10,885	
ee. Serve America Sub-Grant (#024)	Unrestricted	3,000	
ff. Perkins Title I-C: Program Improvement (#029)	Unrestricted	343,995	
gg. Families Learning Together (#031)	Unrestricted	9,800	
hh. Student Support Center (#081)	Unrestricted	<u>1,000</u>	
Subtotal		3,105,809	

TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

**APPROVED
BUDGET**

SUPPLIES AND MATERIALS - continued

General Supplies - continued

ee. Environmental Education Projects (#116)	Unrestricted	3,300		
ff. Middle School Reading and Mathematics Intervention (#119)	Unrestricted	24,291		
gg. High School Dropout Prevention (#122)	Unrestricted	3,000		
ii. High School Academic Competition (#147)	Unrestricted	2,300		
kk. Limited English Proficient (#238)	Unrestricted	20,130		
ll. Director's Distribution - High School (#271)	Unrestricted	7,500		
mm. Local Intervention Initiatives - High School (#323)	Unrestricted	5,308		
nn. Local Intervention Initiatives - High School (#324)	Unrestricted	5,446		
oo. Local Intervention Initiatives - Targeted Poverty (#325)	Unrestricted	11,329		
pp. Multicultural Curriculum Development (#345)	Unrestricted	1,000		
qq. Career Technology Education - Match (#429)	Unrestricted	<u>115,834</u>		
Subtotal		199,438	<u>3,305,247</u>	4,162,247

Library Media Supplies

Purchase of filmstrips, transparencies, film for schools.				
a. Schools	Unrestricted	76,584		
b. Gateway	Unrestricted	<u>950</u>		77,534

Computer Equipment < \$5,000

a. Schools	Unrestricted	34,800		
b. System Wide	Unrestricted	223,816		
c. Technology Services	Unrestricted	1,275,000		
d. Perkins Title I-C: Program Improvement (#029)	Unrestricted	4,050		
e. Career Technology Education - Match (#429)	Unrestricted	<u>50,000</u>	<u>1,587,666</u>	1,587,666

Sensitive Items Non-I.T.

a. Hold for Striving Readers Year 1 (#039)	Restricted	230,000		
b. Hold for Striving Readers Year 2 (#139)	Restricted	<u>250,400</u>	480,400	
c. Schools	Unrestricted	20,800		
d. Perkins Title I-C: Program Improvement (#029)	Unrestricted	10,500		
e. Career Technology Education - Match (#429)	Unrestricted	<u>35,000</u>	<u>66,300</u>	546,700

Other Supplies & Materials

a. Judith P. Hoyer Early Learning Center (#046)	Restricted	4,200		
b. Carroll County Student Government Association (#098)	Restricted	4,000		
c. County-wide Weightlifting Competition (#155)	Restricted	1,000		
d. Children's Support Fund (#164)	Restricted	2,000		
e. Continuing Education Fair (#166)	Restricted	2,400		
f. CASE Summer Institutes (#189)	Restricted	<u>1,000</u>	14,600	
g. Schools	Unrestricted	4,850		
h. Gateway	Unrestricted	300		
i. Student Body Activities	Unrestricted	11,000		
j. Perkins Title I-C: Program Improvement (#029)	Unrestricted	500		
k. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	800		
l. Limited English Proficient (#238)	Unrestricted	250		
m. Multicultural Curriculum Development (#345)	Unrestricted	<u>1,500</u>	<u>19,200</u>	<u>33,800</u>

TOTAL TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

\$8,383,385

Other Instructional Costs

Category 17

Other instructional costs include all expenditures associated with contracted services, other charges, new and replacement equipment (including instructional technology) and transfers as they relate to the following instructional programs:

- Art
- Business
- Computer Science
- Drama/Theater
- English Language Arts
- Foreign Language
- Health
- Physical Education/Recreation
- Mathematics
- Music
- Outdoor Education
- Science
- Social Studies
- Extra-curricular/Co-curricular Activities

Unrestricted Fund Summary	Actual 2016-17	Approved 2017-18	Approved 2018-19	Approved Increase/ (Decrease)	% Change
17 Other Instructional Costs					
2 Contracted Services	\$ 852,822	\$ 991,626	\$ 940,569	\$ (51,057)	-5.15%
4 Other Charges	479,521	536,830	487,995	(48,835)	-9.10%
5 Land, Bldg, Equip Additional	177,616	75,000	75,000	-	0.00%
6 Land, Bldg, Equip Replacement	38,321	25,000	25,000	-	0.00%
9 Transfers	200,312	227,000	135,000	(92,000)	-40.53%
	\$ 1,748,592	\$ 1,855,456	\$ 1,663,564	\$ (191,892)	-10.34%
Restricted Fund Summary					
17 Other Instructional Costs					
2 Contracted Services	\$ 196,369	\$ 217,126	\$ 254,227	\$ 37,101	17.09%
4 Other Charges	62,177	472,950	429,605	(43,345)	-9.16%
5 Land, Bldg, Equip Additional	43,266	46,149	12,460	(33,689)	-73.00%
6 Land, Bldg, Equip Replacement	313,102	5,000	-	(5,000)	-100.00%
9 Transfers	11,739	18,821	12,791	(6,030)	-32.04%
	\$ 626,653	\$ 760,046	\$ 709,083	\$ (50,963)	-6.71%

Category 17 - Other Instructional Costs
Changes - FY 2019

Non-Restricted Budget Changes

1. Net decrease in other miscellaneous areas including admission and license fees	\$ (140,835)
2. Net decrease in various contracted services	<u>(51,057)</u>
Total Non-Restricted Decrease - Category 17- Other Instructional Costs	(191,892)

Restricted Budget Net Decrease - Category 17- Other Instructional Costs	<u>(50,963)</u>
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TOTAL DECREASE - Category 17- Other Instructional Costs	\$ (242,855)
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CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
OTHER INSTRUCTIONAL COSTS				
2 Contracted Services				
Maintenance & Repair of Equipment	\$142	\$0	\$0	\$0
Printing & Binding	13,176	21,292	20,864	20,864
Rental of Business Machines	355,457	405,645	391,016	392,016
Consultants	18,984	30,000	30,000	30,000
Laundry & Cleaning	35,210	35,000	35,000	35,000
Test Scoring	59,785	61,831	61,831	61,831
Game Officials	212,813	212,625	203,625	203,625
Outdoor School Meals	17,483	28,000	28,000	28,000
Other Contracted Services	<u>139,772</u>	<u>197,233</u>	<u>169,233</u>	<u>169,233</u>
Object Total	852,822	991,626	939,569	940,569
4 Other Charges				
Local Mileage Reimbursement	72,212	120,163	118,463	118,463
License Fees	213,309	202,500	177,500	177,500
Dues	9,038	8,674	6,834	6,834
Subscriptions	52,926	62,603	58,958	58,958
Conferences & Trainings	36,109	83,390	79,140	79,140
Admissions/Entrance Fees	81,722	52,700	32,800	40,300
Donations/Memorials	150	0	0	0
Miscellaneous - Other Charges	<u>14,055</u>	<u>6,800</u>	<u>6,800</u>	<u>6,800</u>
Object Total	479,521	536,830	480,495	487,995
5 Equipment Additional				
Data Processing Equipment	45,008	0	0	0
Motor Vehicles	65,325	0	0	0
Classroom Furniture & Equipment	<u>67,283</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>
Object Total	177,616	75,000	75,000	75,000
6 Equipment Replacement				
Classroom Furniture & Equipment	<u>38,321</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
Object Total	38,321	25,000	25,000	25,000
9 Transfers				
Out-Going Transfers to Other MD LEA's	101,506	45,000	45,000	45,000
Other Out-Going Transfers	<u>98,806</u>	<u>182,000</u>	<u>182,000</u>	<u>90,000</u>
Object Total	200,312	227,000	227,000	135,000
TOTAL OTHER INSTRUCTIONAL COSTS	\$1,748,592	\$1,855,456	\$1,747,064	\$1,663,564

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - RESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
OTHER INSTRUCTIONAL COSTS				
2 Contracted Services				
Printing & Binding	\$0	\$5,500	\$2,200	\$12,427
Consultants	600	7,900	1,500	1,500
Outdoor School Meals	121,151	132,000	132,000	132,000
Other Contracted Services	74,618	71,726	72,000	108,300
Object Total	<u>196,369</u>	<u>217,126</u>	<u>207,700</u>	<u>254,227</u>
4 Other Charges				
Local Mileage Reimbursement	7,451	13,804	6,686	6,686
Dues	190	490	0	0
Conferences & Trainings	37,602	70,006	30,000	36,079
Admissions/Entrance Fees	14,974	8,150	1,000	3,440
Donations/Memorials	1,875	0	0	0
Miscellaneous - Other Charges	85	380,500	383,400	383,400
Object Total	<u>62,177</u>	<u>472,950</u>	<u>421,086</u>	<u>429,605</u>
5 Equipment Additional				
Classroom Furniture & Equipment	43,266	46,149	12,460	12,460
Object Total	<u>43,266</u>	<u>46,149</u>	<u>12,460</u>	<u>12,460</u>
6 Equipment Replacement				
Classroom Furniture & Equipment	161,602	5,000	0	0
Relocateable Classroom	151,500	0	0	0
Object Total	<u>313,102</u>	<u>5,000</u>	<u>0</u>	<u>0</u>
9 Transfers				
Other Out-Going Transfers	11,739	18,821	12,791	12,791
Object Total	<u>11,739</u>	<u>18,821</u>	<u>12,791</u>	<u>12,791</u>
TOTAL OTHER INSTRUCTIONAL COSTS	\$626,653	\$760,046	\$654,037	\$709,083

OTHER INSTRUCTIONAL COSTS

The Other Instructional Costs Category consists of those activities which have as their purpose teaching students, aiding the teaching process, and improving the quality of the classroom instructional program.

Under this category are involved such activities as classroom instruction of pupils, school based media services, guidance services, and psychological services.

The budget category of Other Instructional Costs includes expenditures for contracted services, other charges, equipment additional, equipment replacement, and transfers.

				APPROVED BUDGET
CONTRACTED SERVICES				
Printing and Binding				
Most of the duplicating work is done in the schools or in the Central Office Print Room, but some special work is contracted with local printers. This is for report cards, high school brochures, certificate programs, revised elementary and middle school activities of studies, and parent permission forms for student activities.				
a. Hold for Striving Readers Year 1 (#039)	Restricted	5,011		
b. Judith P. Hoyer Early Learning Center (#046)	Restricted	2,200		
c. Hold for Striving Readers Year 2 (#139)	Restricted	<u>5,216</u>	<u>12,427</u>	
d. Schools	Unrestricted	5,300		
e. Director of High Schools	Unrestricted	10,664		
f. Student Body Activities	Unrestricted	1,000		
g. Curriculum	Unrestricted	450		
h. Outdoor School (#016)	Unrestricted	1,200		
i. Perkins Title I-C: Program Improvement (#029)	Unrestricted	750		
j. School Readiness - Elementary (#031)	Unrestricted	<u>1,500</u>	<u>20,864</u>	
				33,291
Rental of Business Machines				
Payments on lease purchase agreements and maintenance agreements for data processing equipment used in instructional activities. Items include reading systems and copiers for school based personnel.				
a. Schools	Unrestricted	355,029		
b. Student Body Activities	Unrestricted	500		
c. Student Services	Unrestricted	2,000		
d. Media/Resource Center	Unrestricted	2,125		
e. Outdoor School (#016)	Unrestricted	950		
f. Perkins Title I-C: Program Improvement (#029)	Unrestricted	24,000		
g. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	3,732		
h. Student Support Center (#081)	Unrestricted	2,580		
i. PRIDE - Elementary (#118)	Unrestricted	<u>1,100</u>		
				392,016
Consultants				
Individuals are utilized in in-service certification of teachers in special areas, summer workshops for teachers, staff development and to focus on particular areas of improvement.				
a. Fine Arts Initiatives (#205)	Restricted	1,500	1,500	
b. Fine Arts	Unrestricted	11,500		
c. Curriculum	Unrestricted	2,500		
d. Limited English Proficient (#238)	Unrestricted	3,000		
e. Multicultural Curriculum Development (#345)	Unrestricted	12,500		
f. Career Technology Education - Match (#429)	Unrestricted	<u>500</u>	<u>30,000</u>	
				31,500

OTHER INSTRUCTIONAL COSTS

**APPROVED
BUDGET**

CONTRACTED SERVICES - continued

Laundry and Cleaning

Cost which allows each of seven (7) high schools to clean and recondition athletic equipment for football and lacrosse.

a. Student Body Activities	Unrestricted		35,000
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Test Scoring

a. Curriculum	Unrestricted	14,031	
b. Perkins Title I-C: Program Improvement (#029)	Unrestricted	30,800	
c. Career Technology Education - Match (#429)	Unrestricted	<u>17,000</u>	
			61,831

Game Officials

To cover the cost of officials for various student sports.

a. Student Body Activities	Unrestricted		203,625
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Outdoor School Meals

To cover the cost of meals for students and faculty at Outdoor School.

a. Outdoor School (#016) - meals for students (reimbursed from student fees)	Restricted	132,000	
b. Outdoor School (#016) - meals for faculty	Unrestricted	<u>28,000</u>	
			160,000

Other Contracted Services

a. Hold for Striving Readers Year 1 (#039)	Restricted	28,100	
b. Judith P. Hoyer Early Learning Center (#046)	Restricted	17,000	
c. Hold for Striving Readers Year 2 (#139)	Restricted	8,200	
d. Substance Abuse Screening (#159)	Restricted	12,000	
e. Continuing Education Fair (#166)	Restricted	6,000	
f. CASE Summer Institutes (#189)	Restricted	27,000	
g. NCLB Title III-A: English Lang. Acquisition - LEP (#228)	Restricted	<u>10,000</u>	108,300
h. Gateway School	Unrestricted	25,000	
i. Student Body Activities	Unrestricted	93,600	
j. Fine Arts	Unrestricted	3,060	
k. Curriculum	Unrestricted	15,573	
l. Student Personnel Services/ All Levels	Unrestricted	2,500	
m. Perkins Title I-C: Program Improvement (#029)	Unrestricted	8,500	
n. Limited English Proficient (#238)	Unrestricted	1,000	
o. Multicultural Curriculum Development (#345)	Unrestricted	15,000	
p. Career Technology Education - Match (#429)	Unrestricted	<u>5,000</u>	<u>169,233</u>

277,533

TOTAL CONTRACTED SERVICES

1,194,796

OTHER INSTRUCTIONAL COSTS

**APPROVED
BUDGET**

OTHER CHARGES

Local Mileage Reimbursement

Reimbursement to employees in order to carry out their assigned duties, including negotiated mileage allowance for itinerant teachers.

a. NCLBA Title II-A: Teacher Quality (#032)	Restricted	1,647	
b. Judith P. Hoyer Early Learning Center (#046)	Restricted	4,000	
c. Parents As Teachers (PAT) - Judy Center (#336)	Restricted	<u>1,039</u>	6,686
d. Schools	Unrestricted	5,775	
e. Gateway	Unrestricted	500	
f. Curriculum	Unrestricted	21,600	
g. Student Services - Guidance	Unrestricted	10,000	
h. Student Services - Psychological Testing	Unrestricted	19,000	
i. Staff Development	Unrestricted	5,500	
j. Outdoor School (#016)	Unrestricted	1,700	
k. Serve America Sub-Grant (#024)	Unrestricted	163	
l. Perkins Title I-C: Program Improvement (#029)	Unrestricted	11,150	
m. Families Learning Together (#031)	Unrestricted	4,600	
n. Pre-Kindergarten (#056)	Unrestricted	500	
o. Carroll County Student Government Association (#098)	Unrestricted	275	
p. Home & Hospital Teaching (#113)	Unrestricted	15,000	
q. Interpretation and Translation Services (#237)	Unrestricted	1,500	
r. Limited English Proficient (#238)	Unrestricted	20,000	
s. Transitions Project (#361)	Unrestricted	1,000	
t. Career Technology Education - Match (#429)	Unrestricted	<u>200</u>	<u>118,463</u>
			125,149

License Fees

a. Technology Services	Unrestricted	175,000	
b. Curriculum	Unrestricted	2,000	
c. Career Technology Education - Match (#429)	Unrestricted	<u>500</u>	
			177,500

Dues

Payments for membership in professional organizations; payments for dues in athletic organizations.

a. Schools	Unrestricted	525	
b. Student Services - Guidance	Unrestricted	2,000	
c. Staff Development	Unrestricted	500	
d. Outdoor School (#016)	Unrestricted	400	
e. Perkins Title I-C: Program Improvement (#029)	Unrestricted	925	
f. Carroll County Student Government Association (#098)	Unrestricted	184	
g. Career Technology Education - Match (#429)	Unrestricted	<u>2,300</u>	
			6,834

OTHER INSTRUCTIONAL COSTS

**APPROVED
BUDGET**

OTHER CHARGES - continued

Subscriptions

Subscriptions to newspapers, magazines and other publications for classrooms, professional libraries, media centers, and athletic programs.

a. Schools	Unrestricted	52,875	
b. Gateway	Unrestricted	1,710	
c. Student Services - Guidance	Unrestricted	1,121	
d. Student Services - Psychological Testing	Unrestricted	202	
e. Outdoor School (#016)	Unrestricted	650	
f. Perkins Title I-C: Program Improvement (#029)	Unrestricted	<u>2,400</u>	

58,958

Conferences & Trainings

Costs of attending conferences, meetings, in-services, training and other professional development.

a. Hold for Striving Readers Year 1 (#039)	Restricted	4,250	
b. Judith P. Hoyer Early Learning Center (#046)	Restricted	3,000	
c. Hold for Striving Readers Year 2 (#139)	Restricted	1,829	
d. CTE Reserve Fund Grants (#229)	Restricted	27,000	<u>36,079</u>
Schools	Unrestricted	9,450	
Student Personnel Services	Unrestricted	4,700	
e. Curriculum	Unrestricted	7,000	
f. Staff Development	Unrestricted	7,300	
g. Gateway School	Unrestricted	2,700	
h. Outdoor School (#016)	Unrestricted	3,000	
i. Perkins Title I-C: Program Improvement (#029)	Unrestricted	8,000	
j. Families Learning Together (#031)	Unrestricted	6,600	
k. Interpretation and Translation Services (#237)	Unrestricted	7,240	
l. Limited English Proficient (#238)	Unrestricted	2,150	
m. Multicultural Curriculum Development (#345)	Unrestricted	3,000	
o. Career Technology Education - Match (#429)	Unrestricted	<u>18,000</u>	<u>79,140</u>

115,219

OTHER INSTRUCTIONAL COSTS

**APPROVED
BUDGET**

OTHER CHARGES - continued

Admission Fees

a. Children's Support Fund (#164)	Restricted	2,000		
b. Ready at Five Learning Parties (#236)	Restricted	<u>1,440</u>	3,440	
c. Schools	Unrestricted	100		
d. Curriculum	Unrestricted	7,500		
e. Gateway School	Unrestricted	3,700		
f. Concurrent Enrollment	Unrestricted	25,000		
g. Student Body Activities	Unrestricted	3,500		
h. Limited English Proficient (#238)	Unrestricted	<u>500</u>	<u>40,300</u>	43,740

Miscellaneous Other Charges

a. Judith P. Hoyer Early Learning Center (#046)	Restricted	3,400		
b. Various Grants Carryover (#800)	Restricted	300,000		
c. New Grants (#805)	Restricted	<u>80,000</u>	383,400	
d. Gateway School	Unrestricted	500		
e. Student Services - Guidance	Unrestricted	5,000		
f. Outdoor School (#016)	Unrestricted	100		
g. Perkins Title I-C: Program Improvement (#029)	Unrestricted	<u>1,200</u>	<u>6,800</u>	<u>390,200</u>

TOTAL OTHER CHARGES

917,600

EQUIPMENT ADDITIONAL

Classroom Furniture and Equipment

a. Perkins Title I-C: Program Improvement (#029)	Restricted	12,460	12,460	
b. Student Body Activities	Unrestricted	10,000		
c. Perkins Title I-C: Program Improvement (#029)	Unrestricted	15,000		
d. Career Technology Education - Match (#429)	Unrestricted	<u>50,000</u>	<u>75,000</u>	<u>87,460</u>

TOTAL EQUIPMENT ADDITIONAL

87,460

OTHER INSTRUCTIONAL COSTS

**APPROVED
BUDGET**

EQUIPMENT REPLACEMENT

Classroom Furniture & Equipment

a. Career Technology Education - Match (#429)	Unrestricted	<u>25,000</u>	
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TOTAL EQUIPMENT REPLACEMENT

25,000

TRANSFERS

Out-Going Transfers to Other MD LEA's

Student Personnel Services:

a. Out-Going Transfers to Other MD LEA's	Unrestricted		45,000
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Other Out-Going Transfers

b. NCLBA Title II-A: Teacher Quality (#032)	Restricted	<u>12,791</u>	12,791
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c. Adjudicated Youth Placement costs	Unrestricted	<u>90,000</u>	<u>102,791</u>
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TOTAL TRANSFERS

147,791

TOTAL OTHER INSTRUCTIONAL COSTS

\$2,372,647



Section III

Debt Service Fund & Food Service Fund

Debt Service Fund

The debt service fund represents the long term debt incurred for the construction of school facilities and consists of school construction bonds issued by the Carroll County Commissioners. All debt service payments are made by the County Commissioners of Carroll County. The information presented represents the local interest and principal obligation for local government.

Debt Service Fund Summary	Actual 2016-17	Approved 2017-18	Approved 2018-19	Approved Increase/ (Decrease)	% Change
14 Debt Service					
Interest - Local Share	\$ 3,720,375	\$ 3,630,500	\$ 3,286,080	\$ (344,420)	-9.49%
Principal - Local Share	12,414,435	7,671,530	7,069,610	(601,920)	-7.85%
Total Debt Service	\$ 16,134,810	\$ 11,302,030	\$ 10,355,690	\$ (946,340)	-8.37%

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - DEBT SERVICE FUND
 DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
REVENUES				
Sources of Funding				
Local Government	\$ 16,134,810	\$ 11,302,030	\$ 10,345,000	\$ 10,355,690
TOTAL FUNDING	<u>\$ 16,134,810</u>	<u>\$ 11,302,030</u>	<u>\$ 10,345,000</u>	<u>\$ 10,355,690</u>
 EXPENDITURES				
Debt Service				
Interest - Local Share	\$ 3,720,375	\$ 3,630,500	\$ 3,275,000	\$ 3,286,080
Principal - Local Share	12,414,435	7,671,530	7,070,000	7,069,610
TOTAL DEBT SERVICE	<u>\$ 16,134,810</u>	<u>\$ 11,302,030</u>	<u>\$ 10,345,000</u>	<u>\$ 10,355,690</u>

Food Service Fund

The food service fund includes all activities and expenses associated with providing food to students and staff in Carroll County Public Schools. The food service program is basically self supporting.

Expenditures for employee benefits include employees pension/retirement costs, social security payments, sick leave conversion benefits, medical, optical, and dental insurances, and workers' compensation insurance. Food service employees also receive an employee benefit subsidy for out-of-pocket insurance costs.

Food Service Fund Summary	Actual 2016-17	Approved 2017-18	Approved 2018-19	Approved Increase/ (Decrease)	% Change
08 Fixed Charges					
4 Other Charges	\$ 1,038,168	\$ 1,101,990	\$ 1,085,548	\$ (16,442)	-1.49%
09 Food Services					
1 Salaries	2,117,829	2,176,814	2,274,452	97,638	4.49%
2 Contracted Services	18,438	40,000	40,000	-	0.00%
3 Supplies/Materials	2,695,803	2,696,196	2,795,000	98,804	3.66%
4 Other Charges	10,792	15,000	20,000	5,000	33.33%
5 Land, Bldg, Equip Additional	6,495	50,000	50,000	-	0.00%
6 Land, Bldg, Equip Replacement	114,490	200,000	235,000	35,000	17.50%
Total Food Services	4,963,847	5,178,010	5,414,452	236,442	4.57%
Total Food Service Fund	\$ 6,002,015	\$ 6,280,000	\$ 6,500,000	\$ 220,000	3.50%

Food Service Fund Revenues
2018-2019 Approved Food Service Fund Budget

FOOD SERVICE FUND REVENUES	ACTUAL REVENUES 2016-17	APPROVED BUDGET 2017-18	APPROVED BUDGET 2018-19	INCREASE (DECREASE) OVER 2017-18	PERCENT INCREASE OVER 2017-18
I. Local Revenue	-	-	-	-	0.00%
Total Local Revenue	-	-	-	-	0.00%
II. State Revenue					
State Breakfast/Lunch	79,547	80,000	80,000	-	0.00%
Total State Revenue	79,547	80,000	80,000	-	0.00%
III. Federal Revenue					
U.S.D.A. Commodities	426,780	400,000	400,000	-	0.00%
Federal Lunch	2,113,566	2,100,000	2,150,000	50,000	2.38%
Federal Breakfast	640,939	585,000	600,000	15,000	2.56%
Total Federal Revenue	3,181,285	3,085,000	3,150,000	65,000	2.11%
IV. Sales and Other Revenue					
Child Breakfast	140,318	105,000	140,000	35,000	33.33%
Child Lunch	1,825,211	1,850,000	1,840,000	(10,000)	-0.54%
A La Carte	1,190,244	1,100,000	1,240,000	140,000	12.73%
Early Childhood Programs	21,625	12,000	12,000	-	0.00%
Miscellaneous	79,917	48,000	38,000	(10,000)	-20.83%
Total Sales and Other Revenue	3,257,315	3,115,000	3,270,000	155,000	4.98%
TOTAL FOOD SERVICE	6,518,147	6,280,000	6,500,000	220,000	3.50%

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - RESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
FIXED CHARGES				
4 Other Charges				
Employee Fringe Benefits				
Employee Retirement	\$ 163,812	\$ 182,725	\$ 192,994	\$ 192,994
Employees Social Security	155,229	152,756	155,130	155,130
Sick Leave Conversion	-	2,500	-	-
Life Insurance	1,289	1,275	890	890
Long Term Disability	317	319	298	298
Optical Plan	120	194	158	158
Medical Insurance	573,753	625,201	606,729	606,729
Workers' Compensation	102,080	98,627	89,802	89,802
Dental Insurance	22,068	18,393	19,547	19,547
Employee Benefit Subsidy	19,500	20,000	20,000	20,000
Object Total	<u>1,038,168</u>	<u>1,101,990</u>	<u>1,085,548</u>	<u>1,085,548</u>
TOTAL FIXED CHARGES	\$ 1,038,168	\$ 1,101,990	\$ 1,085,548	\$ 1,085,548

FIXED CHARGES

This category consists of charges for the employer's share of retirement, social security, term life insurance, worker's compensation, health insurance and sick leave pay.

OTHER CHARGES	APPROVED BUDGET
Employee Retirement/Pension Provides funds for the employer's share of contributions to the State T Employees Retirement System and Employee Pension System.	192,994
Employee Social Security This account includes the required employer contributions for all employees.	155,130
Employee Fringe Benefits This item includes the costs of insurance premiums for employees' life, medical, dental, and optical insurances, and worker's compensation insurance.	
Medical Insurance	606,729
Dental Insurance	19,547
Workers' Compensation	89,802
Other Benefits	<u>21,346</u>
	<u>737,424</u>
TOTAL FIXED CHARGES	\$1,085,548

CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - RESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2016-17	Approved Budget 2017-18	Proposed Budget 2018-19	Approved Budget 2018-19
FOOD SERVICES				
Positions				
1. Exempt	2.00	2.00	2.00	2.00
2. Non-exempt	98.21	99.78	99.78	99.78
Total Positions	<u>100.21</u>	<u>101.78</u>	<u>101.78</u>	<u>101.78</u>
1 Salaries and Wages				
Regular Classified	\$ 1,750,863	\$ 1,790,335	\$ 1,820,534	\$ 1,820,534
Temporary Classified	90,789	90,000	98,124	98,124
Regular Professional	181,527	192,041	192,041	192,041
Educational Add-Ons Classified	12,784	13,038	13,865	13,865
Overtime Classified	80,137	90,000	90,000	90,000
Retirement Incentives	329	-	-	-
Funds for Negotiated Agreements	-	-	58,488	58,488
Insurance Opt-Out	1,400	1,400	1,400	1,400
Object Total	<u>2,117,829</u>	<u>2,176,814</u>	<u>2,274,452</u>	<u>2,274,452</u>
2 Contracted Services				
Maintenance & Repair of Equipment	-	2,000	2,000	2,000
Other Contracted Services	18,438	38,000	38,000	38,000
Object Total	<u>18,438</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>
3 Supplies and Materials				
Clothing and Footwear	11,717	16,196	15,000	15,000
Equipment Maintenance & Repair Supplies	63,490	70,000	80,000	80,000
Non-Food Supplies	20,454	30,000	30,000	30,000
Food	2,419,072	2,425,000	2,505,000	2,505,000
Food Related Supplies	123,749	135,000	130,000	130,000
Other Food Service Supplies	54,321	10,000	25,000	25,000
Other Non-Instructional Supplies	3,000	10,000	10,000	10,000
Object Total	<u>2,695,803</u>	<u>2,696,196</u>	<u>2,795,000</u>	<u>2,795,000</u>
4 Other Charges				
Local Mileage Reimbursement	4,329	7,000	5,000	5,000
License Fees	-	500	500	500
Postage	816	500	1,000	1,000
Food Locker Storage	1,477	1,000	2,000	2,000
Gasoline	3,431	4,500	4,000	4,000
Dues	218	500	1,000	1,000
Subscriptions	-	-	1,000	1,000
Professional Development	330	500	3,000	3,000
Miscellaneous - Other Charges	191	500	2,500	2,500
Object Total	<u>10,792</u>	<u>15,000</u>	<u>20,000</u>	<u>20,000</u>
5 Equipment Additional				
Cafeteria Equipment	6,495	50,000	50,000	50,000
Object Total	<u>6,495</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
6 Equipment Replacement				
Cafeteria Equipment	114,490	200,000	235,000	235,000
Object Total	<u>114,490</u>	<u>200,000</u>	<u>235,000</u>	<u>235,000</u>
TOTAL FOOD SERVICES	\$ 4,963,847	\$ 5,178,010	\$ 5,414,452	\$ 5,414,452

FOOD SERVICE FUND

Food Services consists of those activities where the food service managers and food service staff prepare and serve regular and incidental meals.

SALARIES AND WAGES	Full-Time Equivalent	APPROVED BUDGET
Existing Positions		
Exempt		
Supervisor - Food Services	1.00	
Assistant Supervisor - Food Services	<u>1.00</u>	
Total Existing Exempt Positions	2.00	\$192,041
Non-exempt		
Secretary III - 12 Month	1.00	
Food Services Area Manager	1.00	
Cafeteria Managers - 10 Month	27.00	
Cafeteria Assistant Manager - 10 Month	1.00	
Cafeteria Workers - 10 Month	<u>69.78</u>	
Total Existing Non-exempt Positions	99.78	<u>1,820,534</u>
Total Existing Positions	101.78	\$2,012,575
Other Salaries		
Temporary Non-exempt Wages		98,124
Educational Add-Ons for Non-Exempt Staff		13,865
Overtime for Non-exempt Staff		90,000
Funds for Negotiated Agreements		58,488
Insurance Opt-Out		<u>1,400</u>
TOTAL SALARIES AND WAGES		2,274,452
CONTRACTED SERVICES		
Maintenance and Repair of Equipment		
Cost for outside vendors to maintain and repair equipment.		2,000
Other Contracted Services		
Other contracts for service providers		<u>38,000</u>
TOTAL CONTRACTED SERVICES		40,000
SUPPLIES AND MATERIALS		
Clothing and Footwear		
Uniforms for Food Services personnel as required by negotiated agreement.		15,000
Equipment Maintenance and Repair Supplies		
Purchase of parts used to repair and maintain equipment.		80,000
Food Related Supplies		
Supplies and materials used in Food Services operation other than food. Items include detergent, dish towels, dispensers, disposable cups, plates, napkins and silverware.		130,000

FOOD SERVICE FUND

	APPROVED BUDGET
SUPPLIES AND MATERIALS - continued	
Food	
Provides funds to purchase food.	2,505,000
Other Food Service Supplies	
Supplies needed for Food Service operations.	55,000
Miscellaneous Non-Instructional Materials and Supplies	<u>10,000</u>
TOTAL SUPPLIES AND MATERIALS	2,795,000
OTHER CHARGES	
Local Mileage Reimbursement	
Reimbursement to personnel carrying out assigned duties.	5,000
License Fees	500
Postage	1,000
Rental of Food Lockers	
Rental of food storage locker where government commodities can be stored.	2,000
Gasoline	4,000
Dues and Subscriptions	2,000
Professional Development	
Training for staff members in Food Service	3,000
Miscellaneous - Other Charges	<u>2,500</u>
TOTAL OTHER CHARGES	20,000
EQUIPMENT ADDITIONAL	
Cafeteria Equipment	50,000
EQUIPMENT REPLACEMENT	
Cafeteria Equipment	<u>235,000</u>
TOTAL FOOD SERVICES	\$5,414,452



Section IV

Grant Information & Enrollment Data

Individuals with Disabilities Education Act (IDEA) Part B – Special Education

Estimated Funding / FTEs: \$ 5,450,324 / 69.10

Purpose of Grant: Formula and discretionary grants to provide educational services to students with disabilities in the school system.

IDEA Parts B & C – Infant & Toddler Program

Estimated Funding / FTEs: \$ 274,344 / 2.20

Purpose of Grant: To develop and implement a comprehensive, coordinated, multi-disciplinary, interagency system that provides early intervention services for infants and toddlers with disabilities and their families. Services are provided through a cooperative agreement with the Carroll County Health Department, Department of Social Services, and Human Services programs.

Medicaid

Estimated Funding / FTEs: \$ 1,402,573 / 20.10

Purpose of Grant: To address special education and health-related needs of children across the school system.

Perkins Vocational & Technical Education Act – (Perkins) Program Development

Estimated Funding / FTEs: \$ 206,430 / 0.00

Purpose of Grant: To provide career and technology education programs that are aligned with current labor market demands.

Judy Center and Prekindergarten Expansion

Estimated Funding / FTEs: \$ 469,155 / 6.00

Purpose of Grant: To address early learning needs via new Judy Center programs and full-day prekindergarten classes based at Elmer Wolfe and Cranberry Station elementary schools.

Every Student Succeeds Act (ESSA)

Title I, Part A – Improving Basic Programs

Estimated Funding / FTEs: \$ 2,047,975 / 23.80

Purpose of Grant: To improve the academic achievement of at-risk students in schools with high percentages of students eligible for free and reduced price meals through additional instructional services for students, staff training, and parental support.

ESSA Title II, Part A –

Supporting Effective Instruction

Estimated Funding / FTEs: \$ 506,743 / 2.40

Purpose of Grant: To increase student achievement by improving teacher and principal quality through staff development and reducing class size.

ESSA Title III – English Language Acquisition

Estimated Funding / FTEs: \$ 42,031 / 0.00

Purpose of Grant: To ensure that children with limited English proficiency develop high levels of academic achievement in English through high-quality language instruction programs staffed by trained professionals.

Assorted Small or New Grants

Estimated Funding / FTEs: \$ 622,873 / 0.00

Purpose of Funds: Other small or new grants received from various parts of the federal government to be used as directed by the giver.

Other Federal Revenue

Grant Carry-Forwards: \$ 2,000,000 / 0.00

FY 2019 Grant Summary – State Funding

Estimated Funding / FTEs: \$ 5,739,475 / 2.90

Agging Schools / QZAB

Estimated Funding / FTEs: \$ 137,261 / 0.00

Purpose of Grant: To assist the school system in upgrading aging school facilities.

Infants and Toddlers Program

Estimated Funding / FTEs: \$ 271,366 / 1.90

Purpose of Grant: To develop and implement a comprehensive, coordinated, multi-disciplinary, interagency system that provides early intervention services for infants and toddlers with disabilities and their families. Services are provided through a cooperative agreement with the Carroll County Health Department, Department of Social Services, and Human Services programs.

Judy Center

Estimated Funding / FTEs: \$ 318,611 / 1.00

Purpose of Grant: To establish an early child care and education center serving children birth through age 5 at Robert Moton Elementary School to promote school readiness.

Non-Public Placements

Estimated Funding / FTEs: \$ 3,300,000 / 0.00

Purpose of Grant: To provide for the placement of students with disabilities in an appropriate educational environment.

Parents As Teachers

Estimated Funding / FTEs: \$ 69,640 / 0.00

Purpose of Funds: To enhance child development and school readiness for children from birth through five through early childhood parent education and a family support program.

Quality Teacher Incentives

Estimated Funding / FTEs: \$ 118,677 / 0.00

Purpose of Grant: To provide a match for local incentive payments to teachers holding national teacher certification.

Striving Readers Comprehensive Literacy Grant

Estimated Funding / FTEs: \$ 1,022,268 / 0.00

Purpose of Grant: Years 1 and 2 (due to non-fiscal year grant period). To improve PreK-12 curricula with differentiated that support reading and writing instruction and to improve teacher capacity to deliver instruction and targeted interventions.

Assorted Small Grants

Estimated Funding / FTEs: \$ 151,652 / 0.00

Purpose of Funds: Other small grants received from various parts of the State government to be used as directed by the giver.

Other Restricted State Revenue

Grant Carry-Forwards: \$ 350,000 / 0.00

FY 2019 Grant Summary – Other Funding

Estimated Funding / FTEs: \$ 824,242 / 3.80

Tuition & Fees – Summer School Programs

Estimated Funding / FTEs: \$ 47,669 / 0.00

Purpose of Funds: Tuition and fees paid by students participating in summer programs.

Tuition & Fees – Carroll Co. General Hospital

Estimated Funding / FTEs: \$ 31,187 / 0.00

Purpose of Funds: Fees paid by Carroll County General Hospital for providing tutoring to patients.

Outdoor School

Estimated Funding / FTEs: \$ 132,000 / 0.00

Purpose of Funds: Receipts from students and expenditures for student meals while at Carroll County Outdoor School at Hashawha Environmental Center.

Assorted Small Grants and Donations

Estimated Funding / FTEs: \$ 463,386 / 3.80

Purpose of Funds: Other small grants and donations received from non-governmental individuals and organizations used as directed by the giver.

Other Non-Governmental Revenue

Grant Carry-Forwards: \$ 150,000 / 0.00

Individuals with Disabilities Education Act Funding Information

The federal Individuals with Disabilities Education Act (IDEA) was reauthorized in 2004. Part B, Section 611(a)2 of the Act¹ provides the maximum amount to be provided to the States. While the generally understood intent was for federal funding to be 40% of the cost of special education, the actual calculation is forty percent of national average per pupil expenditures multiplied by the number of children with disabilities served in the 2004-2005 school year, subject to several adjustments annually.

Actual federal appropriations are significantly less than the maximum authorized amounts. While the federal appropriation varies annually, it has recently been between 12.1% and 18.2%. “Full” funding of IDEA in fiscal year 2008 would have required an additional \$14.5 billion to be appropriated by Congress and this amount has likely increased since then. As a result, a greater portion of the financial burden relating to educating students in accordance with IDEA falls to the state and local levels. The American Recovery and Reinvestment Act (ARRA) provided additional federal funding for the education of children with disabilities, but this funding only covered two fiscal years. As new federal funding generally can only be used to cover additional or increased expenditures, it is difficult to dramatically affect the federal funding percentage even with new federal funding under current federal regulations.

Carroll County Public Schools special education expenditures and federal special education revenues in the general operating fund for fiscal year 2017 through 2019 are:

	FY 2017 (Actual)	FY 2018 (Budgeted)	FY 2019 (Budgeted)
Expenditures:			
Category 13 – Special Education	\$40,071,307	\$42,548,160	\$43,226,364
Category 08 – Fixed Charges – Special Education Portion	10,752,663	10,785,633	10,931,236
Category 05 – Student Transportation – Special Transportation Programs	<u>6,353,209</u>	<u>6,171,689</u>	<u>6,244,875</u>
Total Special Education Expenditures	\$57,177,179	\$59,505,482	\$60,402,475
Federal Funding Received Under IDEA	\$5,667,549	\$5,801,815	\$5,724,668
Percent of Costs Covered by IDEA	9.91%	9.75%	9.48%

¹ PART B—ASSISTANCE FOR EDUCATION OF ALL CHILDREN WITH DISABILITIES
SEC. 611. AUTHORIZATION; ALLOTMENT; USE OF FUNDS; AUTHORIZATION OF APPROPRIATIONS.

(a) GRANTS TO STATES.—

(2) MAXIMUM AMOUNT.—The maximum amount of the grant a State may receive under this section—

(B) for fiscal year 2007 and subsequent fiscal years is—

(i) the number of children with disabilities in the 2004–2005 school year in the State who received special education and related services—

(I) aged 3 through 5 if the State is eligible for a grant under section 619; and

(II) aged 6 through 21; multiplied by

(ii) 40 percent of the average per-pupil expenditure in public elementary schools and secondary schools in the United States; adjusted by

(iii) the rate of annual change in the sum of—

(I) 85 percent of such State’s population described in subsection (d)(3)(A)(i)(II); and

(II) 15 percent of such State’s population described in subsection (d)(3)(A)(i)(III).

SCHOOL ENROLLMENTS and ENROLLMENT PROJECTIONS

Elementary School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change	Projected	
	14-15	15-16	16-17	17-18	18-19	Over Prior	19-20	20-21
CARROLLTOWNE ELEMENTARY	520	498	532	545	557	12	568	574
CHARLES CARROLL ELEMENTARY	271	229	n/a	n/a	n/a	n/a	n/a	n/a
CRANBERRY STATION ELEMENTARY	478	496	523	509	510	1	501	508
EBB VALLEY ELEMENTARY	470	474	538	545	532	(13)	515	521
ELDERSBURG ELEMENTARY	467	469	470	454	443	(11)	442	440
ELMER WOLFE ELEMENTARY	379	374	417	407	390	(17)	380	380
FREEDOM ELEMENTARY	488	468	477	511	513	2	537	539
FRIENDSHIP VALLEY ELEMENTARY	489	484	465	497	488	(9)	473	471
HAMPSTEAD ELEMENTARY	339	335	346	357	366	9	378	377
LINTON SPRINGS ELEMENTARY	590	618	617	628	609	(19)	611	619
MANCHESTER ELEMENTARY	593	595	612	626	615	(11)	605	590
MECHANICSVILLE ELEMENTARY	527	475	463	461	464	3	452	464
MT. AIRY ELEMENTARY	510	465	455	436	452	16	453	463
PARR'S RIDGE ELEMENTARY	434	449	445	455	449	(6)	453	452
PINEY RIDGE ELEMENTARY	598	587	540	530	512	(18)	495	496
ROBERT MOTON ELEMENTARY	401	394	408	416	409	(7)	404	410
RUNNYMEDE ELEMENTARY	529	525	595	589	598	9	603	615
SANDYMOUNT ELEMENTARY	450	436	425	450	448	(2)	457	461
SPRING GARDEN ELEMENTARY	551	532	487	451	426	(25)	403	412
TANEYTOWN ELEMENTARY	415	398	406	406	388	(18)	385	384
WESTMINSTER ELEMENTARY	472	469	492	521	515	(6)	505	526
WILLIAM WINCHESTER ELEMENTARY	519	615	582	547	518	(29)	500	494
WINFIELD ELEMENTARY	626	505	517	540	551	11	550	568
ELEMENTARY TOTALS (total without rounding)	11,116	10,885	10,808	10,876	10,754	(128)	10,672	10,764
Increase/(Decrease)	(248)	(231)	(77)	68	(122)	(128)	(82)	92

Middle School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change	Projected	
	14-15	15-16	16-17	17-18	18-19	Over Prior	19-20	20-21
MT. AIRY MIDDLE	607	638	758	737	679	(58)	689	661
NEW WINDSOR MIDDLE	396	382	n/a	n/a	n/a	n/a	n/a	n/a
NORTH CARROLL MIDDLE	583	590	587	617	628	11	626	629
NORTHWEST MIDDLE	484	512	640	653	664	11	670	656
OKLAHOMA ROAD MIDDLE	779	759	752	748	739	(9)	689	712
SHILOH MIDDLE	642	657	660	661	656	(5)	628	605
SYKESVILLE MIDDLE	815	800	802	761	772	11	766	751
WESTMINSTER EAST MIDDLE	730	710	700	712	719	7	750	741
WESTMINSTER WEST MIDDLE	986	1,017	1,031	962	938	(24)	950	940
MIDDLE SCHOOL TOTALS	6,022	6,065	5,930	5,851	5,795	(56)	5,768	5,695
Increase/(Decrease)	(79)	43	(135)	(79)	(56)	(56)	(27)	(73)

SCHOOL ENROLLMENTS and ENROLLMENT PROJECTIONS

High School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change Over Prior	Projected	
	14-15	15-16	16-17	17-18	18-19		19-20	20-21
CENTURY HIGH	1,124	1,094	1,093	1,133	1,145	12	1,132	1,113
FRANCIS SCOTT KEY HIGH	958	948	954	921	922	1	893	850
LIBERTY HIGH	1,077	1,095	1,106	1,101	1,066	(35)	1,061	1,024
MANCHESTER VALLEY HIGH	791	761	1,357	1,341	1,333	(8)	1,377	1,376
NORTH CARROLL HIGH	720	700	n/a	n/a	n/a	n/a	n/a	n/a
SOUTH CARROLL HIGH	1,071	1,031	1,053	1,048	1,029	(19)	996	966
WESTMINSTER HIGH	1,547	1,512	1,506	1,537	1,547	10	1,537	1,511
WINTERS MILL HIGH	1,092	1,084	1,084	1,113	1,139	26	1,125	1,134
HIGH SCHOOL TOTALS	8,380	8,225	8,153	8,194	8,181	(13)	8,121	7,974
Increase/(Decrease)	(90)	(155)	(72)	41	(13)	(13)	(60)	(147)

Other School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change Over Prior	Projected	
	14-15	15-16	16-17	17-18	18-19		19-20	20-21
GATEWAY SCHOOL	62	65	61	72	72	0	71	71
CROSSROADS	9	13	10	9	9	0	9	9
PRIDE	16	21	17	15	15	0	15	15
CARROLL SPRINGS SCHOOL	50	34	35	54	54	0	53	53
POST SECONDARY	30	24	29	37	37	0	36	36
FLEXIBLE STUDENT SUPPORT	26	27	23	22	22	0	22	22
OTHER SCHOOL TOTALS	193	184	175	209	209	0	206	206
Increase/(Decrease)	(28)	(9)	(9)	34	0	0	(3)	0

Total Enrollment (FTE)								
	Actual				Projected	Change Over Prior	Projected	
	14-15	15-16	16-17	17-18	18-19		19-20	20-21
GRAND TOTAL (total without rounding)	25,711	25,359	25,066	25,130	24,938	(197)	24,766	24,636
TOTAL INCREASE/DECREASE	(445)	(352)	(293)	64	(192)	(197)	(172)	(130)



Section V

Capital Improvement Program Information

**Board of Education for Carroll County
Capital Improvement Fund Budget
Fiscal Year 2019**

<u>Project</u>	Local	State
General Paving Projects	\$ 625,000.00	\$ -
Relocatable Classroom Removal	175,000.00	-
Sandymount Elementary Roof Replacement	722,158.00	842,000.00
Linton Springs Elementary Roof Replacement	763,000.00	973,000.00
Westminster High Electrical Equipment Replacement	820,000.00	1,180,000.00
High School Science Room Renovations	1,141,000.00	1,278,000.00
Sandymount Elementary HVAC Replacement	1,999,000.00	2,716,000.00
Winfield Elementary HVAC Replacement	515,000.00	-
Technology Improvements	1,000,000.00	-
Carrolltowne Elementary Roof Replacement	615,000.00	-
Runnymede Elementary Roof Replacement	(68,000.00)	-
Francis Scott Key Roof Replacement	(197,000.00)	-
Westminster High Roof Replacement	(350,000.00)	-
Elmer Wolfe Elementary Roof Replacement	290,000.00	-
Westminster High Roof Replacement	(290,000.00)	-
Robert Moton Elementary Roof Replacement	140,000.00	-
Runnymede Elementary Roof Replacement	(140,000.00)	-
Infrastructure Renewal	2,164,337.00	-
Manchester Valley High Construction	(118,868.54)	-
Freedom Elementary Full-Day Kindergarten Addition	(223.66)	-
South Carroll High Fine Arts Addition	(1,600,596.92)	-
Robert Moton Elementary Full-Day Kindergarten Addition	(26,968.20)	-
Hampstead Elementary HVAC Replacement	(83,431.04)	-
Energy Efficiency Projects	(68,581.50)	-
Sykesville Middle Window Replacement	(3,986.41)	-
Winters Mill High Construction	(87,029.26)	-
North Carroll Middle Renovation	(174,652.42)	-
Career & Technology Center *	10,471,194.00	-
Manchester Valley High Construction	(1,430,489.57)	-
South Carroll High Fine Arts Addition	(249,551.63)	-
Westminster High HVAC Replacement	(1,916,157.50)	-
William Winchester Elementary Full-Day Kindergarten Addition	(1,089,865.37)	-
Winfield Elementary Full-Day Kindergarten Addition	(430,743.73)	-
Mount Airy Middle Construction	(8,600.00)	-
Robert Moton Elementary Full-Day Kindergarten Addition	(364,598.56)	-
Hampstead Elementary Roof Replacement	(401,352.20)	-
Charles Carroll Elementary HVAC Replacement	(120,312.98)	-
Freedom Elementary Roof Replacement	(547,543.40)	-
Roof Replacements	(118,000.00)	-
Freedom Elementary Heat Plant Conversion	(843,469.41)	-
William Winchester Elementary Roof Replacement	(336,475.85)	-
West Middle Roof Replacement	(601,642.43)	-
Carroll Springs Roof Replacement	(208,419.83)	-
Taneytown Elementary Roof Replacement	(281,659.81)	-
Manchester Elementary HVAC Replacement	(179,246.95)	-
Manchester Elementary Roof Replacement	(246,105.19)	-
Career & Technology Center Roof Replacement	(515,601.52)	-
Mechanicsville Elementary Roof Replacement	(234,749.68)	-
Westminster Elementary Roof Replacement	(346,608.89)	-
	-	-
Total Expenditures	<u>7,760,158.00</u>	<u>6,989,000.00</u>

Appropriation Amounts Adjusted for Rounding

FY 2020-2024 CAPITAL IMPROVEMENT PROGRAM PLAN

(\$,000 omitted)

Project Title	FY2020			FY2021			FY2022			FY2023			FY2024			Total
	State	Local		State	Local		State	Local		State	Local		State	Local		
Modernizations																
CCC/TC Project	\$ 4,700	\$ 4,264					\$ 3,300	\$ 27,692	\$ 19,244							\$ 59,200
Westminster K-8 School		\$ 100														\$ 100
Westminster West MS Modernization									\$ 70					\$ 4,651		\$ 4,721
Roof Replacements																
Cranberry Station ES - Roof Replacement	\$ 851	\$ 667														\$ 1,518
Winfield ES - Roof Replacement				\$ 1,095	\$ 859											\$ 1,954
Spring Garden ES - Roof Replacement					\$ 911	\$ 717										\$ 1,628
Oklahoma Road MS - Roof Replacement										\$ 1,831	\$ 1,436					\$ 3,267
Century HS - Roof Replacement												\$ 2,359	\$ 1,852			\$ 4,211
																\$ -
HVAC-Replacements																
Winfield ES - System Replacement	\$ 3,892	\$ 2,866														\$ 6,758
Spring Garden ES - System Replacement		\$ 439	\$ 3,321	\$ 2,444												\$ 6,204
Oklahoma Road MS - System Replacement			\$ 659	\$ 4,984	\$ 3,668											\$ 9,311
Northwest MS - System Replacement					\$ 589	\$ 3,279										\$ 8,324
Carrolltowne ES - System Replacement										\$ 4,456	\$ 3,279					\$ 9,678
Liberty HS - System Replacement												\$ 685	\$ 5,179	\$ 3,814		\$ 9,678
														\$ 1,373		\$ 1,373
Kindergarten Additions																
Taneytown ES Kindergarten Addition	\$ 981	\$ 868														\$ 1,849
Cranberry Station ES Kindergarten Addition	\$ 783	\$ 690														\$ 1,473
Friendship Valley ES Kindergarten Addition	\$ 190	\$ 1,330	\$ 1,612	\$ 1,330												\$ 3,132
Sandymount ES Kindergarten Addition	\$ 95	\$ 664	\$ 807	\$ 664												\$ 1,566
Science Room Renovation																
Westminster High	\$ 1,664	\$ 1,482														\$ 3,146
Annual Requests																
Security Improvements		\$ 660			\$ 690			\$ 725	\$ 760					\$ 800		\$ 3,635
Technology Improvements		\$ 825		\$ 1,730	\$ 1,085			\$ 875	\$ 500					\$ 900		\$ 4,830
Paving		\$ 865		\$ 1,085	\$ 190			\$ 1,100	\$ 1,100					\$ 1,000		\$ 4,900
Roofing Improvements		\$ 180			\$ 185			\$ 190	\$ 195					\$ 200		\$ 570
Relocatable Classroom Movement		\$ 50			\$ 50			\$ 50	\$ 50					\$ 50		\$ 380
Barrier Free Modifications																\$ 250
Electrical Service Upgrades																
Sykesville Middle Electrical Equipment Replacement		\$ 75	\$ 443	\$ 307												\$ 825
Window Replacements																
South Carroll High Window Replacement	\$ 885	\$ 615			\$ 150	\$ 885	\$ 615									\$ 1,500
Westminster High Window Replacement																\$ 1,650
	\$ 13,756	\$ 14,931	\$ 7,278	\$ 13,453	\$ 34,472	\$ 27,593	\$ 6,287	\$ 8,005	\$ 7,538	\$ 14,640	\$ 147,953					

PREPARED BY THE BUDGET DEPARTMENT

**Carroll County Public Schools
Westminster, Maryland**

Christopher J. Hartlove, Chief Financial Officer

Andrew C. Sexton, Supervisor of Budget & Grants

Terrence J. Cannon, Budget Analyst

NOTICE OF NON-DISCRIMINATION

The Carroll County Public Schools (CCPS) is firmly committed to creating equal employment and educational opportunities for all persons with regard to its employment practices and in the provision of services, programs, and activities.

The CCPS does not discriminate on the basis of age, color, genetic information, marital status, mental or physical disability, ancestry or national origin, race, religion, sex, or sexual orientation. The CCPS provides non-discriminatory access to school facilities in accordance with its policies and regulations regarding the community use of schools (including, but not limited to, the Boy Scouts).

The following person has been designated to handle inquiries regarding the non-discrimination policies:

Gregory J. Bricca, Director of Research and Accountability
125 North Court Street, Westminster, Maryland 21157
410-751-3068

ADA ACCESSIBILITY STATEMENT

The Carroll County Public Schools (CCPS) does not discriminate on the basis of disability in employment or the provision of services, programs or activities. Persons needing auxiliary aids and services for communication should contact the Office of Community and Media Relations at 410-751-3020 or publicinfo@carrollk12.org, or write to Carroll County Public Schools, 125 North Court Street, Westminster, Maryland 21157. Persons who are deaf, hard of hearing, or have a speech disability, may use Relay or 7-1-1. Please contact the school system at least one (1) week in advance of the date the special accommodation is needed.

Information concerning the Americans with Disabilities Act is available from the Director of Facilities or the Supervisor of Community and Media Relations.

Raymond Prokop
Director of Facilities
125 North Court Street
Westminster, Maryland 21157
410-751-3177

Carey Gaddis
Supervisor of Community and Media Relations
125 North Court Street
Westminster, Maryland 21157
410-751-3020



Core Values

- 1. The pursuit of excellence**
- 2. Life-long learning and success**
- 3. A safe and orderly learning environment**
- 4. Community participation**
- 5. Fairness, honesty, and respect**
- 6. Continuous improvement**
- 7. Reflecting the priorities, beliefs, and morals of our local community**