



Approved **2019-2020** Operating Budget

Carroll County Public Schools

Carroll County Public Schools is located near both the Baltimore and Washington, D.C. metropolitan areas. The region can best be characterized as a rural area, rapidly becoming suburban. Today, over 25,500 students are enrolled in our schools, ranking us as the 10th largest school system in the state of Maryland. The system is governed by the Board of Education which is made up of five elected members and a student representative.

The Carroll County Public School System ranks as one of the top performing school systems in the state of Maryland. Instructional staff are continually recognized at the state and national levels for their performance with numerous awards. The educational programs developed in the Carroll County Public School System are also recognized statewide and nationally for their high standards and innovative approaches.

Carroll County students consistently score above state and national averages on standardized student assessments. Carroll County also has one of the highest graduation rates and lowest dropout rates in the state. These factors, combined with the success of the outstanding Career and Technology Program, the support of the outstanding community, and the involvement of parents in the county, help Carroll County to produce students who are college and career ready.

Budget Facts

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Operating Budget (FY2019): \$332.1 million (Non-Restricted)
\$ 19.6 million (Restricted)
\$351.7 million (TOTAL)

Local Revenue (FY2019): \$192.4 million (46.8% of County Revenue)

CCPS per Pupil Expenditure (FY2018)¹: \$14,251
State per Pupil Expenditure (FY2018)¹: \$15,467

CCPS Wealth per Pupil (FY2019): \$511,298
State Wealth per Pupil (FY 2019): \$538,845

Return on Investment²: \$1.44 per \$1 in Operational Expenditures
\$1.55 per \$1 in Capital Spending

¹ From "Overview of Maryland Local Governments," Department of Legislative Services, Office of Policy and Analysis (2018).

² Based on "Carroll County Public School System Economic Study," Business Economic and Community Outreach Network and Salisbury University

Fast Facts

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44 Schools

- 22 Elementary Schools
- 8 Middle Schools
- 7 High Schools
- 7 Special Schools & Centers

Enrollment (9/30/2017)

25,290 Total Enrollment
11,087 Elementary
14,203 Secondary

Student Race/Ethnicity (9/30/2017)

American Indian/Alaska Native	0.2%
Asian	2.8%
Black/African American	3.9%
White	83.5%
Hispanic	6.4%
Native Hawaiian/Other Pacific Islander	0.2%
Two or More Races	3.1%

Students Receiving Special Services (2016-17)

Free/Reduced Price Lunch	20.7%
Special Education	10.7%
Limited English Proficient	≤ 5.0%

Attendance Rate (2016-17)

Elementary	95.5%
Middle	95.2%
High	94.8%

2017 Graduation Rate

4-Year Adjusted Cohort ≥ 95.0%

Grade 12 Documented Decisions (2015-16)

4-Year College	50.7%
2-Year College	31.3%

APPROVED OPERATING BUDGET

***FOR THE FISCAL YEAR ENDING
JUNE 30, 2020***

***BOARD OF EDUCATION OF CARROLL COUNTY
Westminster, Maryland***

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President***

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Superintendent of Schools***

***Richard Weaver
County Commissioner
Ex-Officio Member***

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**Comparison of Approved FY 2020 Non-Restricted Operating Budget
to Approved FY 2019 Non-Restricted Operating Budget**

Changes in Non-Restricted Revenue

Increase in County Revenue	\$ 4,860,500
Increase in State Formula Aid	2,658,405
New State Aid - Teacher Salary Incentive and Supplemental Prekindergarten Payment	2,415,441
FY 2019 One-Time Use of Fund Balance for Transfer to County Government	(4,000,000)
FY 2019 One-Time Use of Fund Balance for Payment of Final HVAC Capital Lease Payment	(844,235)
Decrease in In-Kind for Winchester Building	<u>(1,228,900)</u>
Net Change in Non-Restricted Revenue	<u><u>\$ 3,861,211</u></u>

Changes in Non-Restricted Expenditures

Implementation of Salary Negotiations	\$ 7,515,719
Implementation of Teacher Salary Incentive	\$ 2,255,287
Inflationary Impacts and Net of Small Reductions and Increases in Various Line Items	2,935,942
Hiring Turnover	(2,772,602)
FY 2019 One-Time Use of Fund Balance for Transfer to County Government	(4,000,000)
FY 2019 One-Time Use of Fund Balance for Payment of Final HVAC Capital Lease Payment	(844,235)
Decrease in In-Kind for Winchester Building	<u>(1,228,900)</u>
Net Changes in Non-Restricted Expenditures	<u><u>\$ 3,861,211</u></u>

INTRODUCTION

The operating budget is presented in four sections:

Section I provides the school system's Core Statement, Values, & Beliefs, a summary of the Strategic Plan, and enrollment data.

Section II provides an overview of the budget and includes comparisons of the budget with the current approved budget and actual expenditures from the previous fiscal year. Financial charts/tables, staffing (including changes), summaries of grants, and Individuals with Disabilities Education Act (IDEA) funding information are also provided.

Section III provides information on the appropriations and staffing allocations made to each object/sub-object of expenditures within the various major categories of the operating budget.

Section IV provides brief information on the budgets for the Food Service, Capital Improvement Projects, and Debt Service Funds.



Section I

CCPS Facts & Data

CCPS Core Statement, Values, & Beliefs



Core Statement: *Carroll County Public Schools: Building the Future*

Core Values:

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

Core Beliefs	
The Board of Education believes that the Carroll County Public Schools system operates effectively and efficiently when:	
The greater Carroll County Community:	<ul style="list-style-type: none"> • 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:	<ul style="list-style-type: none"> • 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 with a global perspective designed to meet students' educational goals • Coordinate professional development opportunities that are relevant, site-base, job embedded, aligned with the tenets of cultural proficiency, and meet the needs of all staff • Empower employees, students, and communities to make school-based decisions within an established framework
All school staff:	<ul style="list-style-type: none"> • 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:	<ul style="list-style-type: none"> • 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 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

Student Performance Facts

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2018 PARCC English Language Arts/Literacy

Grade	Percentage Meeting or Exceeding Standards	State Ranking
Grade 3	50.8	5
Grade 4	56.9	3
Grade 5	55.7	3
Grade 6	56.2	2
Grade 7	65.7	1
Grade 8	58.5	2
Grade 10	64.7	2

2018 PARCC Mathematics

Grade	Percentage Meeting or Exceeding Standards	State Ranking
Grade 3	63.9	3
Grade 4	61.1	1
Grade 5	62.8	1
Grade 6	48.6	2
Grade 7	52.1	1
Grade 8	42.1	1
Algebra I	57.9	1

Strategic Plan 2018-2023

Aligned with our Core Values and Beliefs, the Board of Education and Superintendent have initiated this Strategic Plan. The Board's Strategic Planning Pillars provide the framework that serves as the focus areas for continuous improvement for the five-year plan.



A broad spectrum of data is utilized in the development of a Strategic Plan that reflects a shared consensus among stakeholders. The Board invested significantly in developing the Strategic Planning Pillars and objectives for the plan. The strategic planning process included extensive outreach with stakeholders invited to participate in focus groups with key stakeholders. The input of community members, parents, employees, business leaders, and students informed the plan. The Strategic Plan is the result of considerable research and represents the shared values and priorities of CCPS community stakeholders.

SAT Participation and Scores

Graduating Class	Percent Participating	Mean Scores		
		EBRW	Mathematics	Total
CCPS Class of 2017	71%	569	567	1136
Maryland	62%	534	524	1058
Nation	48%	538	533	1070

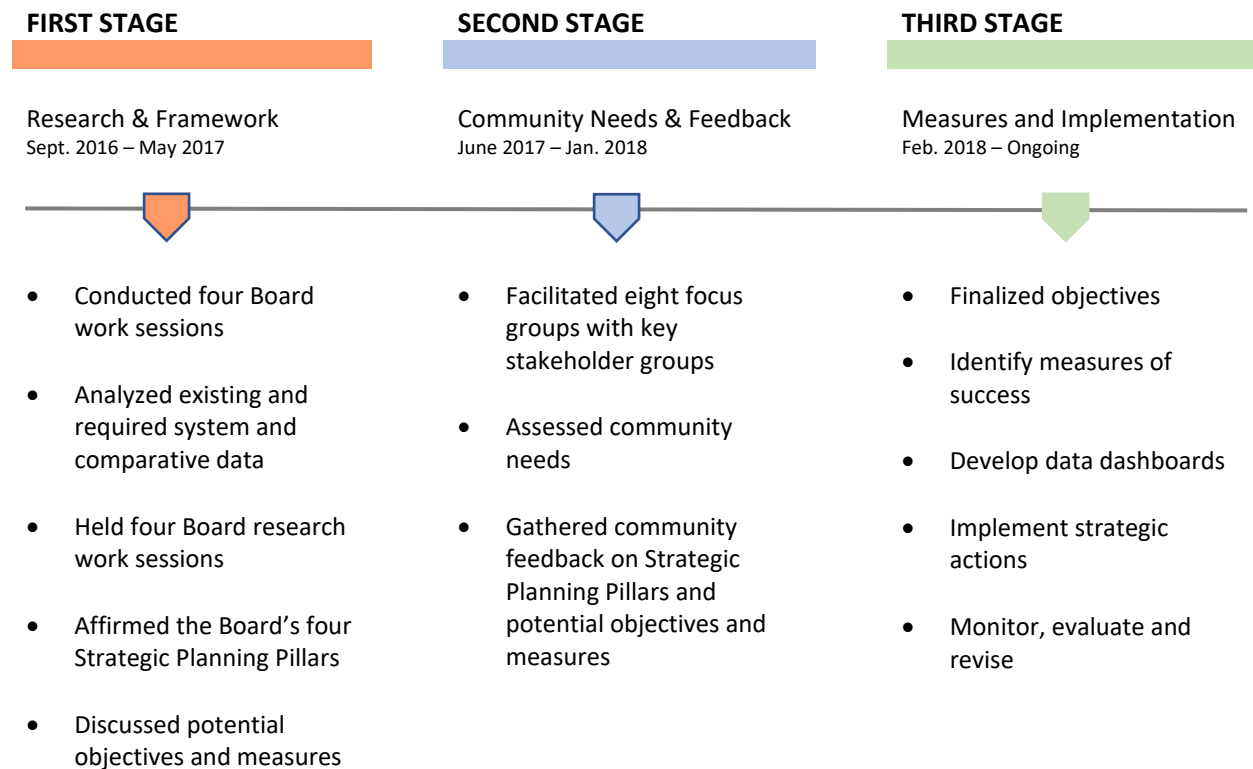
Staffing Facts – October 2017

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- Total staff: 3,143 (Largest employer in Carroll County)
 - 125.1 staff members per 1000 students (Ranking 20th from the highest of Maryland's 24 School Systems)
- Teachers: 1,922.2 (61.2% of total staff – Ranking highest of Maryland's 24 School Systems)
 - 76.5 teachers per 1000 students (Ranking 8th from the highest of Maryland's 24 School Systems)



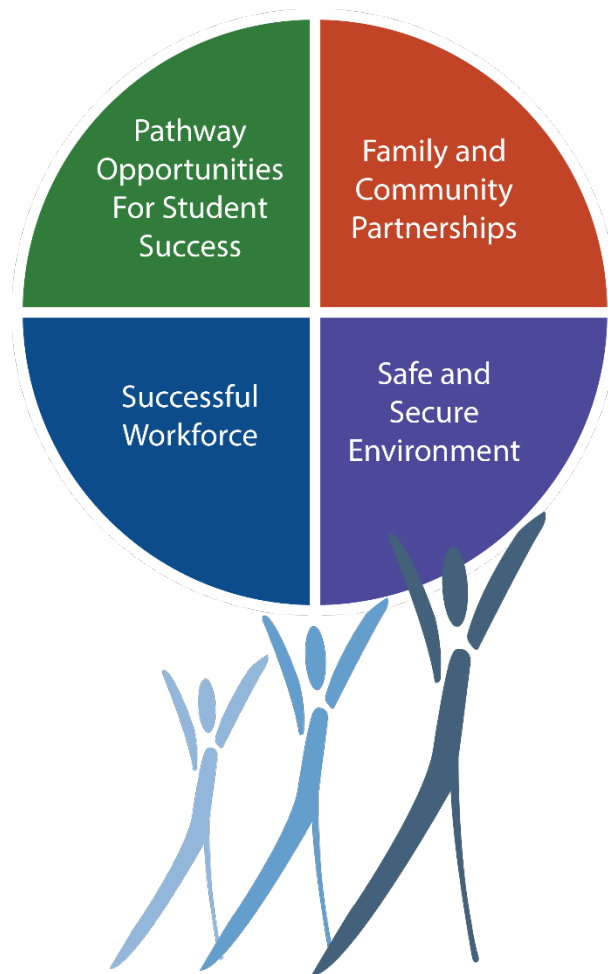
The Strategic Plan was developed through three important stages. These three stages, which are outlined below, were instrumental in framing and forming the plan. In a culture of continuous improvement and responsiveness to community needs, the third stage of establishing measures and implementing actions remains ongoing. The plan will be reported annually, and measures and actions will be revised as the data, system outcomes, and community needs require.



ANNUAL REPORTING & EVALUATION

In order to drive our continuous improvement, the Strategic Plan must remain the focal point of our collective work throughout each year. The following annual reporting cycle will provide the Board and community with ongoing updates and insights into our system improvement efforts. At these key dates, we will reflect on our work and data, and confirm or revise our priority focus areas.

Pillar I	September & January
Pillar II	August & March
Pillar III	November & February
Pillar IV	December & May
Data Dashboard	October
Attributes of a CCPS Graduate	June



The Board of Education's Strategic Planning Pillars are adopted in Board policy and serve as the framework for the CCPS Strategic Plan. The Pillars define four focus areas around which the Strategic Plan is constructed. Clear objectives, appropriate actions and strategies, and measures of success shall be developed, implemented, monitored, and evaluated.



PILLAR I PROVIDE MULTIPLE PATHWAY OPPORTUNITIES FOR STUDENT SUCCESS

Upon graduation, Carroll County Public Schools students will be college and career ready. The variety of course options found in the CCPS program of studies empowers students to meet the educational prerequisites to enter an institution of higher learning, the military, or the work force. Targeted interventions, alternative placements, career connections internships, dual enrollment options, online courses, special education services, gifted and talented services, and differentiated course levels are provided to meet the individual learning needs of all students.



PILLAR II STRENGTHEN PRODUCTIVE FAMILY AND COMMUNITY PARTNERSHIPS

Carroll County Public Schools' personnel will communicate openly and honestly to foster a trusting and supportive relationship with parents, community members, business partners, and public officials. CCPS strives to create an atmosphere of mutual appreciation and respect for diversity and encourage unity among all students, staff, and community. CCPS welcomes parent and community volunteers to help with the total school program.



PILLAR III DEVELOP AND SUPPORT A SUCCESSFUL WORKFORCE

Carroll County Public Schools will hire and retain highly qualified and skilled employees who are dedicated to the success of our school system and students. Employees can expect to be supervised by experts in their field who provide timely and relevant professional development opportunities and feedback designed to promote their effectiveness and success. CCPS values a high performing and diverse workforce who contribute to a positive educational experience for all students.



PILLAR IV ESTABLISH SAFE, SECURE, HEALTHY, AND MODERN LEARNING ENVIRONMENTS

Carroll County Public Schools recognizes that the safety and well-being of our students and staff is our highest priority. Students, parents, and CCPS employees can expect policies, procedures, and programs to be implemented that promote a safe and orderly environment in school, on school grounds, and on school buses, as well as programs that promote healthy life style choices and social and emotional well-being. CCPS strives to provide up-to-date facilities, technologies, equipment, and instructional materials appropriate for a modern learning environment.

SCHOOL ENROLLMENTS and ENROLLMENT PROJECTIONS

Elementary School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change	Projected	
	15-16	16-17	17-18	18-19	19-20	Over Prior	20-21	21-22
CARROLLTOWNE ELEMENTARY	498	532	545	530	549	19	557	593
CHARLES CARROLL ELEMENTARY	229	n/a	n/a	n/a	n/a	n/a	n/a	n/a
CRANBERRY STATION ELEMENTARY	496	523	509	507	493	(14)	499	503
EBB VALLEY ELEMENTARY	474	538	545	517	515	(2)	526	530
ELDERSBURG ELEMENTARY	469	470	454	431	431	0	433	440
ELMER WOLFE ELEMENTARY	374	417	407	405	395	(10)	401	412
FREEDOM ELEMENTARY	468	477	511	540	571	31	585	612
FRIENDSHIP VALLEY ELEMENTARY	484	465	497	493	483	(10)	483	500
HAMPSTEAD ELEMENTARY	335	346	357	370	384	14	394	424
LINTON SPRINGS ELEMENTARY	618	617	628	613	621	8	645	638
MANCHESTER ELEMENTARY	595	612	626	636	623	(13)	606	636
MECHANICSVILLE ELEMENTARY	475	463	461	487	482	(5)	492	508
MT. AIRY ELEMENTARY	465	455	436	465	471	6	490	480
PARR'S RIDGE ELEMENTARY	449	445	455	467	467	0	459	482
PINEY RIDGE ELEMENTARY	587	540	530	515	496	(19)	483	475
ROBERT MOTON ELEMENTARY	394	408	416	386	392	6	411	410
RUNNYMEDE ELEMENTARY	525	595	589	609	625	16	650	662
SANDYMOUNT ELEMENTARY	436	425	450	453	459	6	463	465
SPRING GARDEN ELEMENTARY	532	487	451	427	403	(24)	406	395
TANEYTOWN ELEMENTARY	398	406	406	374	368	(6)	365	381
WESTMINSTER ELEMENTARY	469	492	521	527	521	(6)	548	551
WILLIAM WINCHESTER ELEMENTARY	615	582	547	538	510	(28)	509	518
WINFIELD ELEMENTARY	505	517	540	574	586	12	607	625
ELEMENTARY TOTALS (total without rounding)	10,885	10,808	10,876	10,864	10,845	(19)	11,012	11,240
Increase/(Decrease)	(231)	(77)	68	(12)	(19)	(19)	167	228

Middle School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change	Projected	
	15-16	16-17	17-18	18-19	19-20	Over Prior	20-21	21-22
MT. AIRY MIDDLE	638	758	737	697	710	13	684	717
NEW WINDSOR MIDDLE	382	n/a	n/a	n/a	n/a	n/a	n/a	n/a
NORTH CARROLL MIDDLE	590	587	617	631	634	3	639	601
NORTHWEST MIDDLE	512	640	653	689	701	12	678	636
OKLAHOMA ROAD MIDDLE	759	752	748	742	695	(47)	717	692
SHILOH MIDDLE	657	660	661	659	644	(15)	619	605
SYKESVILLE MIDDLE	800	802	761	792	791	(1)	771	778
WESTMINSTER EAST MIDDLE	710	700	712	717	754	37	727	732
WESTMINSTER WEST MIDDLE	1,017	1,031	962	927	931	4	931	912
MIDDLE SCHOOL TOTALS	6,065	5,930	5,851	5,854	5,860	6	5,766	5,673
Increase/(Decrease)	43	(135)	(79)	3	6	6	(94)	(93)

SCHOOL ENROLLMENTS and ENROLLMENT PROJECTIONS

High School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change	Projected	
	15-16	16-17	17-18	18-19	19-20	Over Prior	20-21	21-22
CENTURY HIGH	1,094	1,093	1,133	1,128	1,133	5	1,130	1,132
FRANCIS SCOTT KEY HIGH	948	954	921	929	916	(13)	883	919
LIBERTY HIGH	1,095	1,106	1,101	1,049	1,051	2	1,010	1,013
MANCHESTER VALLEY HIGH	761	1,357	1,341	1,304	1,341	37	1,356	1,398
NORTH CARROLL HIGH	700	n/a	n/a	n/a	n/a	n/a	n/a	n/a
SOUTH CARROLL HIGH	1,031	1,053	1,048	1,031	1,002	(29)	988	938
WESTMINSTER HIGH	1,512	1,506	1,537	1,540	1,542	2	1,488	1,444
WINTERS MILL HIGH	1,084	1,084	1,113	1,126	1,111	(15)	1,135	1,135
HIGH SCHOOL TOTALS	8,225	8,153	8,194	8,107	8,096	(11)	7,990	7,979
Increase/(Decrease)	(155)	(72)	41	(87)	(11)	(11)	(106)	(11)

Other School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change	Projected	
	15-16	16-17	17-18	18-19	19-20	Over Prior	20-21	21-22
GATEWAY SCHOOL	65	61	72	69	69	0	69	69
CROSSROADS	13	10	9	5	5	0	5	5
PRIDE	21	17	15	9	9	0	9	9
CARROLL SPRINGS SCHOOL	34	35	54	42	42	0	42	42
POST SECONDARY	24	29	37	41	41	0	41	41
FLEXIBLE STUDENT SUPPORT	27	23	22	24	24	0	24	24
OTHER SCHOOL TOTALS	184	175	209	190	190	0	190	190
Increase/(Decrease)	(9)	(9)	34	(19)	0	0	0	0

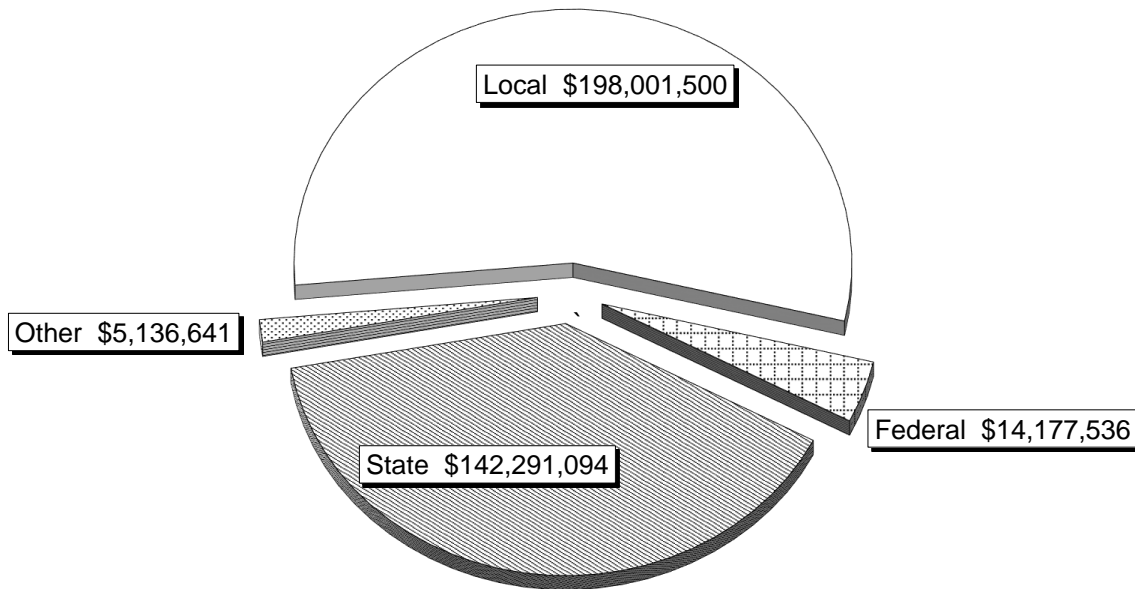
Total Enrollment (FTE)								
	Actual				Projected	Change	Projected	
	15-16	16-17	17-18	18-19	19-20	Over Prior	20-21	21-22
GRAND TOTAL (total without rounding)	25,359	25,066	25,130	25,015	24,991	(24)	24,958	25,082
TOTAL INCREASE/DECREASE	(352)	(293)	64	(115)	(24)	(24)	(33)	124



Section II

Operating Budget Summary Information

Combined Non-Restricted and Restricted Revenue 2019-2020 Approved Operating Budget

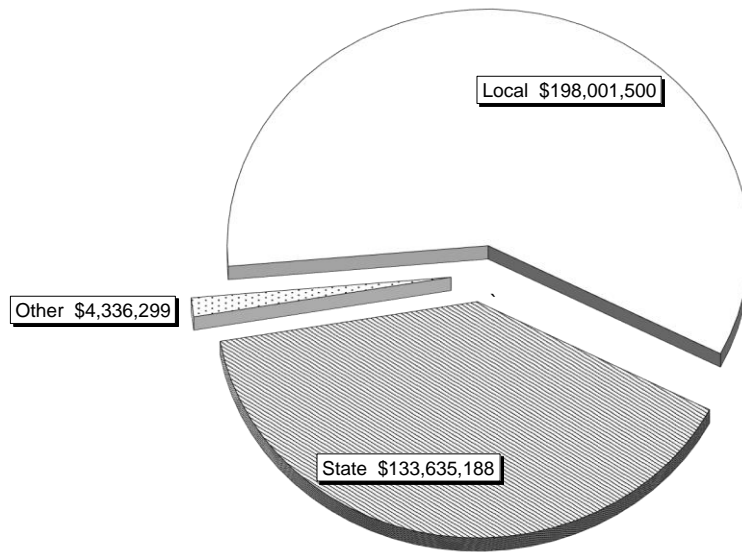


Total Combined Revenue = \$359,606,771

	Approved Budget 2018-19	% of Total	Approved Budget 2019-20	% of Total	(Decrease) Increase Over Previous Year	% Increase (Decrease)
Local Revenue ¹	\$ 199,214,135	56.6%	\$ 198,001,500	55.1%	\$ (1,212,635)	(0.61%)
State Revenue	134,300,817	38.2%	142,291,094	39.6%	7,990,277	5.95%
Federal Revenue	13,022,448	3.7%	14,177,536	3.9%	1,155,088	8.87%
Other Revenue	5,160,541	1.5%	5,136,641	1.4%	(23,900)	(0.46%)
Total Operating Budget	\$ 351,697,941	100.0%	\$ 359,606,771	100.0%	\$ 7,908,830	2.25%

¹ Includes In-Kind Revenue for usage of county-owned buildings and property [2018-19 \$1,978,900; 2019-20: \$750,000] and One-time funds from fund balance [2018-19: \$4,844,235; 2019-20: \$0]

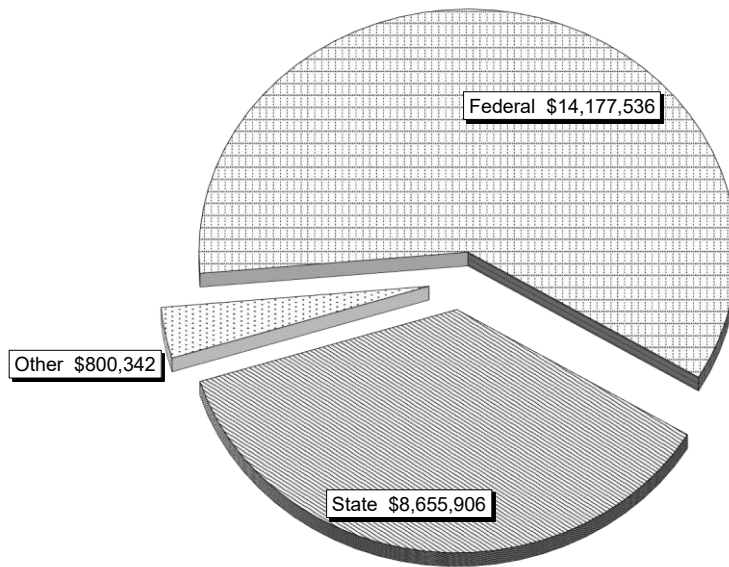
Non-Restricted Revenue 2019-2020 Approved Operating Budget



Total Non-Restricted Revenue = \$335,972,987

NON-RESTRICTED REVENUE SOURCES	Approved Budget 2018-19	% of Total	Approved Budget 2019-20	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
I. Local Revenue						
Current Expense Request	\$ 192,391,000	57.9%	\$ 197,251,500	58.7%	\$ 4,860,500	2.53%
In-Kind for Usage of County Owned Property	1,978,900	0.6%	750,000	0.2%	(1,228,900)	(62.10%)
Fund Balance	4,844,235	1.5%	-	0.0%	(4,844,235)	(100.00%)
Total Non-Restricted Local Revenue	199,214,135	60.0%	198,001,500	58.9%	(1,212,635)	(0.61%)
II. State Revenue						
Foundation Program	95,406,495	28.8%	97,208,524	28.9%	1,802,029	1.89%
Student Transportation	10,013,909	3.0%	10,674,018	3.2%	660,109	6.59%
Special Education Formula	7,376,749	2.2%	7,645,089	2.3%	268,340	3.64%
Compensatory Education	14,273,237	4.3%	14,251,882	4.3%	(21,355)	(0.15%)
Limited English Proficient	1,093,361	0.3%	1,148,232	0.3%	54,871	5.02%
Declining Enrollment Grant	263,012	0.1%	263,304	0.1%	292	0.11%
Hold Harmless Adjustment	105,881	0.0%	-	0.0%	(105,881)	(100.00%)
Supplemental Prekindergarten	-	0.0%	160,154	0.0%	160,154	n/a
Teacher Salary Incentive	-	0.0%	2,255,287	0.7%	2,255,287	n/a
Out of County Living Arrangements	28,698	0.0%	28,698	0.0%	-	0.00%
Total Non-Restricted State Revenue	128,561,342	38.7%	133,635,188	39.8%	5,073,846	3.95%
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	4,336,299	1.3%	4,336,299	1.3%	-	0.00%
TOTAL NON-RESTRICTED REVENUE	\$ 332,111,776	100.0%	\$ 335,972,987	100.0%	\$ 3,861,211	1.16%

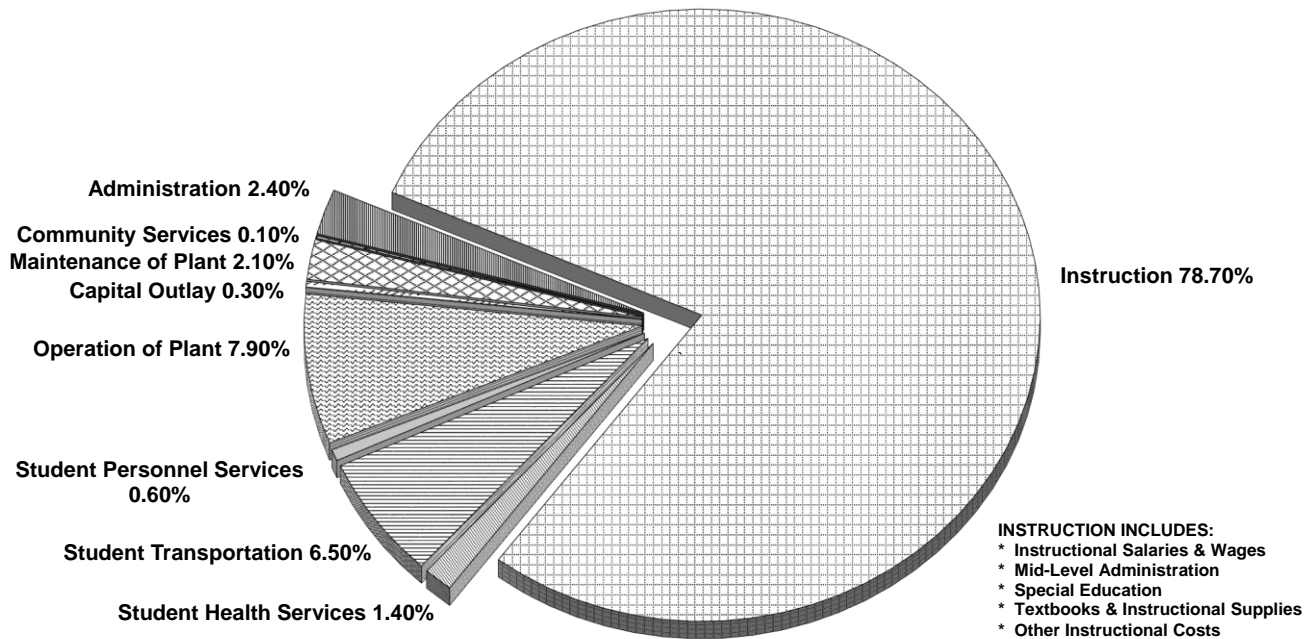
Restricted Revenue
2019-2020 Approved Operating Budget



Total Restricted Revenue = \$23,633,784

RESTRICTED REVENUE SOURCES	Approved Budget 2018-19	% of Total	Approved Budget 2019-20	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
II. State Revenue						
Aging Schools / QZAB	\$ 137,261	0.7%	\$ 137,261	0.6%	\$ -	0.00%
Blueprint for Maryland's Future Grants	-	0.0%	2,767,575	11.7%	2,767,575	n/a
Full-Day Prekindergarten Expansion Grant	96,271	0.5%	468,855	2.0%	372,584	387.02%
Handicapped Non-Public Placement	3,300,000	16.8%	3,500,000	14.8%	200,000	6.06%
Infants and Toddlers Program	271,366	1.4%	258,917	1.1%	(12,449)	(4.59%)
Judith P. Hoyer Centers	388,251	2.0%	500,000	2.1%	111,749	28.78%
Maryland Safe Schools Fund	-	0.0%	406,053	1.7%	406,053	n/a
Other State Restricted Revenue	1,196,326	6.1%	267,245	1.1%	(929,081)	(77.66%)
Carry Forward of Prior Year Grants	350,000	1.8%	350,000	1.5%	-	0.00%
Total Restricted State Revenue	5,739,475	29.3%	8,655,906	36.6%	2,916,431	50.81%
III. Federal Revenue						
ESSA Title I, Part A: Targeted Assistance	2,047,975	10.5%	2,126,137	9.0%	78,162	3.82%
ESSA Title II, Part A: Improving Teacher Quality	506,743	2.6%	440,840	1.9%	(65,903)	(13.01%)
Supplemental Prekindergarten	5,724,668	29.2%	6,136,708	25.9%	412,040	7.20%
Teacher Salary Incentive	381,927	1.9%	500,000	2.1%	118,073	30.92%
Medicaid	1,402,573	7.2%	1,473,928	6.2%	71,355	5.09%
Perkins Vocational & Technical Education Act	206,430	1.1%	204,234	0.9%	(2,196)	(1.06%)
Striving Readers Comprehensive Literacy	-	0.0%	490,918	2.1%	490,918	n/a
Other Federal Revenue	752,132	3.8%	804,771	3.4%	52,639	7.00%
Carry Forward of Prior Year Grants	2,000,000	10.2%	2,000,000	8.5%	-	0.00%
Total Restricted Federal Revenue	13,022,448	66.5%	14,177,536	60.0%	1,155,088	8.87%
IV. Other Restricted Revenue (Non-Governmental Grants, Donations, Fees, etc.)						
Total Other Restricted Revenues	824,242	4.2%	800,342	3.4%	(23,900)	(2.90%)
TOTAL RESTRICTED REVENUE	\$ 19,586,165	100.0%	\$ 23,633,784	100.0%	\$ 4,047,619	20.67%

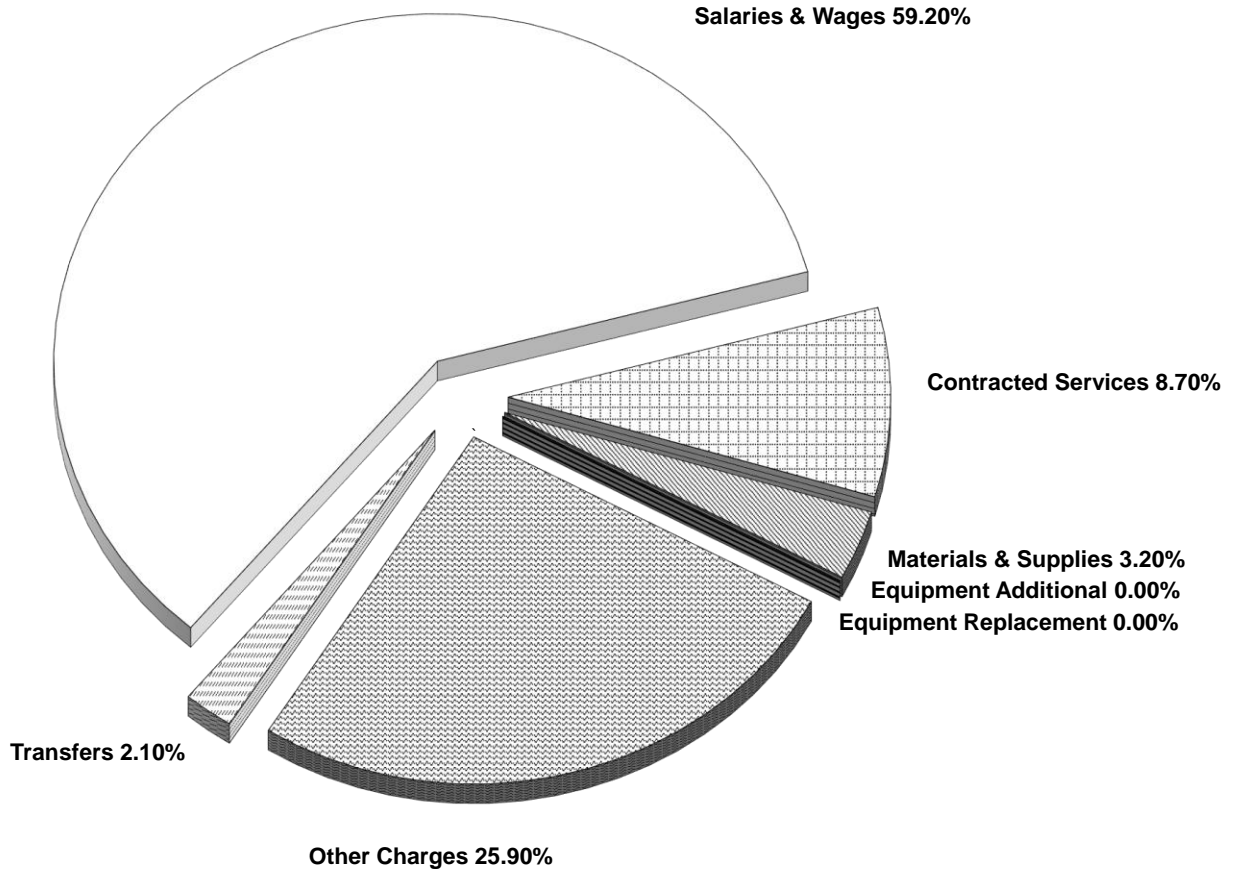
Distribution by Category of Non-Restricted and Restricted Expenditures 2019-2020 Approved Operating Budget



Total Operating Budget = \$359,606,771

Category (with allocated fixed charges)	Approved Budget 2018-19	% of Total	Approved Budget 2019-20	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
Instruction						
Instructional Salaries & Wages	\$ 175,048,909	49.8%	\$ 181,621,193	50.4%	\$ 6,572,284	3.75%
Mid-Level Administration	31,162,797	8.9%	32,654,831	9.1%	1,492,034	4.79%
Special Education	54,157,600	15.4%	58,561,507	16.3%	4,403,907	8.13%
Textbooks & Instructional Supplies	8,383,385	2.4%	7,826,697	2.2%	(556,688)	(6.64%)
Other Instructional Costs	<u>2,372,647</u>	<u>0.7%</u>	<u>2,586,716</u>	<u>0.7%</u>	<u>214,069</u>	<u>9.02%</u>
Total Instruction	271,125,338	77.2%	283,250,944	78.7%	12,125,606	4.47%
Administration	8,217,438	2.3%	8,467,444	2.4%	250,006	3.04%
Student Personnel Services	2,150,425	0.6%	2,093,671	0.6%	(56,754)	(2.64%)
Student Health Services	4,742,606	1.3%	5,169,857	1.4%	427,251	9.01%
Student Transportation	22,507,359	6.4%	23,289,382	6.5%	782,023	3.47%
Operation of Plant	29,028,580	8.3%	28,354,226	7.9%	(674,354)	(2.32%)
Maintenance of Plant	8,455,519	2.4%	7,503,033	2.1%	(952,486)	(11.26%)
Food Services	-	0.0%	-	0.0%	-	-
Community Services	439,327	0.1%	438,273	0.1%	(1,054)	(0.24%)
Capital Outlay	5,031,349	1.4%	1,039,941	0.3%	(3,991,408)	(79.33%)
Total Operating Budget	\$ 351,697,941	100.0%	\$ 359,606,771	100.0%	\$ 7,908,830	2.25%

Distribution by Object of Non-Restricted and Restricted Expenditures 2019-2020 Approved Operating Budget



Total Operating Budget = \$359,606,771

Object	Approved Budget 2018-19	% of Total	Approved Budget 2019-20	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
01 Salaries & Wages	\$ 208,058,580	59.2%	\$ 215,996,076	60.1%	\$ 7,937,496	3.82%
02 Contracted Services	30,362,647	8.6%	31,313,835	8.7%	951,188	3.13%
03 Materials & Supplies	12,127,997	3.4%	11,391,693	3.2%	(736,304)	(6.07%)
04 Other Charges	89,918,325	25.6%	93,246,464	25.9%	3,328,139	3.70%
05 Equipment Additional	100,709	0.0%	97,880	0.0%	(2,829)	(2.81%)
06 Equipment Replacement	366,804	0.1%	25,000	0.0%	(341,804)	(93.18%)
09 Transfers	10,762,879	3.1%	7,535,823	2.1%	(3,227,056)	(29.98%)
Total Operating Budget	\$ 351,697,941	100.0%	\$ 359,606,771	100.0%	\$ 7,908,830	2.25%

SUMMARY OF OPERATING FUND APPROPRIATIONS BY CATEGORY

Category	Unrestricted Funds Approved Budget 2018-19	Unrestricted Funds Approved Budget 2019-20	(Decrease) Increase Over Prior Year Budget	Restricted Funds Approved Budget 2018-19	(Decrease) Increase Over Prior Year Budget	Restricted Funds Approved Budget 2019-20	(Decrease) Increase Over Prior Year Budget	Total Approved Budget 2019-20
Administration	5,161,325	5,306,633	145,308	333,136		306,238	(26,898)	5,612,871
Instructional Salaries & Wages	122,682,775	126,451,318	3,768,543	3,124,397		4,043,559	919,162	130,494,877
Student Personnel Services	1,747,731	1,679,795	(67,936)	5,000		5,000	0	1,684,795
Student Health Services	3,690,315	4,025,892	335,577	115,237		115,237	0	4,141,129
Student Transportation	22,031,783	22,773,692	741,909	99,700		148,850	49,150	22,922,542
Operation of Plant	24,025,065	22,860,736	(1,164,329)	35,000		163,975	128,975	23,024,711
Maintenance of Plant	6,701,566	5,615,089	(1,086,477)	172,261		172,261	0	5,787,350
Fixed Charges	74,766,911	78,296,036	3,529,125	3,584,651		3,942,441	357,790	82,238,477
Food Services	0	0	0	0		0	0	0
Community Services	300,000	300,000	0	138,754		137,700	(1,054)	437,700
Capital Outlay	4,797,777	785,180	(4,012,597)	0		0	0	785,180
Mid-Level Administration	23,727,712	24,560,713	833,001	474,449		615,495	141,046	25,176,208
Special Education	33,900,352	34,925,105	1,024,753	9,326,012		11,962,413	2,636,401	46,887,518
Textbooks & Instructional Supplies	6,914,900	6,673,473	(241,427)	1,468,485		1,153,224	(315,261)	7,826,697
Other Instructional Costs	1,663,564	1,719,325	55,761	709,083		867,391	158,308	2,586,716
TOTAL	332,111,776	335,972,987	3,861,211	19,586,165		23,633,784	4,047,619	359,606,771

BUDGET SUMMARY

Unrestricted / Restricted	Approved FY 2018-19	Approved FY 2019-20	(Decrease) Increase Over Prior Year	Percent Change Over Prior Year
Unrestricted Funds	332,111,776	335,972,987	3,861,211	1.16%
Restricted Funds	19,586,165	23,633,784	4,047,619	20.67%
Total Funds	351,697,941	359,606,771	7,908,830	2.25%

Authorized Staffing
in Full-Time Equivalents (FTEs)

	Operating Fund Non- Restricted	Operating Fund Restricted	Food Service Fund
Authorized as of July 1, 2018	3,102.33	130.30	101.78
Changes in Approved FY 2020 Budget			
Increase in Prekindergarten Teachers (Prekindergarten Expansion Grant)	-	1.00	-
Increase in Prekindergarten Assistants (Prekindergarten Expansion Grant)	-	1.00	-
Increase in Media Specialists	-	0.50	-
Proposed as of July 1, 2019	<u>3,102.33</u>	<u>132.80</u>	<u>101.78</u>

FY 2020 Costs Previously Funded With Grants

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

FY 2020 Grant Summary – Federal Funding

Estimated Funding / FTEs: \$ 14,177,536 / 120.40

Every Student Succeeds Act (ESSA)

Title I, Part A – Improving Basic Programs

Estimated Funding / FTEs: \$ 2,126,137 / 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: \$ 440,840 / 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: \$ 40,802 / 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.

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

Estimated Funding / FTEs: \$ 5,849,779 / 68.70

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: \$ 286,929 / 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.

Judy Center Expansion

Estimated Funding / FTEs: \$ 500,000 / 3.00

Purpose of Grant: To address early learning needs via new Judy Center programs and Elmer Wolfe and Cranberry Station elementary schools.

Medicaid

Estimated Funding / FTEs: \$ 1,473,928 / 20.30

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: \$ 204,234 / 0.00

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

Striving Readers Comprehensive Literacy Grant

Estimated Funding / FTEs: \$ 490,918 / 0.00

Purpose of Grant: 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 or New Grants

Estimated Funding / FTEs: \$ 763,969 / 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 2020 Grant Summary – State Funding

Estimated Funding / FTEs: \$ 8,655,906 / 10.40

Aging 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: \$ 258,917 / 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: \$ 500,000 / 3.00

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.

Maryland Safe Schools Fund

Estimated Funding / FTEs: \$ 406,053 / 0.00

Purpose of Grant: To provide various safety initiatives including safety assessments, staff safety training, and school bus safety programs.

Mental Health Coordinator

Estimated Funding / FTEs: \$ 83,333 / 1.00

Purpose of Grant: Additional funding provided under The Blueprint for Maryland's Future to assist in funding the required position of Mental Health Coordinator.

Non-Public Placements

Estimated Funding / FTEs: \$ 3,500,000 / 0.00

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

Prekindergarten – Full Day Expansion

Estimated Funding / FTEs: \$ 468,855 / 4.50

Purpose of Grant: To provide a full-day prekindergarten class (instead of the standard half day) in four schools.

Quality Teacher Incentives

Estimated Funding / FTEs: \$ 113,242 / 0.00

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

Special Education Supplemental

Estimated Funding / FTEs: \$ 2,255,287 / 0.00

Purpose of Grant: Additional funding provided under The Blueprint for Maryland's Future to assist in providing required services for students under their Individualized Education Programs (IEPs).

(Transitional Supplemental Instruction for) Struggling Learners

Estimated Funding / FTEs: \$ 428,955 / 0.00

Purpose of Grant: Additional funding provided under The Blueprint for Maryland's Future provide supplemental educational assistance to struggling learners in kindergarten through grade three.

Assorted Small Grants

Estimated Funding / FTEs: \$ 154,003 / 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 2020 Grant Summary – Other Funding

Estimated Funding / FTEs: \$ 800,342 / 2.00

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: \$ 439,486 / 2.00

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



Section III

Operating Budget 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 2017-18	Approved 2018-19	Approved 2019-20	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
01 Administration					
1 Salaries	\$ 4,497,131	\$ 4,552,638	\$ 4,706,740	\$ 154,102	3.38%
2 Contracted Services	491,789	495,519	451,880	(43,639)	-8.81%
3 Supplies/Materials	61,908	55,978	49,628	(6,350)	-11.34%
4 Other Charges	146,023	217,238	233,188	15,950	7.34%
9 Transfers	(161,531)	(160,048)	(134,803)	25,245	-15.77%
	\$ 5,035,320	\$ 5,161,325	\$ 5,306,633	\$ 145,308	2.82%
Restricted Fund Summary					
01 Administration					
1 Salaries	\$ 297	\$ -	\$ -	\$ -	0.00%
2 Contracted Services	1,335	4,000	-	(4,000)	100.00%
4 Other Charges	11,962	152,000	140,000	(12,000)	-7.89%
9 Transfers	161,531	177,136	166,238	(10,898)	-6.15%
	\$ 175,125	\$ 333,136	\$ 306,238	\$ (26,898)	-8.07%

Category 01 - Administration
Changes - FY 2020

Non-Restricted Budget Changes

1. Decreases in test scoring substitutes and scoring fees	\$ (75,568)
2. Net decrease in various supplies and materials	(6,350)
3. Decrease in audit fees	(4,000)
4. Increase in vacation payout	5,000
5. Various salary and wage changes including turnover	8,001
6. Net increase in various contracted services	9,665
7. Net increase in license fees and various other charges line items	15,950
8. Increase in indirect cost recovery from grants	25,245
9. Implementing collective bargaining agreements	<u>167,365</u>
Total Non-Restricted Increase - Category 01 - Administration	145,308

Restricted Budget Net Decrease - Category 01 - Administration	<u>(26,898)</u>
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TOTAL INCREASE - Category 01 - Administration	\$ 118,410
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CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
ADMINISTRATION				
Positions				
1. Exempt	27.60	26.60	26.60	27.60
2. Non-Exempt	26.50	24.50	23.50	22.50
Total Positions	54.10	51.10	50.10	50.10
1 Salaries and Wages				
Regular Classified	\$1,406,563	\$1,363,765	\$1,443,232	\$1,443,232
Temporary Classified	45,750	53,848	65,600	65,600
Overtime Classified	1,936	6,500	6,381	6,381
Longevity Classified	62,994	58,587	68,748	68,748
Classified Educational Add-Ons	200	200	200	200
Regular Professional	2,823,792	2,753,713	2,861,014	2,861,014
Professional Add-Ons	13,500	13,500	10,200	10,200
Substitute Employees	29,719	54,264	28,000	28,000
Board Members' Allowance	33,980	41,000	41,000	41,000
Vacation Payoff	76,719	55,000	60,000	60,000
Retirement Incentive	1,978	0	0	0
Funds For Negotiated Agreements	0	197,261	130,152	167,365
Hiring Turnover (F.T.E.)	0	(45,000)	(45,000)	(45,000)
Object Total	4,497,131	4,552,638	4,669,527	4,706,740
2 Contracted Services				
Maintenance & Repair of Equipment	0	1,000	0	0
Printing & Binding	19,244	24,550	22,500	28,800
Advertising	6,938	7,000	5,000	5,000
Rental of Business Machines	32,036	32,374	34,789	34,789
Medical and Dental Fees	2,508	3,500	3,500	3,500
Consultants	66,064	17,100	17,100	17,100
Legal Fees	221,164	225,000	211,250	225,000
Auditing Fees	70,500	89,000	85,000	85,000
Test Scoring	450	51,304	2,000	2,000
Other Contracted Services	72,885	44,691	50,691	50,691
Object Total	491,789	495,519	431,830	451,880
3 Supplies and Materials				
Office Supplies	26,629	43,558	38,158	38,158
Books & Periodicals	1,298	2,420	2,220	2,220
Food	9,233	4,200	4,100	4,100
Computer Equipment < \$5,000	17,172	5,400	5,000	5,000
Sensitive Items - Non I.T.	2,962	0	0	0
Other Supplies & Materials	4,614	400	150	150
Object Total	61,908	55,978	49,628	49,628

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
ADMINISTRATION - continued				
4 Other Charges				
Local Mileage Reimbursement	9,485	15,925	15,650	15,650
License Fees	50,132	51,489	67,989	67,989
Postage	5,883	37,150	37,150	37,150
Recruiting Costs	10,177	10,000	10,000	10,000
Dues and Subscriptions	41,768	56,654	55,599	55,599
Board Members' Expense	2,724	3,500	3,500	3,500
Retirement and Recognition	5,774	13,750	13,750	13,750
Conferences & Trainings	17,716	22,370	22,300	22,300
Admissions/Entrance Fees	1,367	2,900	3,750	3,750
Miscellaneous - Other Charges	997	3,500	3,500	3,500
Object Total	<u>146,023</u>	<u>217,238</u>	<u>233,188</u>	<u>233,188</u>
9 Transfers				
Indirect Costs	(161,531)	(160,048)	(134,803)	(134,803)
Object Total	<u>(161,531)</u>	<u>(160,048)</u>	<u>(134,803)</u>	<u>(134,803)</u>
TOTAL ADMINISTRATION	\$5,035,320	\$5,161,325	\$5,249,370	\$5,306,633

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
ADMINISTRATION				
1 Salaries and Wages				
Substitute Employees	\$297	\$0	\$0	\$0
Object Total	<u>297</u>	<u>0</u>	<u>0</u>	<u>0</u>
2 Contracted Services				
Printing and Binding	1,335	4,000	0	0
Object Total	<u>1,335</u>	<u>4,000</u>	<u>0</u>	<u>0</u>
4 Other Charges				
Recruiting Costs	11,962	12,000	0	0
Miscellaneous - Other Charges	0	140,000	140,000	140,000
Object Total	<u>11,962</u>	<u>152,000</u>	<u>140,000</u>	<u>140,000</u>
9 Transfers				
Indirect Costs	161,531	177,136	134,803	166,238
Object Total	<u>161,531</u>	<u>177,136</u>	<u>134,803</u>	<u>166,238</u>
TOTAL ADMINISTRATION	\$175,125	\$333,136	\$274,803	\$306,238

ADMINISTRATION

The approved budget for Administration includes the activities of the Board of Education, Executive Administration (Offices of the Superintendent & Chief Operating Officer), 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		
Professional Personnel - Exempt		
Budget Analyst	1.00	
Chief Financial Officer	1.00	
Chief Information Officer	1.00	
Chief Operating Officer	1.00	
Communications Officer	1.00	
Director - Human Resources	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 Associate II	1.00	
Human Resources Specialist	3.00	
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	
Superintendent of Schools	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>	
Sub-Total	27.60	
Total Existing Professional Positions - Exempt	27.60	2,861,014
Existing Classified Positions - Non-Exempt		
Accounting Associate	0.50	
Associate Buyer	1.00	
Cabinet Secretary	1.50	
Clerk II - 12 Month	1.00	
Clerk Accountant III - 12 Month	2.00	
Database Engineer	1.00	
Director's Secretary	1.00	
Human Resources Associate - Benefits & Staffing	1.00	
Human Resources Associate - Substitute Administrator	1.00	
Junior Accountant	<u>1.00</u>	
Sub-Total	11.00	

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>7.00</u>
Sub-Total	11.50

Total Existing Classified Positions 22.50 1,443,232

Total Existing Positions - Professional & Classified 50.10 4,304,246

Temporary Classified

Wages paid to non-exempt employees to perform tasks during peak periods on a short term basis. 65,600

Overtime Classified

Wages paid to non-exempt employees for overtime hours worked 6,381

Longevity Classified

To comply with the longevity provision in the Master Agreement between the Board of Education and non-exempt employees. 68,748

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. 10,200

Substitutes

To supply substitutes for teachers for professional development days and training sessions. 28,000

Vacation Payoff

60,000

Funds For Negotiated Agreements

167,365

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)

(45,000)

TOTAL SALARIES AND WAGES

4,706,740

ADMINISTRATION**APPROVED
BUDGET****CONTRACTED SERVICES****Printing & Binding**

Announcements, letters, Informational Calendars and costs associated with requests for Public Information.

28,800

Advertising

Advertisements for bids and positions

5,000

Rental of Business Machines

Rental of Central Office copier machines

34,789

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

85,000

...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

2,000

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.

50,691**TOTAL CONTRACTED SERVICES****451,880****SUPPLIES AND MATERIALS****Office Supplies**

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

38,158

Books and Periodicals

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

2,220

Food

Purchase of food and payments to restaurants for meals furnished.

4,100

Computer Equipment < \$5,000

Technology Services

5,000

Other Supplies & Materials

Planning and evaluation (testing) materials

150**TOTAL SUPPLIES AND MATERIALS****49,628**

ADMINISTRATION

APPROVED BUDGET

OTHER CHARGES

Local Mileage Reimbursement

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

15,650

License Fees

Subfinder and application system within Human Resources.

67,989

Postage

Postage for departments within Central Office

37,150

Recruiting Costs

Payment for recruiting expenses

10,000

Dues and Subscriptions

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

55,599

Board Members Expenses

Public School Laws § 3-303 Compensation and Expenses

(i) Expenses for the Chairman and other members, allowance for travel as provided in the Carroll County Budget.

3,500

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

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.

22,300

Admissions/Entrance Fees

3,750

Miscellaneous Other Charges

Miscellaneous Charges

Unrestricted 3,500

Carryover and New Grants (#800 series)

Restricted 140,000

143,500

TOTAL OTHER CHARGES

373,188

TRANSFERS

Indirect Costs

Unrestricted (134,803)

Restricted 166,238

31,435

TOTAL TRANSFERS

31,435

TOTAL ADMINISTRATION

\$5,612,871

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 2017-18	Approved 2018-19	Approved 2019-20	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
02 Instructional Salaries/Wages					
1 Salaries	\$ 117,940,370	\$ 122,682,775	\$ 126,451,318	\$ 3,768,543	3.07%
Restricted Fund Summary					
02 Instructional Salaries/Wages					
1 Salaries	\$ 2,700,292	\$ 3,124,397	\$ 4,043,559	\$ 919,162	29.42%

Category 02 - Instructional Salaries and Wages
Changes - FY 2020

Non-Restricted Budget Changes

1. Various salary and wage changes including turnover	\$ (2,155,663)
2. Net of changes in hourly and substitute wages	36,838
3. Implementing collective bargaining agreements and MD Teacher Salary Incentive	<u>5,887,368</u>
Total Non-Restricted Increase - Category 02 - Instructional Salaries and Wages	3,768,543

Restricted Budget Net Increase - Category 02 - Instructional Salaries and Wages	<u>919,162</u>
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TOTAL INCREASE - Category 02 - Instructional Salaries and Wages	\$ 4,687,705
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CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
INSTRUCTIONAL SALARIES AND WAGES				
Positions				
1. Exempt	1,703.75	1,683.75	1,706.75	1,683.75
2. Non-Exempt	203.80	203.80	203.80	203.80
Total Positions	1,907.55	1,887.55	1,910.55	1,887.55
1 Salaries and Wages				
Classroom Assistants	\$4,411,422	\$4,509,647	\$4,695,426	\$4,695,426
Clerks & Secretaries	626,194	636,257	658,598	658,598
Temporary Classified	753,393	771,149	766,587	767,987
Classified Educational Add-Ons	69,420	68,190	72,840	72,840
Substitute Employees	2,582,474	2,745,454	2,744,482	2,749,642
Regular Educational	104,457,816	104,637,792	108,862,698	107,316,698
Temporary Educational	1,473,751	2,056,881	2,051,680	2,092,694
Educational Add-Ons	633,178	588,740	548,240	548,240
Outdoor School Add-Ons	63,940	65,350	65,350	65,350
Athletic Coaches	847,637	842,597	842,597	842,597
Other Extra Curricular Pay	253,283	265,134	265,134	265,134
Intramural Coaches	28,588	17,510	17,510	17,510
Team Leaders	849,959	849,120	847,560	847,560
Department Chairman	252,720	249,600	255,370	255,370
Student Service Coordinators	131,901	130,550	121,660	121,660
Teacher Longevity	191,610	193,424	213,522	213,522
Summer Work - Educational	265,966	263,566	283,659	283,659
Insurance Opt-Out	30,128	30,580	24,463	24,463
Vacation Payoff	1,008	0	0	0
Retirement Incentive	15,982	0	0	0
Funds For Negotiated Agreements	0	5,036,234	3,435,870	5,887,368
Hiring Turnover (F.T.E.)	0	(1,275,000)	(1,275,000)	(1,275,000)
Object Total	117,940,370	122,682,775	125,498,246	126,451,318
INSTRUCTIONAL SALARIES AND WAGES	\$117,940,370	\$122,682,775	\$125,498,246	\$126,451,318

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
INSTRUCTIONAL SALARIES AND WAGES				
Positions				
1. Exempt	31.90	31.90	31.90	33.40
2. Non-Exempt	4.80	4.80	4.80	5.80
Total Positions	<u>36.70</u>	<u>36.70</u>	<u>36.70</u>	<u>39.20</u>
1 Salaries and Wages				
Classroom Assistants	\$96,481	\$96,133	\$95,687	\$158,101
Temporary Classified	61,745	29,500	90,582	90,316
Classified Educational Add-Ons	1,288	1,590	1,290	1,290
Regular Educational	1,718,754	1,753,390	1,988,704	2,208,032
Temporary Educational	570,130	947,463	1,174,074	1,298,904
Educational Add-Ons	114,330	104,330	99,200	99,200
Insurance Opt-Out	0	1,310	0	0
Substitute Employees	137,564	190,681	187,716	187,716
Object Total	<u>2,700,292</u>	<u>3,124,397</u>	<u>3,637,253</u>	<u>4,043,559</u>
INSTRUCTIONAL SALARIES AND WAGES	\$2,700,292	\$3,124,397	\$3,637,253	\$4,043,559

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.

APPROVED BUDGET

SALARIES AND WAGES

	<u>Full-Time Equivalent</u>	
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	4,695,426
Classroom Assistants - Restricted		
Pre-K Paraprofessional	1.00	
Pre-Kindergarten	2.00	
Title I Parent Liaison	<u>2.80</u>	
Total Classroom Assistants - Restricted	5.80	158,101
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>658,598</u>
Total Classified Positions - Restricted & Unrestricted	209.60	5,512,125
Temporary Classified		
Salaries to classified employees for services rendered on an intermittent or short-term basis.		
a. Judy Center - Elmer Wolfe (#023)	Restricted	21,806
b. Judy Center - Robert Moton (#036)	Restricted	14,414
c. Judy Center - Cranberry Station (#063)	Restricted	13,969
d. Full-Day Pre-Kindergarten Expansion (#125)	Restricted	19,036
e. Maryland Safe Schools (#144)	Restricted	5,000
f. Summer Enrichment Program (#167)	Restricted	1,500
g. Judy Center - Taneytown (#187)	Restricted	<u>14,591</u>
Sub-Total Restricted		90,316
h. All Schools	Unrestricted	348,469
i. Director of High Schools	Unrestricted	2,319
j. Director of Elementary Schools	Unrestricted	14,456
k. Student Body Activities	Unrestricted	10,022
l. Perkins Title I-C: Program Improvement (#029)	Unrestricted	7,100
m. Pre-Kindergarten (#056)	Unrestricted	6,645
n. PreK - 2 Suspension Prevention (#117)	Unrestricted	28,180
o. HS Facilitator of Student Support (#122)	Unrestricted	70,002
p. Summer School: Middle (#223)	Unrestricted	546
q. Director's Distribution - High Schools (#271)	Unrestricted	4,683
r. Director's Distribution - Middle Schools (#272)	Unrestricted	55,375
s. Director's Distribution - Elementary Schools (#273)	Unrestricted	218,189
s. Multicultural Curriculum Development (#345)	Unrestricted	<u>2,000</u>
Sub-Total Unrestricted		767,986
Total Temporary Classified - Restricted & Unrestricted		858,302
Substitute Teachers		
Wages paid to individuals to fill in for a permanent employee for various scheduled time off periods from job assignment.		
a. Hold for Striving Readers Year 1 (#039)	Restricted	32,672
b. ESSA Title IV-A: Student Support and Academic Achievement (#048)	Restricted	82,194
c. NCLBA Title II - A: Teacher Quality (#062)	Restricted	53,500
d. Full-Day Pre-Kindergarten Expansion (#125)	Restricted	1,000
e. Maryland Safe Schools (#144)	Restricted	5,000
f. Kindergarten Readiness Assessment PD (#212)	Restricted	10,710
g. Fine Arts Initiative (#305)	Restricted	<u>2,640</u>
Sub-Total Restricted		187,716

INSTRUCTIONAL SALARIES AND WAGES

APPROVED BUDGET

h. Schools - All Levels	Unrestricted	2,470,000
i. Communications Office	Unrestricted	5,000
j. Chief of Schools	Unrestricted	3,500
k. Director of High Schools	Unrestricted	1,641
l. Director of Middle Schools	Unrestricted	20,803
m. Director of Elementary Schools	Unrestricted	1,040
n. Student Body Activities	Unrestricted	11,444
o. Student Personnel Services	Unrestricted	13,526
p. Curriculum	Unrestricted	74,566
q. Staff Development	Unrestricted	35,414
r. Academics, Equity, and Accountability	Unrestricted	3,500
s. Serve America Sub-Grant (#024)	Unrestricted	2,123
t. Perkins Title I-C: Program Improvement (#029)	Unrestricted	5,410
u. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	2,873
v. Pre-Kindergarten (#056)	Unrestricted	1,040
w. CCSGA (Student Government) / Student Leadership (#098)	Unrestricted	6,267
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	17,500
cc. Career Technology Education - Match (#429)	Unrestricted	1,040
Sub-Total Unrestricted		2,749,642

Total Substitute Teachers - Restricted & Unrestricted

2,937,358

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	7.50
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	14.00
Sub-Total	745.08

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

INSTRUCTIONAL SALARIES AND WAGES

**APPROVED
BUDGET**

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	14.90
School Psychologist - 12 Month	2.00
School Psychologist - Best Program	1.00
Sub-Total	783.22

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	18.75
Sub-Total	155.45

Total Regular Educational Positions - Unrestricted

1,683.75 107,316,699

Regular Educational Positions - Restricted

Intervention Therapist	1.00
Instructional Technology Resource Teacher	1.00
Judy Center Community Specialist	3.00
Judy Center Learning Community Teacher	2.00
Math Resource - Elementary	1.16
Media Specialist + 4 Days	1.00
Mentor Teacher - Elementary	0.90
Mentor Teacher - Secondary	0.50
Pre-K Teacher	2.00
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	0.34
Total Regular Educational Positions - Restricted	33.40

2,208,032

Total Regular Educational Positions - Unrestricted & Restricted

1,717.15

109,524,731

INSTRUCTIONAL SALARIES AND WAGES

APPROVED BUDGET

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. Judy Center - Robert Moton (#036)	Restricted	5,947
c. Striving Readers Comprehensive Literacy (#039)	Restricted	13,911
d. ESSA Title IV-A: Student Support and Academic Achievement (#048)	Restricted	11,800
e. Struggling Learners (#051)	Restricted	428,955
f. Carroll Hospital Center Education Program (#060)	Restricted	29,729
g. NCLB Title II-A: Teacher Quality (#062)	Restricted	80,265
h. Full-Day Pre-Kindergarten Expansion (#125)	Restricted	1,240
i. NCLB Title III-A: English Language Acquisition - Immigrant (#127)	Restricted	4,500
j. NCLB Title III-A: English Language Acquisition - LEP (#128)	Restricted	15,000
k. Perkins Title I-C: Program Improvement (#129)	Restricted	8,325
l. Maryland Safe Schools (#144)	Restricted	5,000
m. Summer Enrichment Program (#167)	Restricted	33,000
n. Judy Center - Taneytown (#187)	Restricted	15,776
o. Kindergarten Readiness Assessment (#212)	Restricted	5,681
p. Summer School - High School (#221)	Restricted	7,500
q. Various Grants Carryover (#800)	Restricted	500,000
r. New Grants (#805)	Restricted	110,000
Sub-Total Restricted		1,298,904
t. System-wide	Unrestricted	2,800
u. Chief of Schools	Unrestricted	1,224
w. Director of High Schools	Unrestricted	28,957
x. Director of Middle Schools	Unrestricted	31,836
y. Director of Elementary Schools	Unrestricted	1,232
z. Student Services	Unrestricted	28,852
aa. Curriculum	Unrestricted	66,722
bb. Curriculum - Staff Development	Unrestricted	38,862
cc. Student Body Activities	Unrestricted	1,000
dd. Academics, Equity, and Accountability	Unrestricted	1,224
ee. Gateway School	Unrestricted	5,000
ff. Behavioural Support (#017)	Unrestricted	30,000
gg. Serve America Sub-Grant (#024)	Unrestricted	2,081
hh. Perkins Title I-C: Program Improvement (#029)	Unrestricted	31,530
ii. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	44,080
jj. Summer School: High (#033)	Unrestricted	29,111
kk. Evening High School (#038)	Unrestricted	88,474
ll. Home Schooled Student's Portfolio Reviews (#042)	Unrestricted	12,069
mm. Pre-Kindergarten (#056)	Unrestricted	11,049
nn. Advancing Early Literacy (#061)	Unrestricted	126,416
oo. Student Support Center (#081)	Unrestricted	108,229
pp. ADA Accommodations (#090)	Unrestricted	5,000
qq. Home & Hospital Teaching (#113)	Unrestricted	157,080
rr. Middle School Reading and Mathematics Intervention (#119)	Unrestricted	496,739
ss. HS Facilitator of Student Support (#122)	Unrestricted	18,980
tt. Distance Learning (#136)	Unrestricted	54,544
uu. PBIS (#137)	Unrestricted	6,120
vv. Early Success (#171)	Unrestricted	5,202
ww. Summer School: High School (#221)	Unrestricted	8,000
xx. Summer School: Middle (#223)	Unrestricted	18,712
yy. Interpretation and Translation Services (#237)	Unrestricted	120,000
zz. Limited English Proficient (#238)	Unrestricted	156,067
aaa. Director's Distribution - Elementary School (#273)	Unrestricted	14,171
bbb. Local Intervention Initiatives - High Schools (#323)	Unrestricted	73,455
ccc. Local Intervention Initiatives - Middle Schools (#324)	Unrestricted	75,189
ddd. Local Intervention Initiatives - Elementary Schools (#325)	Unrestricted	141,489
eee. Multicultural Curriculum Development (#345)	Unrestricted	15,090
fff. Transitions Project (#361)	Unrestricted	25,908
ggg. Career Technology Education - Match (#429)	Unrestricted	10,200
Sub-Total Unrestricted		2,092,694

Total Temporary Educational - Restricted & Unrestricted

3,391,598

The following activities require coaching positions and intramural directors which serve our seven high schools and provided programs for 5,478 student-athletes and 226 corollary students during the 2017-2018 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

INSTRUCTIONAL SALARIES AND WAGES

APPROVED BUDGET

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.

283,659

Educational Add-Ons

Educational Staff with Masters +30 or Doctorate

Restricted 99,200

Unrestricted 613,590

Classified Staff with Business College Degrees

Restricted 1,290

Unrestricted 72,840

786,920

Team Leaders/Department Chairmen

Elementary and Middle School Team Leaders

847,560

High School Department Chairman

255,370

School Improvement Team Chairmen/Student Service Coordinator

121,660

1,224,590

Insurance Opt-Out

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

24,463

Longevity Teacher

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

213,522

Funds For Negotiated Agreements

5,887,368

Hiring Turnover (F.T.E.)

Amount reflects anticipated turnover of teaching positions.

(1,275,000)

TOTAL INSTRUCTIONAL SALARIES AND WAGES

\$130,494,877

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 2017-18	Approved 2018-19	Approved 2019-20	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
03 Student Personnel Services					
1 Salaries	\$ 1,515,598	\$ 1,647,986	\$ 1,582,950	\$ (65,036)	-3.95%
2 Contracted Services	47,522	71,060	68,260	(2,800)	-3.94%
3 Supplies/Materials	52,327	21,010	21,010	-	0.00%
4 Other Charges	6,376	7,675	7,575	(100)	-1.30%
	\$ 1,621,823	\$ 1,747,731	\$ 1,679,795	\$ (67,936)	-3.89%
Restricted Fund Summary					
03 Student Personnel Services					
4 Other Charges	\$ 1,894	\$ 5,000	\$ 5,000	\$ -	0.00%

Category 03 - Student Personnel Services

Changes - FY 2020

Non-Restricted Budget Changes

1. Various salary and wage changes including turnover	\$ (120,131)
2. Decrease in printing (combining parent handbook and informational calendar)	(2,800)
3. Decrease in dues	(100)
4. Increase in vacation payout	10,000
5. Implementing collective bargaining agreements	<u>45,095</u>
Total Non-Restricted Increase - Category 03 - Student Personnel Services	(67,936)

Restricted Budget Net Change - Category 03 - Student Personnel Services	<u>-</u>
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TOTAL INCREASE - Category 03 - Student Personnel Services	\$ (67,936)
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CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
STUDENT PERSONNEL SERVICES				
Positions				
1. Exempt	13.00	12.00	12.00	13.00
2. Non-Exempt	4.00	4.00	4.00	4.00
Total Positions	17.00	16.00	16.00	17.00
1 Salaries and Wages				
Regular Classified	\$164,160	\$164,111	\$170,126	\$170,126
Temporary Classified	5,532	6,121	6,121	6,121
Overtime Classified	0	1,500	1,500	1,500
Longevity Classified	11,827	11,827	12,096	12,096
Regular Professional	1,316,693	1,367,529	1,320,931	1,320,931
Temporary Professional	0	12,081	12,081	12,081
Vacation Payoff	16,783	5,000	15,000	15,000
Funds For Negotiated Agreements	0	78,703	45,095	45,095
Insurance Opt-Out	603	1,114	0	0
Object Total	1,515,598	1,647,986	1,582,950	1,582,950
2 Contracted Services				
Printing & Binding	11,432	14,060	14,060	11,260
Rental of Business Machines	1,090	2,000	2,000	2,000
Other Contracted Services	35,000	55,000	55,000	55,000
Object Total	47,522	71,060	71,060	68,260
3 Supplies and Materials				
Office Supplies	12,477	12,000	12,000	12,000
Books & Periodicals	0	510	510	510
Food	300	0	0	0
General Supplies	2,693	3,500	3,500	3,500
Computer Equipment < \$5,000	36,216	5,000	5,000	5,000
Sensitive Items - Non I.T.	641	0	0	0
Object Total	52,327	21,010	21,010	21,010
4 Other Charges				
Local Mileage Reimbursement	966	2,300	2,300	2,300
Dues	490	1,725	1,625	1,625
Subscriptions	0	250	250	250
Conferences & Trainings	4,420	3,400	3,400	3,400
Admissions/Entrance Fees	485	0	0	0
Miscellaneous - Other Charges	15	0	0	0
Object Total	6,376	7,675	7,575	7,575
TOTAL STUDENT PERSONNEL SERVICES	\$1,621,823	\$1,747,731	\$1,682,595	\$1,679,795

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
STUDENT PERSONNEL SERVICES				
4 Other Charges				
Conferences & Trainings	\$1,894	\$0	\$0	\$0
Miscellaneous - Other Charges	<u>0</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
Object Total	<u>1,894</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
 TOTAL STUDENT PERSONNEL SERVICES	 \$1,894	 \$5,000	 \$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.

		APPROVED <u>BUDGET</u>
SALARIES AND WAGES	Full-Time <u>Equivalent</u>	
Existing Positions		
Professional Positions - Non-Restricted		
Director - Student Services	1.00	
Pupil Personnel Workers	10.00	
School Social Workers	1.00	
Supervisor - Student Support	<u>1.00</u>	
Total Existing Professional Positions	13.00	1,320,931
Classified Positions - Non-Restricted		
Director's Secretary	1.00	
Secretary III - 12 Month	<u>3.00</u>	
Total Existing Classified Positions	4.00	<u>170,126</u>
Total Existing Positions - Professional and Classified	17.00	1,491,057
Other Salaries and Wages		
Temporary Classified		6,121
Overtime Classified		1,500
Longevity Classified		12,096
Temporary Professional		12,081
Vacation Payoff		15,000
Funds for Negotiated Agreements		<u>45,095</u>
TOTAL SALARIES AND WAGES		1,582,950
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.		11,260
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		68,260

STUDENT PERSONNEL SERVICES**APPROVED
BUDGET****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 < \$5,0005,000**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.

1,625

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

5,000**TOTAL OTHER CHARGES****12,575****TOTAL STUDENT PERSONNEL SERVICES****\$1,684,795**

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				\$ (Decrease)	% (Decrease)
	Actual 2017-18	Approved 2018-19	Approved 2019-20	Increase over Prior Year	Increase over Prior Year
04 Student Health Services					
1 Salaries	\$ 3,297,717	\$ 3,432,652	\$ 3,650,454	\$ 217,802	6.35%
2 Contracted Services	222,510	138,669	258,669	120,000	86.54%
3 Supplies/Materials	61,978	104,232	104,007	(225)	-0.22%
4 Other Charges	10,175	14,762	12,762	(2,000)	-13.55%
	\$ 3,592,380	\$ 3,690,315	\$ 4,025,892	\$ 335,577	9.09%
Restricted Fund Summary					
04 Student Health Services					
1 Salaries	\$ 7,749	\$ 3,180	\$ 3,180	\$ -	0.00%
2 Contracted Services	3,195	4,321	4,321	-	0.00%
3 Supplies/Materials	-	18,743	18,743	-	0.00%
4 Other Charges	49	75,744	75,744	-	0.00%
5 Land, Bldg, Equip Additional	-	13,249	13,249	-	0.00%
	\$ 10,993	\$ 115,237	\$ 115,237	\$ -	0.00%

Category 04 - Student Health Services
Changes - FY 2020

Non-Restricted Budget Changes

1. Various salary and wage changes including turnover	\$ (66,177)
2. Decrease in license fees	(2,000)
3. Net decrease in various supplies	(225)
4. Increase in substitute nursing wages to align with usage	50,000
5. Increase in contracted nursing services to align with usage	120,000
4. Implementing collective bargaining agreements and MD Teacher Salary Incentive	<u>233,979</u>
Total Non-Restricted Increase - Category 04 - Student Health Services	335,577

Restricted Budget Net Change - Category 04 - Student Health Services	<u>-</u>
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TOTAL INCREASE - Category 04 - Student Health Services	\$ 335,577
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CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
STUDENT HEALTH SERVICES				
Positions				
1. Exempt	47.60	47.60	47.60	47.60
2. Non-Exempt	4.20	4.40	4.40	4.40
Total Positions	51.80	52.00	52.00	52.00
1 Salaries and Wages				
Regular Classified	\$204,379	\$203,379	\$210,733	\$210,733
Temporary Classified	3,560	12,765	12,765	12,765
Substitute Nurses	104,733	45,000	50,000	100,000
Regular Professional	2,951,680	2,984,634	3,052,444	3,052,444
Temporary Professional	18,265	26,985	26,269	26,269
Professional Educational Add-Ons	11,241	11,241	11,733	11,733
Retirement Incentive	1,328	0	0	0
Insurance Opt-Out	2,531	2,530	2,531	2,531
Funds For Negotiated Agreements	0	146,118	98,323	233,979
Object Total	3,297,717	3,432,652	3,464,798	3,650,454
2 Contracted Services				
Printing & Binding	343	730	730	730
Rental of Business Machines	456	0	0	0
Consultants	0	189	189	189
Other Contracted Services	221,711	137,750	137,750	257,750
Object Total	222,510	138,669	138,669	258,669
3 Supplies and Materials				
Office Supplies	551	1,850	1,850	1,850
Books & Periodicals	130	4,126	3,926	3,926
Health Room Supplies	58,749	97,256	97,731	97,731
Food	612	1,000	500	500
General Supplies	834	0	0	0
Sensitive Items - Non I.T.	128	0	0	0
Other Non-Instructional Supplies	974	0	0	0
Object Total	61,978	104,232	104,007	104,007
4 Other Charges				
Local Mileage Reimbursement	4,178	6,000	6,000	6,000
License Fees	2,656	5,000	3,000	3,000
Dues	100	100	100	100
Subscriptions	0	712	712	712
Conferences & Trainings	2,823	2,950	2,950	2,950
Admission Fees	418	0	0	0
Object Total	10,175	14,762	12,762	12,762
TOTAL STUDENT HEALTH SERVICES	\$3,592,380	\$3,690,315	\$3,720,236	\$4,025,892

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
STUDENT HEALTH SERVICES				
1 Salaries and Wages				
Temporary Classified	\$4,148	\$3,180	\$3,180	\$3,180
Temporary Professional	3,601	0	0	0
Object Total	<u>7,749</u>	<u>3,180</u>	<u>3,180</u>	<u>3,180</u>
2 Contracted Services				
Medical & Dental Fees	1,156	2,924	2,924	2,924
Public Carriers	0	1,297	1,297	1,297
Other Contracted Services	2,039	100	100	100
Object Total	<u>3,195</u>	<u>4,321</u>	<u>4,321</u>	<u>4,321</u>
3 Supplies and Materials				
Clothing and Footwear	0	3,168	3,168	3,168
Health Room Supplies	0	15,575	15,575	15,575
Object Total	<u>0</u>	<u>18,743</u>	<u>18,743</u>	<u>18,743</u>
4 Other Charges				
Local Mileage Reimbursement	0	744	744	744
Miscellaneous-Other Charges	49	75,000	75,000	75,000
Object Total	<u>49</u>	<u>75,744</u>	<u>75,744</u>	<u>75,744</u>
5 Equipment Additional				
Classroom Furniture and Equipment	0	13,249	13,249	13,249
Object Total	<u>0</u>	<u>13,249</u>	<u>13,249</u>	<u>13,249</u>
TOTAL STUDENT HEALTH SERVICES	\$10,993	\$115,237	\$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	42.60		
Registered Nurse - Floaters	<u>4.00</u>		
Total Professional Positions	47.60	3,052,444	
Classified Positions			
Licensed Practical Nurses	<u>4.40</u>		
Total Classified Positions	4.40	<u>210,733</u>	
Total Positions - Professional and Classified	52.00		3,263,177
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.			
			100,000
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.			
			26,269
Professional Educational Add-Ons			
a. Outdoor School (#016)	Unrestricted	<u>11,733</u>	11,733
Insurance Opt-Out			
Reimbursement to employees, who choose to opt-out of the health insurance program, per negotiated agreements.			
			2,531
Funds For Negotiated Agreements			<u>233,979</u>
TOTAL SALARIES AND WAGES			3,653,634

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 | 243,000 |
| d. | To contract regarding services for Automated External Defibrillators (#009). | Unrestricted | 12,750 |
| e. | Extended School Year Services for Disabled Students (#101). | Unrestricted | <u>2,000</u> |

259,147

TOTAL CONTRACTED SERVICES

262,990

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.

3,926

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 | | 63,476 |
| c. | AED (Automated External Defibrillators) (#009) | | 31,790 |
| d. | Outdoor School (#016) | | 1,515 |
| e. | Career & Technology (#029) | | 950 |

113,306

Food

Food supplies used within Health Suites.

500

TOTAL SUPPLIES AND MATERIALS

122,750

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

3,000

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>	<u>75,000</u>
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TOTAL OTHER CHARGES

88,506

EQUIPMENT ADDITIONAL

a.	Classroom Furniture and Equipment	Restricted	<u>13,249</u>	
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TOTAL EQUIPMENT ADDITIONAL

13,249

TOTAL STUDENT HEALTH SERVICES

\$4,141,129

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 2017-18	Approved 2018-19	Approved 2019-20	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
05 Student Transportation					
1 Salaries	\$ 1,091,949	\$ 1,120,860	\$ 1,129,290	\$ 8,430	0.75%
2 Contracted Services	20,241,775	20,484,557	21,317,970	833,413	4.07%
3 Supplies/Materials	7,694	159,500	6,300	(153,200)	-96.05%
4 Other Charges	247,719	266,866	320,132	53,266	19.96%
	\$ 21,589,137	\$ 22,031,783	\$ 22,773,692	\$ 741,909	3.37%
Restricted Fund Summary					
05 Student Transportation					
2 Contracted Services	\$ 40,169	\$ 99,700	\$ 148,850	\$ 49,150	49.30%

Category 05 - Student Transportation

Changes - FY 2020

Non-Restricted Budget Changes

1. Camera replacement costs for busses to be paid from CIP	\$ (150,000)
2. Various salary and wage changes including turnover	(23,705)
3. Decrease in various contracted services	(2,800)
4. Net decrease in various supply and other changes line items	(2,500)
5. Implementing collective bargaining agreements	32,135
6. Increase in vehicle insurance costs	52,566
7. Increase in transportation for interscholastic and corollary athletics programs	91,044
8. Increase in bus contractor costs (maintenance, fuel, bus depreciation, driver/assistant wages)	<u>745,169</u>
Total Non-Restricted Increase - Category 05 - Student Transportation	741,909

Restricted Budget Net Increase - Category 05 - Student Transportation	<u>49,150</u>
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TOTAL INCREASE - Category 05 - Student Transportation	\$ 791,059
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CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
STUDENT TRANSPORTATION				
Positions				
1. Exempt	7.00	7.00	8.00	8.00
2. Non-Exempt	7.00	7.00	6.00	6.00
Total Positions	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>
1 Salaries and Wages				
Regular Classified	\$301,489	\$301,489	\$269,965	\$269,965
Temporary Classified	13,755	25,000	20,000	20,000
Overtime Classified	6,513	5,000	6,000	6,000
Longevity Classified	11,686	11,686	17,876	17,876
Regular Professional	734,759	727,938	782,093	782,093
Vacation Payoff	21,727	0	0	0
Retirement Incentive	800	0	0	0
Insurance Opt-Out	1,220	1,220	1,221	1,221
Funds For Negotiated Agreements	0	48,527	32,135	32,135
Object Total	<u>1,091,949</u>	<u>1,120,860</u>	<u>1,129,290</u>	<u>1,129,290</u>
2 Contracted Services				
Maintenance & Repair of Equipment	44,598	35,000	50,000	50,000
Maintenance & Repair of Vehicles	22,635	25,000	25,000	25,000
Printing & Binding	827	3,500	9,700	9,700
Rental of Business Machines	1,470	2,000	2,000	2,000
Medical Examinations	1,935	1,500	1,500	1,500
Student Body Transportation	743,260	734,749	825,793	831,793
Bus Contractors	19,374,023	19,601,808	20,168,417	20,346,977
Parent Reimbursement	14,445	35,000	15,000	15,000
Bus Inspection	17,763	20,000	20,000	20,000
Vandalism Expenses-Buses	805	1,000	1,000	1,000
Other Contracted Services	20,014	25,000	15,000	15,000
Object Total	<u>20,241,775</u>	<u>20,484,557</u>	<u>21,133,410</u>	<u>21,317,970</u>
3 Supplies and Materials				
Vehicle fuel, lube, tires	28	0	0	0
Office Supplies	3,170	3,500	3,500	3,500
Books & Periodicals	546	500	800	800
Food	879	0	0	0
General Supplies	162	500	0	0
Sensitive Items - Non I.T.	0	150,000	150,000	0
Other Supplies & Materials	2,909	5,000	2,000	2,000
Object Total	<u>7,694</u>	<u>159,500</u>	<u>156,300</u>	<u>6,300</u>

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
STUDENT TRANSPORTATION - continued				
4 Other Charges				
Local Mileage Reimbursement	176	500	200	200
License Fees	20,700	24,000	24,000	24,000
Communications	960	500	0	0
Postage	50	200	200	200
Gasoline	12,580	14,000	16,000	16,000
Dues	406	1,000	500	500
Subscriptions	414	300	300	300
Conferences & Trainings	4,602	10,000	10,000	10,000
Vehicle Insurance	207,481	216,366	268,932	268,932
Admissions	350	0	0	0
Object Total	247,719	266,866	320,132	320,132
 TOTAL STUDENT TRANSPORTATION	 \$21,589,137	 \$22,031,783	 \$22,739,132	 \$22,773,692

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
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STUDENT TRANSPORTATION

2 Contracted Services

Student Body Transportation	\$40,169	\$29,700	\$100,350	\$100,850
Bus Contractors	0	70,000	0	0
Other Contracted Services	0	0	48,000	48,000
Object Total	<u>40,169</u>	<u>99,700</u>	<u>148,350</u>	<u>148,850</u>

TOTAL STUDENT TRANSPORTATION	\$40,169	\$99,700	\$148,350	\$148,850
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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.

		APPROVED BUDGET
SALARIES AND WAGES		
	Full-Time Equivalent	
Existing Positions:		
Regular Professional Positions		
Director - Transportation	1.00	
Supervisor - Transportation	1.00	
Area Supervisors - Transportation	3.00	
Supervisor - Operations Performance	1.00	
Transportation Analyst	<u>2.00</u>	
Total Professional Positions	8.00	782,093
Classified Positions		
Clerk Accountant III - 12 Month	1.00	
Lead School Vehicle Driver Instructor	1.00	
School Vehicle Driver Instructor	2.00	
Transportation Routing & Scheduling Associate	<u>2.00</u>	
Total Classified Positions	6.00	<u>269,965</u>
Total Professional and Classified Positions	14.00	1,052,058
Temporary Classified		
To cover cost of non-exempt employees in the summer.		20,000
Overtime Classified		6,000
Longevity Classified		
To comply with the longevity provision in the Master Agreement between non-exempt employees and the Board of Education		17,876
Insurance Opt-Out		
Reimbursement to employees who elect to opt-out of the Board of Education's insurance program.		1,221
Funds For Negotiated Agreements		<u>32,135</u>
TOTAL SALARIES AND WAGES		1,129,290
CONTRACTED SERVICES		
Maintenance & Repair of Equipment		50,000
Maintenance & Repair of Vehicles		25,000
Printing and Binding		
Payments to outside printing companies to provide documents associated with the operations of Student Transportation.		9,700
Rental of Business Machines		2,000
Medical Examinations		
Funds for physical examinations, State mandated drug and alcohol testing of school bus drivers.		1,500

STUDENT TRANSPORTATION

APPROVED BUDGET

Rental of Motor Vehicles

Unrestricted

Funds to transport athletic teams, including corollary sports	673,653	
Funds to transport for fine arts activities, including marching bands.	68,369	
Funds to transport for projects:		
a. Perkins Title I-C: Program Improvement (#029)	19,260	
b. Families Learning Together (#031)	816	
c. CCSGA (Student Government) / Student Leadership (#098)	1,000	
d. PRIDE - Elementary (#118)	5,994	
e. High School Academic Competition (#147)	13,076	
f. Limited English Proficient (#238)	4,000	
g. Multicultural Curriculum Development (#345)	6,000	
h. Career Technology Education - Match (#429)	1,200	
Funds to transport students on Instructional Field Trips.	<u>38,425</u>	
Total Unrestricted	831,793	

Restricted

h. Judy Center @ Elmer Wolfe Elementary (#023)	600	
i. Judy Center @ Robert Moton (#036)	700	
j. Hold for Striving Readers Year 1 (#039)	600	
k. CCSGA (Student Government) / Student Leadership (#098)	2,000	
l. Full-Day Pre-Kindergarten Expansion (#125)	500	
m. Summer Enrichment Program (#167)	750	
n. Judy Center @ Taneytown Elementary (#187)	700	
o. New (#805) and Carryover (#800) Grants	<u>95,000</u>	
Total Restricted	100,850	
Total Unrestricted & Restricted		932,643

Bus Contractors

Payments to private carriers for transporting students to and from school, including regular route contracts and special education contracts.	20,346,977
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Parent Reimbursement

To reimburse parents for vehicle use to transport students to private and special schools.	15,000
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Bus Inspection

All school buses, Board-owned and contract, are inspected three times yearly. Outside personnel are employed for these inspections.	20,000
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Vandalism Expenses - Buses

Payments to repair bus damage pertaining to vandalism.	1,000
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Other Contracted Services

First Aid training, routing input for computer system, Accu-Weather, Regional Planning Council and Mapping services.		
Unrestricted	15,000	
Restricted	<u>48,000</u>	63,000

TOTAL CONTRACTED SERVICES

21,466,820

SUPPLIES AND MATERIALS - Unrestricted

Office Supplies

Stationery, forms, paper.	3,500
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Books and Periodicals

Purchase of books and periodicals for professional staff.	800
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Other Supplies & Materials

For cleaning and miscellaneous supplies used in connection with transportation.	<u>2,000</u>
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TOTAL SUPPLIES AND MATERIALS

6,300

STUDENT TRANSPORTATION**APPROVED
BUDGET****OTHER CHARGES - Unrestricted****Local Mileage Reimbursement**

Reimbursement to individuals in carrying out assigned duties,
including negotiated mileage allowance.

200

License Fees

24,000

Postage

200

Gasoline

Gasoline, oil, and lubricants for Board of Education
owned buses and staff vehicles

16,000

Dues & Subscriptions

800

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.

268,932**TOTAL OTHER CHARGES****320,132****TOTAL STUDENT TRANSPORTATION****\$22,922,542**

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 2017-18	Approved 2018-19	Approved 2019-20	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
06 Operation of Plant					
1 Salaries	\$ 11,243,858	\$ 12,025,327	\$ 12,090,819	\$ 65,492	0.54%
2 Contracted Services	3,004,520	3,068,087	2,116,935	(951,152)	-31.00%
3 Supplies/Materials	1,205,485	1,432,318	1,348,518	(83,800)	-5.85%
4 Other Charges	7,226,370	7,499,333	7,304,464	(194,869)	-2.60%
5 Land, Bldg, Equip Additional	192,022	-	-	-	0.00%
6 Land, Bldg, Equip Replacement	4,769	-	-	-	0.00%
	\$ 22,877,024	\$ 24,025,065	\$ 22,860,736	\$ (1,164,329)	-4.85%
Restricted Fund Summary					
06 Operation of Plant					
2 Contracted Services	\$ 22,095	\$ -	\$ 123,500	\$ 123,500	100.00%
3 Supplies/Materials	68	-	-	-	0.00%
4 Other Charges	-	35,000	40,475	5,475	15.64%
	\$ 22,163	\$ 35,000	\$ 163,975	\$ 128,975	368.50%

Category 06 - Operation of Plant

Changes - FY 2020

Non-Restricted Budget Changes

1. Decreases to in-kind services for Winchester Building (now owned by school system)	\$ (1,228,900)
2. Various salary and wage changes including turnover	(303,042)
3. Decrease in computer equipment < \$5,000 (transferred to category 12)	(100,000)
4. Decrease in telecommunications costs	(25,000)
5. Decrease in other contracted services	(21,000)
6. Decrease in professional development and dues	(1,500)
7. Increase in materials and supplies for equipment repair	16,200
8. Increase in printing and binding	20,000
9. Increase in hourly security guards for after school events (high schools)	26,250
10. Increase in property & fire insurance	30,531
11. Increase in maintenance and repair of equipment	79,848
12. Implementing collective bargaining agreements	<u>342,284</u>
Total Non-Restricted Decrease - Category 06 - Operation of Plant	(1,164,329)
Restricted Budget Net Increase - Category 06 - Operation of Plant	<u>128,975</u>
TOTAL DECREASE - Category 06 - Operation of Plant	\$ (1,035,354)

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
OPERATION OF PLANT				
Positions				
1. Exempt	6.50	6.00	6.00	6.00
2. Non-Exempt	257.30	256.10	258.10	256.10
Total Positions	263.80	262.10	264.10	262.10
 1 Salaries and Wages				
Regular Classified	\$9,818,366	\$10,166,725	\$10,387,788	\$10,273,788
Temporary Classified	293,922	459,818	469,818	469,818
Classified Educational Add-Ons	3,618	3,500	4,000	4,000
Overtime Classified	216,168	214,817	214,817	214,817
Longevity Classified	4,199	0	4,469	4,469
Regular Professional	536,267	526,300	545,793	545,793
Substitute Employees	312	0	0	0
Professional Educational Add-Ons	58,725	57,600	59,040	59,040
Security Guards	149,772	124,250	150,500	150,500
Vacation Pay-Off	159,040	150,000	150,000	150,000
Retirement Incentive	1,347	0	0	0
Insurance Opt-Out	2,122	2,530	1,310	1,310
Funds For Negotiated Agreements	0	444,787	322,902	342,284
Hiring Turnover (F.T.E.)	0	(125,000)	(125,000)	(125,000)
Object Total	11,243,858	12,025,327	12,185,437	12,090,819
 2 Contracted Services				
Maintenance & Repair of Equipment	899,007	894,637	974,485	974,485
Printing & Binding	21	450	20,450	20,450
Rental of Business Machines	2,061	3,600	3,600	3,600
Asbestos Removal	13,895	16,000	16,000	16,000
Cleaning Services	223,383	260,000	260,000	260,000
Rental of Building & Office Space	1,390,096	1,525,000	495,000	495,000
Other Contracted Services	476,057	368,400	347,400	347,400
Object Total	3,004,520	3,068,087	2,116,935	2,116,935
 3 Supplies and Materials				
Office Supplies	2,292	9,750	9,750	9,750
Clothing & Footwear	33,151	34,000	34,000	34,000
Custodial Materials	518,350	513,846	513,846	513,846
Books and Periodicals	0	100	100	100
Equip. Maintenance & Repair Supp.	131,796	82,950	99,150	99,150
Real Prop Maint & Repair Supplies	2,848	2,900	2,900	2,900
Food	551	600	600	600
General Supplies	373,464	40,000	40,000	40,000
Audio-Visual Repair Supplies	4,429	0	0	0
Computer Equipment < \$5,000	30,679	645,672	645,672	545,672
Sensitive Items - Non-I.T.	53,196	30,000	30,000	30,000
Other Supplies & Materials	54,729	72,500	72,500	72,500
Object Total	1,205,485	1,432,318	1,448,518	1,348,518

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
OPERATION OF PLANT - continued				
4 Other Charges				
Local Mileage Reimbursement	11,993	15,225	15,225	15,225
License Fees	381,400	289,300	289,300	289,300
Communications	133,001	125,000	100,000	100,000
Heating Fuels	591,385	519,943	519,943	519,943
Gasoline	168	0	0	0
Gas, Electricity and Steam	4,921,314	5,264,682	5,080,782	5,080,782
Dues	101	1,000	500	500
Subscriptions	0	50	50	50
Water and Sewage	754,191	813,589	798,589	798,589
Conferences & Trainings	8,524	6,150	5,150	5,150
Insurance - Property/Fire	415,284	437,794	468,325	468,325
Insurance - Self-Insur. (Property)	8,727	25,000	25,000	25,000
Admission Fees	44	0	0	0
Miscellaneous - Other Charges	238	1,600	1,600	1,600
Object Total	7,226,370	7,499,333	7,304,464	7,304,464
5 Equipment Additional				
Data Processing Equipment	192,022	0	0	
Object Total	192,022	0	0	0
6 Equipment Replacement			0	
Data Processing Equipment	4,769	0	0	
Object Total	4,769	0	0	0
TOTAL OPERATION OF PLANT	\$22,877,024	\$24,025,065	\$23,055,354	\$22,860,736

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
OPERATION OF PLANT				
2 Contracted Services				
Maintenance & Repair of Equip.	\$22,095	\$0	\$6,000	\$6,000
Consultants	0	0	50,000	50,000
Other Contracted Services	0	0	67,500	67,500
Object Total	<u>22,095</u>	<u>0</u>	<u>123,500</u>	<u>123,500</u>
3 Supplies and Materials				
Equipe Maint & Repair Supp.	<u>68</u>	<u>0</u>	<u>0</u>	<u>0</u>
Object Total	<u>68</u>	<u>0</u>	<u>0</u>	<u>0</u>
4 Other Charges				
Professional Development	0	0	5,475	5,475
Miscellaneous - Other Charges	0	35,000	35,000	35,000
Object Total	<u>0</u>	<u>35,000</u>	<u>40,475</u>	<u>40,475</u>
TOTAL OPERATION OF PLANT	\$22,163	\$35,000	\$163,975	\$163,975

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 property insurance, the cost of all service contracts on moveable equipment, and service technicians assigned to repair and maintain instructional and non-instructional equipment and security services.

APPROVED BUDGET

SALARIES AND WAGES

Existing Positions	Full-Time	
Professional Positions	<u>Equivalent</u>	
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 and Emergency Mgmt	1.00	
User Liaison Specialist	<u>1.00</u>	
Total Professional Positions	6.00	545,793
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>10,273,788</u>
Total Professional and Classified Positions	262.10	10,819,581
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.		469,818
Classified Educational Add-Ons		
Educational Add-Ons for non-exempt employees.		
Payments for certification for Boiler - Stationary Engineer, per negotiated contract.		4,000

OPERATION OF PLANT

APPROVED BUDGET

Overtime Classified	
Overtime payments to non-exempt employees	214,817
Vacation Payoff	
Compensation to non-exempt employees for unused vacation time.	150,000
Longevity Classified	4,469
Professional Educational Add-Ons	59,040
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.	150,500
Insurance Opt-Out	
Reimbursement to employees who elect to opt-out of the Board insurance program.	1,310
Funds For Negotiated Agreements	342,284
Hiring Turnover (F.T.E.)	<u>(125,000)</u>
TOTAL SALARIES AND WAGES	12,090,819

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.

Unrestricted	974,485	
Restricted	<u>6,000</u>	980,485

Printing and Binding

Printing of necessary forms used within Operation of Plant. 20,450

Rental of Business Machines

3,600

Asbestos Removal

Asbestos inspections and awareness training - contract. 16,000

Consultants

Restricted 50,000

Cleaning Services

Collection and removal of refuse from all schools on a regular schedule and recycling costs - contract. 260,000

OPERATION OF PLANT

APPROVED BUDGET

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

495,000

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.

Unrestricted	347,400	
Restricted	<u>67,500</u>	<u>414,900</u>

TOTAL CONTRACTED SERVICES

2,240,435

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.

99,150

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

545,672

OPERATION OF PLANT

APPROVED BUDGET

Sensitive Items Non-I.T.	30,000
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Other Supplies & Materials

To purchase replacement supplies (individual cost less than \$1,000) for schools and Plant Operations.	72,500
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TOTAL SUPPLIES AND MATERIALS	1,348,518
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OTHER CHARGES

Local Mileage Reimbursement

Payment for mileage incurred for Board related travel by employees.	15,225
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License Fees	289,300
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Communications

To maintain communication costs for Central Office and schools. Items include broadband services, Carroll County Public Library - Internet Services and Arch wireless - pagers.	100,000
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Heating Fuels

Payments to firms for heating fuels.	519,943
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Gas, Electricity and Steam

Payments to utility companies for gas, electricity for lighting and heating	5,080,782
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Dues and Subscriptions

Dues to professional organizations, i.e. ASBO, and subscriptions to professional magazines and publications.	550
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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.	798,589
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Conferences & Trainings

Costs of attending conferences, meetings, in-services, training and other professional development.	Unrestricted	5,150	
	Restricted	<u>5,475</u>	10,625

Insurance - Property/Fire

Payments associated with the coverage of property/fire insurance to safeguard the schools' assets (building, equipment & contents).	468,325
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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
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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

7,344,939

TOTAL OPERATION OF PLANT

\$23,024,711

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 2017-18	Approved 2018-19	Approved 2019-20	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
07 Maintenance of Plant					
1 Salaries	\$ 3,474,996	\$ 3,576,729	\$ 3,683,836	\$ 107,107	2.99%
2 Contracted Services	1,372,974	1,515,640	1,451,427	(64,213)	-4.24%
3 Supplies/Materials	1,066,568	1,070,615	972,048	(98,567)	-9.21%
4 Other Charges	201,900	196,778	190,778	(6,000)	-3.05%
5 Land, Bldg, Equip Additional	7,470	-	-	-	0.00%
6 Land, Bldg, Equip Replacement	976,666	341,804	-	(341,804)	-100.00%
9 Transfers	-	-	(683,000)	(683,000)	-100.00%
	\$ 7,100,574	\$ 6,701,566	\$ 5,615,089	\$ (1,086,477)	-16.21%
Restricted Fund Summary					
07 Maintenance of Plant					
2 Contracted Services	\$ 97,659	\$ 137,261	\$ 137,261	\$ -	0.00%
4 Other Charges	-	35,000	35,000	-	0.00%
6 Land, Bldg, Equip Replacement	36,132	-	-	-	0.00%
	\$ 133,791	\$ 172,261	\$ 172,261	\$ -	0.00%

Category 07 - Maintenance of Plant

Changes - FY 2020

Non-Restricted Budget Changes

1. Mechanical/categorical posting error between category 07 (maintenance of plant) and category 08 (fixed charges)	\$ (683,000)
2. Contract payments to Johnson Controls for various energy management initiatives (principal - paid off in FY 2019)	(341,804)
3. Decrease in maintenance and repair supplies	(98,567)
4. Decrease in contracted services for maintenance of buildings	(64,213)
5. Decrease in gasoline purchases	(4,000)
6. Decrease in license fees	(2,000)
7. Various salary and wage changes including turnover	2,676
8. Implementing strategic plan initiatives and collective bargaining agreements	<u>104,431</u>
Total Non-Restricted Decrease - Category 07 - Maintenance of Plant	(1,086,477)

Restricted Budget Net Change - Category 07 - Maintenance of Plant

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TOTAL DECREASE - Category 07 - Maintenance of Plant \$ (1,086,477)

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
MAINTENANCE OF PLANT				
Positions				
1. Exempt	3.50	3.00	3.00	3.00
2. Non-Exempt	67.00	67.00	67.00	67.00
Total Positions	<u>70.50</u>	<u>70.00</u>	<u>70.00</u>	<u>70.00</u>
 1 Salaries and Wages				
Regular Classified	\$3,056,578	\$3,134,928	\$3,173,471	\$3,173,471
Classified Educational Add-Ons	9,652	9,700	9,600	9,600
Overtime Classified	93,738	63,364	63,364	63,364
Longevity Classified	1,461	1,461	1,490	1,490
Vacation Pay-Off	17,433	35,000	35,000	35,000
Regular Professional	295,576	237,445	326,480	326,480
Retirement Incentive	558	0	0	0
Funds For Negotiated Agreements	0	124,831	104,431	104,431
Hiring Turnover (F.T.E.)	0	(30,000)	(30,000)	(30,000)
Object Total	<u>3,474,996</u>	<u>3,576,729</u>	<u>3,683,836</u>	<u>3,683,836</u>
 2 Contracted Services				
Maintenance & Repair of Equipment	123,253	99,917	99,917	99,917
Maintenance & Repair of Vehicles	48,395	62,598	61,198	61,198
Printing & Binding	47	200	200	200
Rental of Business Machines	10,267	3,020	3,020	3,020
Asbestos Removal	1,600	25,000	22,398	22,398
Maintenance - Grounds	244,844	282,627	272,416	272,416
Maintenance - Buildings	837,754	974,429	924,429	924,429
Medical and Dental Fees	109	0	0	0
Vandalism Expenses	326	4,000	4,000	4,000
Other Contracted Services	106,379	63,849	63,849	63,849
Object Total	<u>1,372,974</u>	<u>1,515,640</u>	<u>1,451,427</u>	<u>1,451,427</u>
 3 Supplies and Materials				
Office Supplies	1,493	4,520	4,520	4,520
Clothing & Footwear	13,449	9,000	9,000	9,000
Books and Periodicals	244	200	200	200
Vehicle Repair Supplies	70,121	65,633	65,633	65,633
Equip. Maintenance & Repair Supp.	102,328	90,904	90,904	90,904
Real Property Maint & Rep Supplies	831,823	812,198	713,631	713,631
Food	1,197	200	200	200
Security Systems Supplies	2,667	4,023	4,023	4,023
AV Repair Supplies	196	0	0	0
Computer Equip. < \$5,000	254	0	0	0
Sensitive Items Non-I.T.	3,930	30,000	30,000	30,000
Vandalism Supplies	1,657	3,937	3,937	3,937
Other Supplies & Materials	37,209	50,000	50,000	50,000
Object Total	<u>1,066,568</u>	<u>1,070,615</u>	<u>972,048</u>	<u>972,048</u>

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
MAINTENANCE OF PLANT - continued				
4 Other Charges				
Local Mileage Reimbursement	367	150	150	150
License Fees	32,092	32,000	30,000	30,000
Gasoline	145,509	159,283	155,283	155,283
Dues	41	200	200	200
Subscriptions	112	150	150	150
Conferences & Trainings	21,682	3,000	3,000	3,000
Miscellaneous - Other Charges	2,097	1,995	1,995	1,995
Object Total	<u>201,900</u>	<u>196,778</u>	<u>190,778</u>	<u>190,778</u>
5 Equipment Additional				
Portable Tools & minor equipment	7,470	0	0	
Object Total	<u>7,470</u>	<u>0</u>	<u>0</u>	<u>0</u>
6 Equipment Replacement				
Motor Vehicles	976,666	0	0	
Machinery	0	341,804	0	
Object Total	<u>976,666</u>	<u>341,804</u>	<u>0</u>	<u>0</u>
9 Transfers				
Interfund Transfers	0	0	0	(683,000)
Object Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>(683,000)</u>
TOTAL MAINTENANCE OF PLANT	\$7,100,574	\$6,701,566	\$6,298,089	\$5,615,089

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
MAINTENANCE OF PLANT				
2 Contracted Services				
Maintenance - Improv. to Grounds	\$43,000	\$0	\$0	\$0
Maintenance - Improv. to Buildings	54,659	137,261	137,261	137,261
Object Total	<u>97,659</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>
6 Equipment Replacement				
Classroom furniture & equipment	36,132	0	0	0
Object Total	<u>36,132</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MAINTENANCE OF PLANT	\$133,791	\$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

APPROVED

	Full-Time Equivalent	<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	326,480
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	
Facilities Maintenance & Operations Associate	1.00	
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	
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>3,173,471</u>
Total Professional and Classified Positions	70.00	3,499,951

MAINTENANCE OF PLANT

APPROVED BUDGET

Classified Educational Add-ons

Payments for certification for Boiler-Stationary Engineers, per negotiated contract. 9,600

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. 1,490

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

104,431

Hiring Turnover (F.T.E.)

(30,000)

TOTAL SALARIES AND WAGES

3,683,836

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. 61,198

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. 22,398

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. 272,416

MAINTENANCE OF PLANT

APPROVED BUDGET

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>924,429</u>	1,061,690

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

1,588,688

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. 713,631

Food

200

Security Systems Supplies (system-wide)

4,023

MAINTENANCE OF PLANT**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.

50,000**TOTAL SUPPLIES AND MATERIALS****972,048****OTHER CHARGES****Local Mileage Reimbursement**

Payments for travel incurred by employees.

150

License Fees

30,000

Gasoline

Fuels/lubricants for vehicles utilized by staff within various departments.

155,283

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

350

Conferences & TrainingsCosts 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 25,000**Total Miscellaneous Other Charges**36,995**TOTAL OTHER CHARGES****225,778****TRANSFERS**

Interfund transfers

(683,000)**TOTAL TRANSFERS****(683,000)****TOTAL MAINTENANCE OF PLANT****\$5,787,350**

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 2017-18	Approved 2018-19	Approved 2019-20	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
08 Fixed Charges					
4 Other Charges	\$ 73,900,588	\$ 74,766,911	\$ 77,613,036	\$ 2,846,125	3.81%
9 Transfers	-	-	683,000	683,000	100.00%
	\$ 73,900,588	\$ 74,766,911	\$ 78,296,036	\$ 3,529,125	4.72%
Restricted Fund Summary					
08 Fixed Charges					
4 Other Charges	\$ 3,007,087	\$ 3,584,651	\$ 3,942,441	\$ 357,790	9.98%

Category 08 - Fixed Charges

Changes - FY 2020

Non-Restricted Budget Changes

1. Decreases in insurance policies, including workers compensation, liability and vehicle	\$ (323,719)
2. Impact of various salary and wage changes including turnover	(256,350)
3. Contract payments to Johnson Controls for various energy management initiatives (interest - paid off in FY 2019)	(28,864)
4. Increase in tuition reimbursement	95,000
5. Increase in pension costs	134,476
6. Increase in retiree health insurance	282,924
7. Mechanical/categorical posting error between category 07 (maintenance of plant) and category 08 (fixed charges)	683,000
8. Implementing collective bargaining agreements and MD Teacher Salary Incentive	997,668
9. Net increase in school system share of increase in employee benefits, including medical and dental insurance	<u>1,944,990</u>

Total Non-Restricted Increase - Category 08 - Fixed Charges	3,529,125
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Restricted Budget Net Increase - Category 08 - Fixed Charges	<u>357,790</u>
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TOTAL INCREASE - Category 08 - Fixed Charges	\$ 3,886,915
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CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
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FIXED CHARGES

Positions
None

4 Other Charges

Employee Fringe Benefits				
Tuition Reimbursement	\$1,151,213	\$1,105,000	\$1,150,000	\$1,200,000
Employee Retirement	9,525,226	9,168,276	10,041,618	9,587,800
Employee Social Security	14,199,314	14,835,364	15,165,747	15,149,111
Sick Leave Conversion	1,325,858	1,381,613	1,381,613	1,381,613
Insurance - Life	142,826	104,205	113,652	113,652
Insurance - Long Term Disability	44,233	45,598	40,350	40,350
Insurance - Unemployment	52,838	75,000	75,000	75,000
Insurance - Optical	3,288	4,209	3,108	3,108
Insurance - Medical	37,992,496	38,522,789	40,811,886	40,376,886
Insurance - Worker's Compensation	1,863,938	2,151,490	2,116,523	1,980,113
Insurance - Dental	1,086,800	1,185,172	1,268,913	1,268,913
Insurance - Retirees Health	5,995,323	5,658,475	5,941,399	5,941,399
Employee Assistance Program	36,720	36,750	36,750	36,750
Short Term Interest	61,802	28,864	0	0
Employee Benefit Subsidy	60,025	50,000	54,054	54,054
Flexible Benefit Administration	98,547	125,000	125,000	125,000
Insurances				
General Liability	184,963	193,728	194,796	194,796
Vehicle	63,149	66,585	55,984	55,984
Catastrophic Student Athletic	12,029	28,793	28,507	28,507
Object Total	<u>73,900,588</u>	<u>74,766,911</u>	<u>78,604,900</u>	<u>77,613,036</u>

9 Transfers

Interfund Transfers	<u>0</u>	<u>0</u>	<u>0</u>	<u>683,000</u>
Object Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>683,000</u>

TOTAL FIXED CHARGES	\$73,900,588	\$74,766,911	\$78,604,900	\$78,296,036
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CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - RESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
FIXED CHARGES				
4 Other Charges				
Employee Fringe Benefits				
Employee Retirement	\$860,943	\$1,055,493	\$1,148,927	\$1,155,546
Employee Social Security	534,422	819,028	852,238	868,817
Insurance - Life	4,599	32,680	4,102	4,102
Insurance - Long Term Disability	746	580	656	656
Insurance - Optical	250	268	268	268
Insurance - Medical	1,504,625	1,565,418	1,742,236	1,792,236
Insurance - Worker's Compensation	59,588	65,434	52,039	55,604
Insurance - Dental	41,442	45,750	53,038	63,038
Employee Benefit Subsidy	472	0	2,174	2,174
Object Total	3,007,087	3,584,651	3,855,678	3,942,441
 TOTAL FIXED CHARGES	 \$3,007,087	 \$3,584,651	 \$3,855,678	 \$3,942,441

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.

		APPROVED BUDGET
OTHER CHARGES		
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	1,200,000
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	1,155,546
	Unrestricted	<u>9,587,800</u>
		10,743,346
Employee Social Security		
This account includes the required employer contributions for all employees.		
	Restricted	868,817
	Unrestricted	<u>15,149,111</u>
		16,017,928
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	279,287
	Employee Fringe Benefits	<u>51,808,303</u>
		52,087,590
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	125,000
TOTAL OTHER CHARGES		81,555,477
TRANSFERS		
	Interfund transfers	683,000
TOTAL TRANSFERS		683,000
TOTAL FIXED CHARGES		\$82,238,477

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 2017-18	Approved 2018-19	Approved 2019-20	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
10 Community Services					
1 Salaries	\$ 262,499	\$ 300,000	\$ 300,000	\$ -	0.00%
Restricted Fund Summary					
10 Community Services					
1 Salaries	\$ 3,843	\$ 6,700	\$ 6,700	\$ -	0.00%
2 Contracted Services	3,593	1,054	-	(1,054)	-100.00%
3 Supplies/Materials	9,172	6,000	6,000	-	0.00%
4 Other Charges	2,464	125,000	125,000	-	0.00%
	\$ 19,072	\$ 138,754	\$ 137,700	\$ (1,054)	-0.76%

Category 10 - Community Services
Changes - FY 2020

Non-Restricted Budget Changes

No changes	\$ <u>-</u>
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Total Non-Restricted Change - Category 10 - Community Services	-
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Restricted Budget Net Decrease - Category 10 - Community Services	<u>(1,054)</u>
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TOTAL DECREASE - Category 10 - Community Services	\$ (1,054)
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CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
COMMUNITY SERVICES				
Positions				
None				
1 Salaries and Wages				
Overtime Classified	\$262,499	\$300,000	\$300,000	\$300,000
Object Total	<u>262,499</u>	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>
TOTAL COMMUNITY SERVICES	\$262,499	\$300,000	\$300,000	\$300,000

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
COMMUNITY SERVICES				
Positions				
None				
1 Salaries and Wages				
Temporary Classified	\$3,843	\$6,700	\$6,700	\$6,700
Object Total	<u>3,843</u>	<u>6,700</u>	<u>6,700</u>	<u>6,700</u>
2 Contracted Services				
Rental of Motor Vehicles	1,380	0	0	0
Other Contracted Services	2,213	1,054	0	0
Object Total	<u>3,593</u>	<u>1,054</u>	<u>0</u>	<u>0</u>
3 Supplies and Materials				
Clothing & Footwear	5,010	6,000	6,000	6,000
Food	122	0	0	0
General Supplies	1,584	0	0	0
Other Supplies & Materials	2,456	0	0	0
Object Total	<u>9,172</u>	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>
4 Other Charges				
Admission Fees	269	0	0	0
Donations/Memorials	1,883	0	0	0
Miscellaneous - Other Charges	312	125,000	125,000	125,000
Object Total	<u>2,464</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>
TOTAL COMMUNITY SERVICES	\$19,072	\$138,754	\$137,700	\$137,700

COMMUNITY SERVICES

The category of Community Services consists of those activities which are not directly related to the program of education for students. Salaries of employees are specifically 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
 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	10,000	<u>125,000</u>
TOTAL OTHER CHARGES			125,000
 TOTAL COMMUNITY SERVICES			 \$437,700

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				\$ (Decrease)	% (Decrease)
	Actual 2017-18	Approved 2018-19	Approved 2019-20	Increase over Prior Year	Increase over Prior Year
11 Capital Outlay					
1 Salaries	\$ 662,415	\$ 724,261	\$ 714,380	\$ (9,881)	-1.36%
2 Contracted Services	42,998	56,340	55,700	(640)	-1.14%
3 Supplies/Materials	7,161	6,340	5,000	(1,340)	-21.14%
4 Other Charges	8,055	10,836	10,100	(736)	-6.79%
9 Transfers	7,350,000	4,000,000	-	(4,000,000)	-100.00%
	\$ 8,070,629	\$ 4,797,777	\$ 785,180	\$ (4,012,597)	-83.63%
Restricted Fund Summary					
11 Capital Outlay					
2 Contracted Services	\$ -	\$ -	\$ -	\$ -	0.00%

Category 11 - Capital Outlay
Changes - FY 2020

Non-Restricted Budget Changes

1. One-time transfer to County Government (use of Operating Fund Balance) in FY 2019	\$ (4,000,000)
2. Various salary and wage changes including turnover	(37,852)
3. Net of other non-salary line item changes	(2,716)
4. Implementing collective bargaining agreements	<u>27,971</u>

Total Non-Restricted Decrease - Category 11 - Capital Outlay	(4,012,597)
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Restricted Budget Net Change - Category 11 - Capital Outlay	<u>-</u>
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TOTAL DECREASE - Category 11 - Capital Outlay	\$ (4,012,597)
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CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
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	8.00	8.00	8.00	8.00
1 Salaries and Wages				
Regular Classified	\$85,377	\$85,378	\$87,092	\$87,092
Temporary Classified	12,715	12,000	13,000	13,000
Classified Educational Add-Ons	300	300	300	300
Longevity Classified	2,957	2,957	3,024	3,024
Regular Professional	559,291	559,291	582,993	582,993
Vacation Payoff	1,775	0	0	0
Funds For Negotiated Agreements	0	64,335	20,202	27,971
Object Total	662,415	724,261	706,611	714,380
2 Contracted Services				
Printing and Binding	185	1,340	1,300	1,300
Advertising	0	1,500	0	0
Consultants	42,560	40,000	40,000	40,000
Other Contracted Services	253	13,500	14,400	14,400
Object Total	42,998	56,340	55,700	55,700
3 Supplies and Materials				
Office Supplies	2,254	5,940	4,800	4,800
Books & Periodicals	1,247	300	100	100
Food	0	100	100	100
Other Non-Instructional Supplies	3,660	0	0	0
Object Total	7,161	6,340	5,000	5,000
4 Other Charges				
Local Mileage Reimbursement	4,295	7,636	5,900	5,900
License Fees	0	0	2,000	2,000
Dues	2,089	1,100	1,100	1,100
Conferences & Trainings	1,585	2,100	1,100	1,100
Admission Fees	86	0	0	0
Object Total	8,055	10,836	10,100	10,100
9 Transfers				
Interfund Transfers	7,350,000	4,000,000	0	0
Object Total	7,350,000	4,000,000	0	0
TOTAL CAPITAL OUTLAY	\$8,070,629	\$4,797,777	\$777,411	\$785,180

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
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CAPITAL OUTLAY

2 Contracted Services				
Other Contracted Services	\$0	\$0	\$0	\$0
Object Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0
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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		
Professional Positions	Full-Time Equivalent	
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	582,993
Classified Positions		
Director's Secretary	1.00	
Secretary III - 12 Month	<u>1.00</u>	
Total Classified Positions	2.00	<u>87,092</u>
Total Professional and Classified Positions	8.00	670,085
Other Salaries and Wages		
Temporary Classified		13,000
Classified Longevity		3,024
Classified Educational Add-Ons		300
Funds For Negotiated Agreements		<u>27,971</u>
TOTAL SALARIES AND WAGES		714,380
CONTRACTED SERVICES		
Printing and Binding		
To fund forms for School Facilities.		1,300
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		<u>14,400</u>
TOTAL CONTRACTED SERVICES		55,700

CAPITAL OUTLAY		APPROVED BUDGET
SUPPLIES AND MATERIALS		
Office Supplies		
Paper, forms, stationery and general supplies to be used by the Capital Outlay staff.		4,800
Books and Periodicals		
Purchase of books and periodicals for use within Capital Outlay.		100
Food		
Payments for food purchased in connection with meetings held by Capital Outlay.		<u>100</u>
TOTAL SUPPLIES AND MATERIALS		5,000
OTHER CHARGES		
Local Mileage Reimbursement		
To reimburse personnel for fulfilling assigned duties.		5,900
License Fees		2,000
Dues		
Payments for participation in professional organizations.		1,100
Conferences & Trainings		
Costs of attending conferences, meetings, in-services, training and other professional development.		<u>1,100</u>
TOTAL OTHER CHARGES		10,100
TOTAL CAPITAL OUTLAY		\$785,180

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 2017-18	Approved 2018-19	Approved 2019-20	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
12 Mid-Level Administration					
1 Salaries	\$ 21,755,939	\$ 22,707,753	\$ 23,352,026	\$ 644,273	2.84%
2 Contracted Services	253,208	257,298	194,742	(62,556)	-24.31%
3 Supplies/Materials	312,370	293,108	403,718	110,610	37.74%
4 Other Charges	360,298	469,553	610,227	140,674	29.96%
5 Land, Bldg, Equip Additional	6,579	-	-	-	0.00%
	\$ 22,688,394	\$ 23,727,712	\$ 24,560,713	\$ 833,001	3.51%
Restricted Fund Summary					
12 Mid-Level Administration					
1 Salaries	\$ 221,940	\$ 285,045	\$ 391,650	\$ 106,605	37.40%
2 Contracted Services	7,884	6,500	12,000	5,500	84.62%
3 Supplies/Materials	8,536	1,800	2,400	600	33.33%
4 Other Charges	9,163	181,104	209,445	28,341	15.65%
	\$ 247,523	\$ 474,449	\$ 615,495	\$ 141,046	29.73%

Category 12 - Mid-Level Administration

Changes - FY 2020

Non-Restricted Budget Changes

1. Various salary and wage changes including turnover	\$ (129,378)
2. Decrease in various contracted services	(62,556)
3. Decrease in vacation payout	(20,000)
4. Decrease in communications	(10,000)
5. Net increase in retirement & employee recognitions, postage, and other miscellaneous expenditures	11,284
6. Increase in computer equipment < \$5,000 (transferred from category 06)	100,000
7. Increase for instructional dashboard for school performance (part of strategic plan)	150,000
8. Implementing collective bargaining agreements and MD Teacher Salary Incentive	<u>793,651</u>
Total Non-Restricted Increase - Category 12 - Mid-Level Administration	833,001

Restricted Budget Net Increase - Category 12 - Mid-Level Administration	<u>141,046</u>
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TOTAL INCREASE - Category 12 - Mid-Level Administration	\$ 974,047
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CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
MID-LEVEL ADMINISTRATION				
Positions				
1. Exempt	146.70	145.70	145.70	144.70
2. Non-Exempt	156.10	153.10	154.10	154.10
Total Positions	302.80	298.80	299.80	298.80
1 Salaries and Wages				
Regular Classified	\$5,627,290	\$5,736,509	\$5,807,611	\$5,807,611
Temporary Classified	35,581	96,480	96,480	120,280
Overtime Classified	8,639	8,278	8,778	8,778
Longevity Classified	19,219	19,219	19,656	19,656
Classified Educational Add-Ons	25,015	25,400	24,050	24,050
Vacation Payoff	197,130	230,000	210,000	210,000
Regular Professional	15,481,527	15,529,981	16,321,574	16,321,574
Temporary Professional	299,088	236,858	202,358	232,358
Professional Educational Add-Ons	24,714	24,720	25,200	25,200
Student Service Coordinators	6,540	6,540	6,540	6,540
Substitute Employees	25,550	3,427	3,577	3,577
Retirement Incentive	1,895	0	0	0
Insurance Opt-Out	3,751	3,750	3,751	3,751
Funds For Negotiated Agreements	0	1,011,591	659,501	793,651
Hiring Turnover (F.T.E.)	0	(225,000)	(225,000)	(225,000)
Object Total	21,755,939	22,707,753	23,164,076	23,352,026
2 Contracted Services				
Maintenance & Repair of Equipment	57,500	0	0	0
Printing & Binding	88,990	59,270	57,400	57,400
Rental of Business Machines	88,125	108,784	102,757	104,857
Consultants	4,500	6,000	6,000	6,000
Other Contracted Services	14,093	83,244	23,485	26,485
Object Total	253,208	257,298	189,642	194,742
3 Supplies and Materials				
Office Supplies	116,523	152,813	150,773	151,773
Clothing & Footwear	160	0	0	0
Books & Periodicals	4,209	11,345	11,445	11,745
Food	8,153	11,950	12,650	22,100
Library Media	3,932	5,000	5,000	5,000
General Supplies	6,329	8,650	8,650	9,550
Computer Equipment < \$5,000	160,957	100,000	100,000	200,000
Sensitive Items Non-I.T.	5,028	1,000	900	900
Other Supplies & Materials	7,079	2,350	2,650	2,650
Object Total	312,370	293,108	292,068	403,718
4 Other Charges				
Local Mileage Reimbursement	81,652	106,050	107,251	109,751
License Fees	7,968	10,000	10,000	160,000
Communications	140,318	150,480	140,480	140,480
Postage	44,509	65,780	62,655	62,655
Dues	22,090	44,333	44,756	45,256
Subscriptions	3,172	3,960	3,735	3,985
Employee Retirement & Recognition	7,837	7,000	500	6,000
Conferences & Trainings	45,005	77,800	78,350	80,350
Admissions/Entrance Fees	955	1,150	1,550	1,750
Miscellaneous - Other Charges	6,792	3,000	0	0
Object Total	360,298	469,553	449,277	610,227

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
MID-LEVEL ADMINISTRATION - continued				
6 Land, Building, and Equipment - Replacement				
Data Processing Equipment	6,579	0	0	0
Object Total	<u>6,579</u>	<u>0</u>	<u>0</u>	<u>0</u>
 TOTAL MID-LEVEL ADMINISTRATION	 \$22,688,394	 \$23,727,712	 \$24,095,063	 \$24,560,713

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
MID-LEVEL ADMINISTRATION				
Positions				
1. Exempt	2.30	2.30	2.30	2.30
2. Non-Exempt	0.00	0.00	0.00	0.00
Total Positions	2.30	2.30	2.30	2.30
1 Salaries and Wages				
Regular Professional	\$216,739	\$218,937	\$232,763	\$316,096
Temporary Professional	4,717	66,108	36,153	75,554
Substitute Employees	484	0	0	0
Object Total	221,940	285,045	268,916	391,650
2 Contracted Services				
Printing and Binding	58	0	0	0
Rental Equip/Machinery	1,346	0	0	0
Consultants	0	0	12,000	12,000
Other Contracted Services	6,480	6,500	0	0
Object Total	7,884	6,500	12,000	12,000
3 Supplies and Materials				
Office Supplies	1,490	200	1,400	1,400
Books & Periodicals	5,820	0	0	0
Food	980	600	0	0
Other Supplies & Materials	246	1,000	1,000	1,000
Object Total	8,536	1,800	2,400	2,400
4 Other Charges				
Local Mileage Reimbursement	2,290	1,280	2,620	2,620
License Fees	150	0	0	0
Postage	42	824	700	700
Dues	295	500	500	500
Subscriptions	1,936	0	0	0
Conferences & Trainings	4,389	3,500	30,625	31,125
Miscellaneous - Other Charges	61	175,000	175,000	174,500
Object Total	9,163	181,104	209,445	209,445
TOTAL MID-LEVEL ADMINISTRATION	\$247,523	\$474,449	\$492,761	\$615,495

MID-LEVEL ADMINISTRATION

SALARIES AND WAGES	Full-Time Equivalent	APPROVED BUDGET
Professional Positions - Unrestricted		
Office of the Principal		
Assistant Principal - AEP	1.00	
Assistant Principal - Elementary Schools	24.00	
Assistant Principal - Middle Schools	11.00	
Assistant Principal - High Schools	17.00	
Coordinator - Facility Use/Activities/Athletics	7.00	
Principal - Elementary	22.00	
Principal - Gateway	1.00	
Principal - Middle	8.00	
Principal - High	7.00	
Principal - Outdoor School	<u>1.00</u>	
	99.00	
Office of the Principal - Career & Technology Programs		
Assistant Principal - Career & Technology Center	1.00	
Principal - Career & Technology Center	<u>1.00</u>	
	2.00	
Administration & Supervision		
Assistant Supervisor - Fine Arts	1.00	
Assistant Supervisor - Health Education	1.00	
Assistant Supervisor - World Languages	1.00	
Chief - Strategic Planning/System Performance	1.00	
Chief of Academics, Equity, and Accountability	1.00	
Chief of Schools	1.00	
Content Supervisor - Fine Arts	1.00	
Content Supervisor - Health & Physical Education	1.00	
Content Supervisor - Secondary English / Language Arts	1.00	
Content Supervisor - Secondary Mathematics	1.00	
Content Supervisor - Secondary Science	1.00	
Content Supervisor - Secondary Social Studies	1.00	
Coordinator - Interpreter & Translator Program	1.00	
Coordinator - Secondary Language Arts	1.00	
Coordinator - Secondary Mathematics	1.00	
Coordinator - Secondary Science	1.00	
Coordinator - Social Studies	1.00	
Coordinator - STEM	1.00	
Coordinator - Teacher Induction Programs	1.00	
Coordinator - Technology	2.00	
Director - Curriculum & Instructional Resources	1.00	
Director - Elementary Schools	1.00	
Director - High Schools	1.00	
Director - Middle Schools	1.00	
Equity and Inclusion Officer	1.00	
Supervisor - Accountability & Assessment	1.00	
Supervisor - Athletics	1.00	
Supervisor - Elementary Education	5.00	
Supervisor - English Speakers of Other Languages (ESOL)	1.00	
Supervisor - School Counselors	1.00	
Supervisor - Student Services & Special Programs	1.00	
Supervisor - Teacher & Leadership Development	1.00	
Supervisor - Title I	1.00	
Title 1 Analyst	<u>0.70</u>	
	38.70	

MID-LEVEL ADMINISTRATION		APPROVED BUDGET
	Full-Time Equivalent	
Administration & Supervision - Career & Technology Programs		
Assistant Supervisor - Career & Technology Education	1.00	
Coordinator - Career Development	1.00	
Supervisor - Career & Technology Education	<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	144.70	16,321,574
Professional Position - Restricted		
Coordinator - Mental Health and Student Services	1.00	
Judy Center Coordinator	1.00	
Title 1 Analyst	<u>0.30</u>	
Total Professional Positions - Restricted	2.30	<u>316,096</u>
Total Professional Positions - Unrestricted & Restricted	147.00	16,637,670
Classified Positions - Unrestricted		
Office of the Principal		
Clerk I - 10 Month	0.60	
Clerk II - 10 Month	12.00	
Clerk II - 12 Month	73.00	
Clerk III - Judy Center - 12 Month	1.00	
Data Clerk II - 10 Month	7.50	
Data Clerk II - 12 Month	2.00	
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 III - 12 Month	8.00	
Secretary IV - 12 Month	<u>1.00</u>	
	12.00	
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	154.10	<u>5,807,611</u>
Total Professional and Classified Positions	301.10	22,445,281

MID-LEVEL ADMINISTRATION**APPROVED
BUDGET****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
Administration & Supervision - Media Support			
a.	Communications Office	Unrestricted	50,278
b.	Media Centers	Unrestricted	<u>3,000</u>
			53,278
Total Temporary Classified			120,280
Vacation Payoff			
	Office of the Principal	Unrestricted	210,000

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
Administration & Supervision			
a.	Curriculum	Unrestricted	154,977
b.	Director of Elementary Schools	Unrestricted	15,000
c.	Academics, Equity, and Accountability	Unrestricted	30,000
d.	Business Partnerships (#143)	Unrestricted	1,500
e.	Infants & Toddlers IDEA Part C (#026)	Restricted	39,401
f.	Striving Readers Comprehensive Literacy (#039)	Restricted	<u>36,153</u>
			277,031
Administration & Supervision - Career & Technology Programs			
a.	Perkins Title I-C: Program Improvement (#029)	Unrestricted	6,268
Administration & Supervision - Media Support			
a.	Media Centers	Unrestricted	5,500
Total Temporary Professional			307,912

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 - Academics, Equity, and Accountability	Unrestricted	<u>960</u>
			25,200

MID-LEVEL ADMINISTRATION**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	21,550	
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>	24,050

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 Elementary Schools	Unrestricted	1,512	
b. Director of High Schools	Unrestricted	12,096	
c. Staff Development	Unrestricted	<u>6,048</u>	19,656

Overtime Classified

Salaries paid to non-exempt employees for working more than scheduled work hours

Administration & Supervision			
a. Curriculum	Unrestricted	3,700	
b. Director of High Schools	Unrestricted	<u>1,578</u>	
		5,278	
Administration & Supervision - Media Support			
a. Communications Office	Unrestricted	<u>3,500</u>	8,778

Student Service Coordinators

Office of the Principal	Unrestricted		6,540
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Substitute Employees

Office of the Principal	Unrestricted	2,077	
Administration & Supervision - Business Partnerships (#143)	Unrestricted	<u>1,500</u>	3,577

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	1,311	
Administration & Supervision - Media Support	Unrestricted	<u>1,220</u>	3,751

Funds For Negotiated Agreements			793,651
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Hiring Turnover (F.T.E.)

Amount reflects anticipated turnover of mid-level positions.			<u>(225,000)</u>
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TOTAL SALARIES AND WAGES			23,743,676
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MID-LEVEL ADMINISTRATION**APPROVED
BUDGET****CONTRACTED SERVICES****Printing and Binding**

Printing of special brochures, forms, letterhead and flyers.

Office of Principal

a. Schools	Unrestricted	20,050
b. Director of High Schools	Unrestricted	2,250
c. Director of Elementary Schools	Unrestricted	5,000
d. Technology Services	Unrestricted	<u>12,000</u>
		39,300

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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57,400

Rental of Business Machines

Payments on lease purchase agreements for business machines

Office of Principal

a. Schools	Unrestricted	95,857
b. Perkins Title I-C: Program Improvement (#029)	Unrestricted	<u>1,000</u>
		96,857

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
d. Curriculum	Unrestricted	2,500
e. Academics, Equity, and Accountability	Unrestricted	<u>2,100</u>
		8,000

104,857

Consultants

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

Administration & Supervision

a. Maryland Safe Schools (#144)	Restricted	12,000
b. Director of Elementary Schools	Unrestricted	1,000
c. Staff Development	Unrestricted	<u>5,000</u>

18,000

Other Contracted Services

Office of Principal

a. High School - Gateway	Unrestricted	240
b. Technology Services	Unrestricted	<u>5,000</u>
		5,240

Administration & Supervision

a. Communications Office	Unrestricted	11,141
b. Business Partnerships (#143)	Unrestricted	3,000
c. Chief of Schools	Unrestricted	3,000
d. Curriculum	Unrestricted	500
e. Staff Development	Unrestricted	604
f. Academics, Equity, and Accountability	Unrestricted	<u>3,000</u>
		21,245

26,485**TOTAL CONTRACTED SERVICES****206,742**

MID-LEVEL ADMINISTRATION**APPROVED
BUDGET****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.	Judy Center @ Elmer Wolfe (#023)	Restricted	300
b.	Judy Center @ Robert Moton (#036)	Restricted	500
c.	Judy Center @ Taneytown (#187)	Restricted	600
d.	Schools	Unrestricted	95,600
e.	Gateway School	Unrestricted	2,900
f.	School Readiness @ Robert Moton Elementary (#031)	Unrestricted	100
g.	Student Support Center (#081)	Unrestricted	<u>440</u>
			100,440

Office of the Principal - Career & Technology Programs

a.	Perkins Title I-C: Program Improvements (#029)	Unrestricted	<u>1,500</u>
			1,500

Administration & Supervision

a.	CCSGA (Student Government) / Student Leadership (#098)	Unrestricted	180
b.	Business Partnerships (#143)	Unrestricted	600
c.	System wide	Unrestricted	39,726
d.	Limited English Proficient (#238)	Unrestricted	750
e.	Multicultural Curriculum Development (#345)	Unrestricted	<u>1,000</u>
			42,256

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.	Communications Office	Unrestricted	6,577
b.	Curriculum	Unrestricted	200
c.	Media Centers	Unrestricted	<u>1,500</u>
			8,277

153,173

Books and Periodicals

Office of the Principal

a.	Schools	Unrestricted	6,650
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Administration & Supervision

a.	System wide	Unrestricted	4,545
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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

11,745

Food

Office of the Principal

a.	Gateway School	Unrestricted	1,200
b.	Outdoor School (#016)	Unrestricted	<u>800</u>
			2,000

Administration & Supervision

Curriculum Council and opening in-service

a.	System wide	Unrestricted	17,500
b.	Business Partnerships (#143)	Unrestricted	600
c.	Multicultural Curriculum Development (#345)	Unrestricted	<u>1,000</u>
			19,100

MID-LEVEL ADMINISTRATION**APPROVED
BUDGET**

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.	Communications Office	Unrestricted	300	
b.	Curriculum	Unrestricted	100	
c.	Media Centers	Unrestricted	<u>100</u>	
			500	

22,100

Library Media

To replace/supplement the current library books used by the Resource Center

Administration & Supervision - Media Support

a.	Media Centers	Unrestricted		5,000
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General Supplies

Administration & Supervision

a.	Chief of Schools	Unrestricted	900	
b.	Academics, Equity, and Accountability	Unrestricted	900	
c.	Business Partnerships (#143)	Unrestricted	1,000	
d.	Martin Luther King Day (#345)	Unrestricted	<u>750</u>	
			3,550	

Administration & Supervision - Media Support

a.	Purchasing	Unrestricted	3,000	
b.	Media Centers	Unrestricted	<u>3,000</u>	
			6,000	9,550

Computer Equipment < \$5,000

Administration & Supervision

a.	Technology Services	Unrestricted		200,000
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Sensitive Items, Non-I.T.

Office of the Principal

a.	Elementary School	Unrestricted		900
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Other Supplies & Materials

Miscellaneous needs and other program expenses

Office of the Principal

a.	Project ACES Awards (#091)	Restricted	1,000	
b.	Schools	Unrestricted	750	
c.	Gateway School	Unrestricted	<u>1,700</u>	
			3,450	

Administration & Supervision - Media Support

a.	Media Centers	Unrestricted	200	
				<u>3,650</u>

TOTAL SUPPLIES AND MATERIALS**406,118****OTHER CHARGES****Local Mileage Reimbursement**

Reimbursement to employees in order to carry out their assigned duties.

Office of the Principal

a.	Judy Center - Robert Moton (#036)	Restricted	1,966	
b.	Judy Center - Taneytown (#187)	Restricted	654	
c.	Outdoor School (#016)	Unrestricted	1,700	
d.	School Readiness @ Robert Moton Elementary (#031)	Unrestricted	500	
e.	Schools (office/administrative personnel)	Unrestricted	36,001	
f.	Gateway School	Unrestricted	<u>600</u>	
			41,421	

MID-LEVEL ADMINISTRATION

APPROVED BUDGET

Office of the Principal - Career & Technology Programs			
a.	Perkins Title I I-C: Program Improvement (#029)		500
Administration & Supervision			
a.	Business Partnerships (#143)	Unrestricted	1,000
b.	Limited English Proficient (#238)	Unrestricted	500
c.	Multicultural Curriculum Development (#345)	Unrestricted	1,500
d.	System wide	Unrestricted	<u>60,450</u>
			63,450
Administration & Supervision - Career & Technology Programs			
a.	Perkins Title I I-C: Program Improvement (#029)	Unrestricted	4,000
Administration & Supervision - Media Support			
a.	Communications Office	Unrestricted	2,000
b.	Media Centers	Unrestricted	<u>1,000</u>
			3,000
			112,371
License Fees			
Office of the Principal			
a.	Technology Services	Unrestricted	160,000
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			
a.	Technology Services	Unrestricted	140,000
Administration & Supervision			
a.	Staff Development	Unrestricted	480
Postage			
Office of the Principal			
a.	Judy Center - Elmer Wolfe (#023)	Restricted	100
b.	Judy Center - Robert Moton (#036)	Restricted	300
c.	Judy Center - Taneytown (#187)	Restricted	300
d.	Outdoor School (#016)	Unrestricted	50
e.	School Readiness @ Robert Moton Elementary (#031)	Unrestricted	400
f.	Schools	Unrestricted	58,605
g.	Gateway School	Unrestricted	<u>1,000</u>
			60,755
Office of the Principal - Career & Technology Programs			
a.	Perkins Title I-C: Program Improvement (#029)	Unrestricted	2,600
			63,355
Dues and Subscriptions			
Payment for membership in professional organizations and for professional publications			
Office of the Principal			
a.	Schools	Unrestricted	21,423
b.	Gateway School	Unrestricted	1,250
c.	Outdoor School (#016)	Unrestricted	600
d.	A & S Professional Development (#019)	Unrestricted	<u>14,140</u>
			37,413
Administration & Supervision			
a.	Fine Arts Initiatives (#305)	Restricted	500
b.	System wide	Unrestricted	7,038
c.	A&S Professional Development (#019)	Unrestricted	1,800
d.	Business Partnerships (#143)	Unrestricted	800
e.	Multicultural Curriculum Development (#345)	Unrestricted	<u>350</u>
			10,488
Administration & Supervision - Career & Tech Programs (#029)			
		Unrestricted	350

MID-LEVEL ADMINISTRATION

**APPROVED
BUDGET**

Administration & Supervision - Media Support

a. Communications Office	Unrestricted	400
b. Media Centers	Unrestricted	<u>1,090</u>
		1,490

49,741

Employee Retirement & Recognition

Administration & Supervision

a. System wide	Unrestricted	6,000
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Conferences & Trainings

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

Office of the Principal

a. NCLB Title II-A: Teacher Quality (#062)	Restricted	17,000
b. Judy Center - Taneytown (#187)	Restricted	2,000
c. Schools	Unrestricted	7,800
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>500</u>
		66,150

Administration & Supervision

a. Maryland Safe Schools (#144)	Restricted	9,125
b. Fine Arts Initiative (#305)	Restricted	2,500
c. Chief of Schools	Unrestricted	1,000
d. Director of High Schools	Unrestricted	1,000
e. Director of Middle Schools	Unrestricted	300
f. Director of Elementary Schools	Unrestricted	1,200
g. Student Body Activities	Unrestricted	1,500
h. Curriculum	Unrestricted	5,000
i. Staff Development	Unrestricted	7,200
j. Academics, Equity, and Accountability	Unrestricted	1,000
k. A & S Professional Development (#019)	Unrestricted	5,500
l. Business Partnerships (#143)	Unrestricted	3,000
m. Multicultural Curriculum Development (#345)	Unrestricted	<u>4,000</u>
		42,325

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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110,975

Admissions/Entrance Fees

Office of the Principal

a. Schools	Unrestricted	400
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Administration & Supervision

a. Academics, Equity, and Accountability	Unrestricted	200
b. Chief of Schools	Unrestricted	200
c. CCSGA (Student Government) / Student Leadership (#098)	Unrestricted	400
d. Business Partnerships (#143)	Unrestricted	400
e. Multicultural Curriculum Development (#345)	Unrestricted	<u>150</u>

1,750

Miscellaneous - Other Charges

Various Grants Carryover

a. Carryover Account (#800)	Restricted	105,000
b. New Grants (#805)	Restricted	70,000

175,000

TOTAL OTHER CHARGES

819,672

TOTAL MID-LEVEL ADMINISTRATION

\$25,176,208

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				\$ (Decrease)	% (Decrease)
	Actual 2017-18	Approved 2018-19	Approved 2019-20	Increase over Prior Year	Increase over Prior Year
13 Special Education					
1 Salaries	\$ 27,065,142	\$ 27,415,229	\$ 28,426,293	\$ 1,011,064	3.69%
2 Contracted Services	2,713,173	2,570,660	2,581,610	10,950	0.43%
3 Supplies/Materials	451,699	512,873	493,862	(19,011)	-3.71%
4 Other Charges	148,507	103,590	125,340	21,750	21.00%
5 Land, Bldg, Equip Additional	24,860	-	-	-	0.00%
9 Transfers	3,532,901	3,298,000	3,298,000	-	0.00%
	\$ 33,936,282	\$ 33,900,352	\$ 34,925,105	\$ 1,024,753	3.02%
Restricted Fund Summary					
13 Special Education					
1 Salaries	\$ 4,537,778	\$ 4,453,048	\$ 5,462,881	\$ 1,009,833	22.68%
2 Contracted Services	273,143	257,185	1,129,148	871,963	339.04%
3 Supplies/Materials	141,826	62,095	133,762	71,667	115.42%
4 Other Charges	147,608	1,253,684	1,236,622	(17,062)	-1.36%
9 Transfers	3,222,295	3,300,000	4,000,000	700,000	21.21%
	\$ 8,322,650	\$ 9,326,012	\$ 11,962,413	\$ 2,636,401	28.27%

Category 13 - Special Education
Changes - FY 2020

Non-Restricted Budget Changes

1. Various salary and wage changes including turnover	\$ (132,995)
2. Decrease in supplies and materials	(19,011)
3. Increase in vacation payout	5,000
4. Net increase in legal fees and other contracted services	10,950
5. Net increase in other miscellaneous areas	21,750
6. Implementing collective bargaining agreements and MD Teacher Salary Incentive	<u>1,139,059</u>
Total Non-Restricted Increase - Category 13 - Special Education	1,024,753

Restricted Budget Net Increase - Category 13 - Special Education	<u>2,636,401</u>
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TOTAL INCREASE - Category 13 - Special Education	\$ 3,661,154
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CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
SPECIAL EDUCATION				
Positions				
1. Exempt	294.98	295.98	299.98	295.98
2. Non-Exempt	<u>146.80</u>	<u>146.80</u>	<u>146.80</u>	<u>146.80</u>
Total Positions	441.78	442.78	446.78	442.78
1 Salaries				
Assistants	\$3,467,130	\$3,544,664	\$3,518,500	\$3,518,500
Clerks & Secretaries	161,643	165,043	168,903	168,903
Temporary Classified	3,776,695	3,236,807	3,257,545	3,257,545
Longevity Classified	11,827	11,827	12,096	12,096
Classified Educational Add-Ons	38,013	38,430	37,080	37,080
Classified Vacation Payoff	15,983	15,000	20,000	20,000
Substitute Teachers	494,887	450,606	495,000	495,000
Teachers	17,111,046	17,288,159	18,162,546	17,914,546
Other Professionals	1,308,094	1,213,818	1,493,588	1,493,588
Temporary Other Professionals	90,601	102,701	102,701	102,701
Temporary Educational - Home Teaching	115,375	123,222	123,222	123,222
Temporary Educational - Other	216,442	205,678	180,575	180,575
Educational Add-Ons	40,498	39,080	30,940	30,940
Team Leaders	130,104	131,040	123,240	123,240
Department Chairman	28,080	28,080	28,080	28,080
Student Service Coordinators	9,360	9,360	4,680	4,680
Longevity Teacher	13,056	13,056	21,434	21,434
Summer Work	23,214	23,214	19,892	19,892
Insurance Opt-Out	11,950	12,757	10,212	10,212
Retirement Incentive	1,144	0	0	0
Funds For Negotiated Agreements	0	1,037,687	698,046	1,139,059
Hiring Turnover (F.T.E.)	<u>0</u>	<u>(275,000)</u>	<u>(275,000)</u>	<u>(275,000)</u>
Object Total	27,065,142	27,415,229	28,233,280	28,426,293
2 Contracted Services				
Maintenance & Repair of Equipment	46	1,000	500	500
Printing & Binding	688	9,500	9,200	9,200
Advertising	250	0	0	0
Rental of Business Machines	35,083	34,660	34,660	34,660
Legal Fees	119,440	100,000	113,750	113,750
Rental of Motor Vehicles	161	0	0	0
Occupational/Physical Therapy	0	1,000	1,000	1,000
Other Contracted Services	<u>2,557,505</u>	<u>2,424,500</u>	<u>2,422,500</u>	<u>2,422,500</u>
Object Total	2,713,173	2,570,660	2,581,610	2,581,610
3 Supplies and Materials				
Office Supplies	4,224	9,250	9,200	9,200
Books & Periodicals	542	600	650	650
Food	908	0	650	650
Textbooks	4,968	2,000	3,000	3,000
Library Media	1,499	2,000	2,750	2,750
General Supplies	373,963	495,123	454,612	454,612
Library Media Supplies	168	200	200	200
Computer Equipment < \$ 5,000	40,169	2,000	12,000	12,000
Sensitive Items Non-I.T.	23,247	1,500	9,500	9,500
Other Supplies & Materials	<u>2,011</u>	<u>200</u>	<u>1,300</u>	<u>1,300</u>
Object Total	451,699	512,873	493,862	493,862

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
SPECIAL EDUCATION - continued				
4 Other Charges				
Local Mileage Reimbursement	73,331	57,250	56,850	56,850
License Fees	21,248	30,000	30,000	30,000
Postage	312	5,500	2,900	2,900
Dues	0	1,850	1,600	1,600
Subscriptions	1,276	740	740	740
Conferences & Trainings	1,326	7,750	7,750	7,750
Admissions/Entrance Fees	219	500	500	500
Miscellaneous - Other Charges	50,795	0	25,000	25,000
Object Total	148,507	103,590	125,340	125,340
5 Equipment Additional				
Classroom Furniture and Equipment	24,860	0	0	0
Object Total	24,860	0	0	0
9 Transfers				
Other Transfers MD L.E.A.'s	21,018	48,000	48,000	48,000
Other Out-Going Transfers	3,511,883	3,250,000	3,250,000	3,250,000
Object Total	3,532,901	3,298,000	3,298,000	3,298,000
TOTAL SPECIAL EDUCATION	\$33,936,282	\$33,900,352	\$34,732,092	\$34,925,105

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
SPECIAL EDUCATION				
Positions				
1. Exempt	40.20	40.20	40.20	40.20
2. Non-Exempt	51.10	51.10	51.10	51.10
Total Positions	91.30	91.30	91.30	91.30
1 Salaries				
Assistants	\$1,175,663	\$1,156,543	\$1,218,568	\$1,218,819
Clerks & Secretaries	135,409	143,952	135,260	109,123
Temporary Classified	453,694	364,500	200,500	1,056,676
Classified Educational Add-Ons	15,432	15,241	19,430	19,430
Longevity Classified	2,435	2,922	0	
Substitute Employees	80,153	91,000	41,750	81,017
Teachers	2,546,250	2,554,667	2,639,521	2,650,711
Other Professionals	34,504	34,504	35,194	35,194
Longevity Teacher	8,160	8,353	5,410	5,410
Team Leader	0	3,120	3,120	3,120
Temporary Educational	85,278	78,246	61,800	283,381
Retirement Incentive	800	0	0	
Object Total	4,537,778	4,453,048	4,360,553	5,462,881
2 Contracted Services				
Printing & Binding	1,451	0	1,500	1,500
Rental of Business Machines	1,621	0	0	0
Other Contracted Services	270,071	257,185	227,965	1,127,648
Object Total	273,143	257,185	229,465	1,129,148
3 Supplies and Materials				
Office Supplies	2,776	0	0	0
Food	4,023	0	1,600	1,600
General Supplies	111,735	62,095	71,509	132,162
Computer Equip. < \$5,000	17,273	0	0	0
Sensitive Item Non - I.T.	5,985	0	0	0
Other Non-Instr Supp & Mater.	34	0	0	0
Object Total	141,826	62,095	73,109	133,762
4 Other Charges				
Local Mileage Reimbursement	61,146	68,434	82,368	51,407
Conferences & Trainings	16,844	17,600	11,995	15,400
Admissions/Entrance Fees	1,368	2,500	1,000	2,000
Miscellaneous-Other Charges	68,250	1,165,150	1,160,300	1,167,815
Object Total	147,608	1,253,684	1,255,663	1,236,622
9 Transfers				
Other Out-Going Transfers	3,222,295	3,300,000	3,400,000	4,000,000
Object Total	3,222,295	3,300,000	3,400,000	4,000,000
TOTAL SPECIAL EDUCATION	\$8,322,650	\$9,326,012	\$9,318,790	\$11,962,413

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	1,218,819	
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>3,518,500</u>	
Total Classroom Assistants - Restricted and Non-Restricted	190.30		4,737,319
Clerical Positions - Restricted			
Clerk II - 12 Month	1.00		
Medicaid Reimbursement Technician	1.00		
Secretary III - 12 Month	<u>1.60</u>		
	3.60	109,123	
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>168,903</u>	
Total Existing Clerical - Restricted and Non-Restricted	7.60		<u>278,026</u>
Total Classified Positions - Restricted and Non-Restricted	197.90		5,015,345

SPECIAL EDUCATION

APPROVED BUDGET

Professional Positions - Unrestricted	Full-Time Equivalent	
Adapted Physical Education	9.38	
Administrative Coordinator	1.00	
Art	0.60	
Assistive Technology Consultant	1.00	
BEST Teacher	22.40	
Career Tech Support Services	1.00	
Certified Occupational Therapist Assistant	1.80	
Coordinator - Autism Program	1.00	
Coordinator - Early Intervention Services	1.00	
Coordinator - Non Public	1.00	
Coordinator - Post Secondary Programs	1.00	
Director - Special Education	1.00	
Early Intervention Consultant	1.00	
Elementary Special Education Consultant	1.00	
General Music - Elementary/Middle	0.60	
Infants & Toddlers	2.90	
Interpreter	1.00	
Learning For Independence (LFI) Teacher	27.00	
Math Resource - Elementary	0.40	
Occupational Therapist	9.80	
Physical Therapist	5.40	
Pre-Kindergarten - Special Education Teacher	6.60	
Principal - Carroll Springs	1.00	
Reading Special Education Consultant	1.00	
Secondary Special Education Consultant	2.00	
Special Education Resource	126.10	
Special Education Resource - Autism	13.00	
Speech Pathologist	47.00	
Supervisor - Elementary Special Education	2.00	
Supervisor - Legal & Compliance	1.00	
Supervisor - Secondary Special Education	2.00	
Supervisor - Special Education Student Services	1.00	
Visually Impaired	<u>2.00</u>	
	295.98	19,408,134
Professional Positions - Restricted		
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>2,685,905</u>
Total Professional Positions - Unrestricted & Restricted	336.18	<u>22,094,039</u>
Total Special Education Positions	534.08	27,109,384
Temporary Classified - 1:1 Assistants Hourly		
Salaries to non-exempt employees for services rendered on an intermittent or short term basis.		
a. Schools	Unrestricted	12,000
b. Special Education	Unrestricted	35,000
c. Special Education Hourly Assistants 1:1 (#013)	Unrestricted	3,111,995
d. Extended School Year Services for Disabled Students (#101)	Unrestricted	<u>98,550</u>
		3,257,545

SPECIAL EDUCATION

APPROVED BUDGET

c. Special Education Supplemental (#001)	Restricted	900,000	
d. IDEA Part B - State Pass-through (#010)	Restricted	142,690	
e. Medicaid - Infants & Toddlers - Carryover of Prior Year (#066)	Restricted	8,500	
f. IDEA Part B - TIES (#075)	Restricted	4,986	
g. IDEA Part B (619) - Infants & Toddlers (#097)	Restricted	<u>500</u>	
		1,056,676	
Substitute Teachers			4,314,221
Wages paid to persons substituting for teachers on sick leave.			
a. Special Education	Unrestricted	495,000	
b. IDEA Part B - State Pass-through (#010)	Restricted	40,000	
c. IDEA Part B: AEP-LIPG RK: Math Consulting Teacher (#049)	Restricted	10,000	
d. IDEA Part B - TIES (#075)	Restricted	30,000	
e. IDEA Part B - Discretionary: SECAC (#280)	Restricted	1,017	
			576,017
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	39,000	
b. Home & Hospital (Level VII) (#113)	Unrestricted	123,222	
c. Extended School Year Services for Disabled Students (#101)	Unrestricted	141,575	
d. Interpretation & Translation Services (#237)	Unrestricted	<u>102,701</u>	
		406,498	
e. IDEA Part B: AEP-LIPG RK: Math Consulting Teacher (#049)	Restricted	50,002	
f. Medicaid - Infants & Toddlers - Carryover of Prior Year (#066)	Restricted	15,000	
g. IDEA Part B - TIES (#075)	Restricted	47,755	
h. IDEA Part B - Family Partnerships (#077)	Restricted	1,742	
i. IDEA Part B - Preschool Passthrough (#079)	Restricted	14,000	
j. IDEA Part B: Early Childhood Implementation Grant - RK (#130)	Restricted	45,000	
k. IDEA Part B: Secondary Transition LIR (#240)	Restricted	70,632	
l. IDEA Part B - State Passthrough PPPSS (#310)	Restricted	<u>39,250</u>	
		283,381	
			689,879
Professional Educational Add-Ons			
Negotiated salary compensation for additional educational certificate.	Unrestricted		30,940
Longevity Classified			
To comply with the longevity provision in the Master Agreement between the Board of Education and non-exempt employees.	Unrestricted		12,096
Team Leaders and Department Chairmen			
Payments to Special Education Team Leaders and Department Chairmen	Unrestricted	151,320	
	Restricted	<u>3,120</u>	
			154,440
Longevity Teachers			
To comply with the longevity provision in the Master Agreement between the Board of Education and exempt employees.	Unrestricted	21,434	
	Restricted	<u>5,410</u>	
			26,844
Student Service Coordinators	Unrestricted		4,680
Classified Educational Add-Ons			
Negotiated salary compensation for education certification.	Unrestricted	37,080	
	Restricted	<u>19,430</u>	
			56,510
Classified Vacation Payoff	Unrestricted		20,000
Summer Work			
Negotiated salary compensation for summer work.	Unrestricted		19,892
Insurance Opt-Out			
Salary compensation for employees who opt-out of the insurance program.	Unrestricted		10,212

SPECIAL EDUCATION

APPROVED

BUDGET

1,139,059

Funds For Negotiated Agreements

Hiring Turnover (F.T.E.)

Amounts anticipated to be developed through turnover.

Unrestricted

(275,000)

TOTAL SALARIES AND WAGES

33,889,174

CONTRACTED SERVICES

Maintenance & Repair of Equipment

a. Specialized School - Carroll Springs School

Unrestricted

500

Printing and Binding

Form costs for school Special Education programs, such as pre-printed I.E.P. forms

a. Schools

Unrestricted

9,200

a. IDEA Part B - Family Partnerships (#077)

Restricted

1,000

b. IDEA Part B - Discretionary: SECAC (#280)

Restricted

500

Business Machine Rental

Payments on lease purchase agreements for business machines.

a. Schools including Carroll Springs

Unrestricted

17,716

b. Special Education

Unrestricted

16,944

34,660

Legal Fees

a. General Administration

Unrestricted

113,750

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

2,401,500
2,422,500

d. Special Education Supplemental (#001)

Restricted

855,287

e. Medicaid (Medical Assistance) (#007)

Restricted

110,000

f. IDEA Part B: AEP-LIPG RK: Math Consulting Teacher (#049)

Restricted

20,000

g. Medicaid - Infants & Toddlers - Carryover of Prior Year (#066)

Restricted

20,000

h. Infants & Toddlers State (#085)

Restricted

54,052

i. IDEA Part B - Infants & Toddlers (#107)

Restricted

2,309

j. IDEA Part B: Early Childhood Implementation Grant - RK (#130)

Restricted

45,000

k. IDEA Part B: Secondary Transition LIR (#240)

Restricted

20,000

l. IDEA Part B - Discretionary: SECAC (#280)

Restricted

1,000
1,127,648

3,550,148

TOTAL CONTRACTED SERVICES

3,710,758

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

700

b. Special Education

Unrestricted

7,500

c. Interpretation and Translation Services (#237)

Unrestricted

1,000

9,200

SPECIAL EDUCATION

APPROVED BUDGET

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>150</u>	650

Food

a. Schools	Restricted	1,600	
b. Specialized School - Carroll Springs	Unrestricted	<u>650</u>	2,250

Textbooks

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

a. Specialized School	Unrestricted		3,000
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Library Media

a. Carroll Springs School	Unrestricted		2,750
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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. IDEA Part B: AEP-LIPG RK: Math Consulting Teacher (#049)	Restricted	30,000	
c. Medicaid - Infants & Toddlers - Carryover of Prior Year (#066)	Restricted	20,000	
d. IDEA Part B - TIES (#075)	Restricted	10,094	
e. IDEA Part B - Local Priority Flexibility (#077)	Restricted	10,950	
f. IDEA Part B - Preschool Passthrough PPPSS (#089)	Restricted	455	
g. IDEA Part B (619) - Infants & Toddlers (#097)	Restricted	1,200	
h. IDEA Part B - Infants & Toddlers (#107)	Restricted	2,500	
i. IDEA Part B: Early Childhood Implementation Grant - RK (#130)	Restricted	10,296	
j. IDEA Part B (619) - Extended Option (#226)	Restricted	3,000	
k. IDEA Part B: Secondary Transition LIR (#240)	Restricted	25,000	
l. IDEA Part B - Discretionary: SECAC (#280)	Restricted	2,399	
m. IDEA Part B - State Passthrough PPPSS (#310)	Restricted	<u>8,768</u>	
		132,162	
n. Schools	Unrestricted	173,267	
o. Specialized Schools - Carroll Springs & Gateway	Unrestricted	55,950	
p. Special Education	Unrestricted	211,327	
q. Special Education Autism Program (#012)	Unrestricted	6,000	
r. Extended School Year Services for Disabled Students (#101)	Unrestricted	400	
s. Home & Hospital Teaching (#113)	Unrestricted	755	
t. PRIDE - Elementary (#118)	Unrestricted	<u>6,913</u>	
		454,612	586,774

Library Media Supplies

a. Specialized Schools - Carroll Springs	Unrestricted		200
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Computer Equipment < \$5,000

a. Special Education	Unrestricted	10,000	
b. Specialized Schools - Carroll Springs	Unrestricted	<u>2,000</u>	12,000

Sensitive Items - Non-I.T.

a. Special Education	Unrestricted	8,000	
b. Specialized Schools - Carroll Springs	Unrestricted	<u>1,500</u>	9,500

Other Non-Instructional Supplies & Materials

a. Schools	Unrestricted	1,100	
b. Specialized Schools - Carroll Springs	Unrestricted	<u>200</u>	<u>1,300</u>

TOTAL SUPPLIES AND MATERIALS

627,624

SPECIAL EDUCATION

APPROVED BUDGET

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	19,764	
b. Medicaid - Infants & Toddlers - Carryover of Prior Year (#066)	Restricted	20,000	
c. IDEA Part B (619) - Infants & Toddlers (#097)	Restricted	4,658	
d. IDEA Part B - Infants & Toddlers (#107)	Restricted	1,255	
e. IDEA Part B (619) - Extended Option (#226)	Restricted	3,230	
f. IDEA Part B - State Passthrough PPPSS (#310)	Restricted	<u>2,500</u>	
		51,407	
g. Middle School & High School	Unrestricted	400	
h. Specialized Schools - Carroll Springs & Gateway	Unrestricted	250	
i. Special Education	Unrestricted	38,000	
j. Curriculum	Unrestricted	1,000	
k. Extended School Year Services for Disabled Students (#101)	Unrestricted	700	
l. Home & Hospital Teaching (#113)	Unrestricted	15,000	
m. Interpretation and Translation Services (#237)	Unrestricted	<u>1,500</u>	
		56,850	108,257

License Fees

30,000

Postage

Postage expenses for schools and school projects.

a. Elementary, Middle & High Schools	Unrestricted	2,200	
b. Carroll Springs School	Unrestricted	650	
c. Extended School Year Services for Disabled Students (#101)	Unrestricted	<u>50</u>	

2,900

Dues

Membership in professional organizations.

a. Carroll Springs School	Unrestricted	500	
b. A & S Professional Development (#019)	Unrestricted	<u>1,100</u>	

1,600

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

Conferences & Trainings

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

a. IDEA Part B - State Passthrough (#010)	Restricted	9,000	
b. IDEA Part B - Local Priority Flexibility (#077)	Restricted	1,500	
c. IDEA Part B (619) - Infants & Toddlers (#097)	Restricted	600	
d. IDEA Part B - NASOSE (#178)	Restricted	3,800	
e. IDEA Part C - PLO Conference (#277)	Restricted	<u>500</u>	
		15,400	

f. Carroll Springs School	Unrestricted	5,000	
g. A & S Professional Development (#019)	Unrestricted	<u>2,750</u>	
		7,750	23,150

Admission Fees

To cover admission fees for special education students.

a. IDEA Part B - Local Priority Flexibility (#077)	Restricted	1,000	
b. IDEA Part C - PLO Conference (#277)	Restricted	1,000	
c. Schools	Unrestricted	<u>500</u>	

2,500

SPECIAL EDUCATION

APPROVED BUDGET

Miscellaneous - Other Charges

a. Medicaid (3-21) (#007)	Restricted	75,000
c. Medicaid - Infants & Toddlers - Carryover of Prior Year (#066)	Restricted	150
d. Various Grant Carryovers (#800)	Restricted	820,000
e. New Grants (#805)	Restricted	272,665
f. Special Education	Unrestricted	<u>25,000</u>

1,192,815

TOTAL OTHER CHARGES

1,361,962

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>4,000,000</u>

7,250,000

TOTAL TRANSFERS

7,298,000

TOTAL SPECIAL EDUCATION

\$46,887,518

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				\$ (Decrease)	% (Decrease)
	Actual 2017-18	Approved 2018-19	Approved 2019-20	Increase over Prior Year	Increase over Prior Year
16 Textbooks & Instructional Supplies					
3 Supplies/Materials	\$ 7,290,396	\$ 6,914,900	\$ 6,673,473	\$ (241,427)	-3.49%
Restricted Fund Summary					
16 Textbooks & Instructional Supplies					
3 Supplies/Materials	\$ 545,538	\$ 1,468,485	\$ 1,153,224	\$ (315,261)	-21.47%

Category 16 - Textbooks & Instructional Supplies
Changes - FY 2020

Non-Restricted Budget Changes

1. Decrease in computer purchases	\$ (213,616)
2. Decrease in various instructional supplies & materials line items	<u>(27,811)</u>
Total Non-Restricted Decrease - Category 16- Textbooks & Instructional Supplies	(241,427)

Restricted Budget Net Decrease - Category 16- Textbooks & Instructional Supplies	<u>(315,261)</u>
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TOTAL DECREASE - Category 16- Textbooks & Instructional Supplies	\$ (556,688)
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CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
TEXTBOOKS & INSTRUCTIONAL SUPPLIES				
3 Supplies and Materials				
Office Supplies	\$1,407	\$0	\$0	\$0
Clothing & Footwear	20,367	21,200	20,500	20,500
Books & Periodicals	18,958	25,919	25,469	25,969
Food	34,411	48,179	43,770	44,170
Textbooks	1,775,075	1,257,429	1,277,775	1,277,775
Library Media	506,090	506,226	520,876	520,876
General Supplies	2,849,842	3,305,247	3,152,449	3,255,949
Library Media Supplies	67,259	77,534	74,584	74,584
Computer Equipment < \$5,000	1,628,485	1,587,666	1,374,050	1,374,050
Sensitive Items Non - I.T.	309,064	66,300	62,100	62,100
Other Supplies & Materials	79,438	19,200	17,500	17,500
Object Total	7,290,396	6,914,900	6,569,073	6,673,473
 TOTAL TEXTBOOKS & INSTRUCTIONAL SUPPLIES	 \$7,290,396	 \$6,914,900	 \$6,569,073	 \$6,673,473

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
TEXTBOOKS & INSTRUCTIONAL SUPPLIES				
3 Supplies and Materials				
Books & Periodicals	\$11,144	\$4,400	\$10,000	\$10,000
Food	18,941	17,585	30,140	30,140
Textbooks	1,026	94,500	48,000	48,000
Library Media	2,987	0	0	0
General Supplies	356,999	857,000	813,488	806,714
Library Media Supplies	1,951	0	0	0
Computer Equipment < \$5,000	109,548	0	140,400	140,400
Sensitive Items Non-I.T.	32,321	480,400	91,070	91,070
Other Supplies & Materials	10,621	14,600	26,900	26,900
Object Total	545,538	1,468,485	1,159,998	1,153,224
 TOTAL TEXTBOOKS & INSTRUCTIONAL SUPPLIES	 \$545,538	 \$1,468,485	 \$1,159,998	 \$1,153,224

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.

				APPROVED BUDGET
SUPPLIES AND MATERIALS				
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	1,400		
e. Student Body Activities	Unrestricted	1,000		
f. Fine Arts	Unrestricted	<u>14,500</u>		
				20,500
Books and Periodicals				
Purchase of books and periodicals for instructional use.				
a. Judy Center - Elmer Wolfe (#023)	Restricted	2,000		
b. Judy Center - Robert Moton (#036)	Restricted	3,000		
c. Judy Center - Taneytown (#187)	Restricted	<u>5,000</u>	10,000	
d. Schools	Unrestricted	9,150		
e. System Wide	Unrestricted	2,000		
f. Student Services	Unrestricted	7,019		
g. Perkins Title I-C: Program Improvement (#029)	Unrestricted	1,800		
h. Pre-Kindergarten (#056)	Unrestricted	500		
i. Limited English Proficient (#238)	Unrestricted	2,500		
j. Multicultural Curriculum Development (#345)	Unrestricted	<u>3,000</u>	<u>25,969</u>	
				35,969
Food				
a. Judy Center - Elmer Wolfe (#023)	Restricted	6,560		
b. Judy Center - Robert Moton (#036)	Restricted	6,460		
c. Continuing Education Fair (#166)	Restricted	300		
d. Judy Center - Taneytown (#187)	Restricted	8,820		
e. CASE Summer Institutes (#189)	Restricted	8,000	30,140	
f. Student Body Activities	Unrestricted	300		
g. System Wide	Unrestricted	5,000		
h. Perkins Title I-C: Program Improvement (#029)	Unrestricted	300		
i. Pre-Kindergarten (#056)	Unrestricted	34,920		
j. Carroll County Student Government Association (#098)	Unrestricted	50		
k. Limited English Proficient (#238)	Unrestricted	2,600		
l. Multicultural Curriculum Development (#345)	Unrestricted	<u>1,000</u>	<u>44,170</u>	
				74,310
Textbooks				
Purchase of textbooks and workbooks to replace/supplement current texts, and to buy new textbooks.				
a. Striving Readers Comprehensive Literacy (#039)	Restricted	48,000	48,000	
b. Curriculum / System-Wide	Unrestricted	1,252,112		
c. Perkins Title I-C: Program Improvement (#029)	Unrestricted	1,817		
d. High School Dropout Prevention (#122)	Unrestricted	20,346		
e. Career Technology Education - Match (#429)	Unrestricted	<u>3,500</u>	<u>1,277,775</u>	
				1,325,775
Library Media				
To replace/supplement current library books, and purchase additional library books to improve pupil/book ratio.				
a. Schools	Unrestricted	337,806		
b. Resource Centers - System-Wide	Unrestricted	182,860		
c. Outdoor School (#016)	Unrestricted	<u>210</u>		
				520,876

TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

**APPROVED
BUDGET**

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. Judy Center - Elmer Wolfe (#023)	Restricted	16,447	
b. Perkins Title I-C: Program Improvement (#029)	Restricted	118,950	
c. Judy Center - Robert Moton (#036)	Restricted	21,963	
d. Striving Readers Comprehensive Literacy (#039)	Restricted	70,084	
e. ESSA Title IV-A: Stud Supp and Academic Achiev (#048)	Restricted	9,800	
f. NCLB Title II-A: Teacher Quality (#062)	Restricted	3,792	
g. Judy Center - Cranberry Station (#063)	Restricted	5,134	
h. Project ACES - Awards (#091)	Restricted	5,000	
i. Carroll County Student Government Association (#098)	Restricted	2,000	
j. Full-Day Pre-Kindergarten Expansion (#125)	Restricted	23,300	
k. NCLB Title III-A: English Language Acquisition (#128)	Restricted	8,771	
l. CTE Reserve Grant Fund (#129)	Restricted	6,910	
m. Continuing Education Fair (#166)	Restricted	300	
n. Summer Enrichment Program (#167)	Restricted	2,000	
o. Outdoor School Donations (#174)	Restricted	500	
p. Judy Center - Taneytown (#187)	Restricted	28,089	
q. CASE Summer Institutes (#189)	Restricted	6,500	
r. Fine Arts Initiative (#305)	Restricted	12,174	
s. Various Grants Carryover (#800)	Restricted	200,000	
t. New Grants (#805)	Restricted	<u>265,000</u>	806,714
u. Schools	Unrestricted	2,269,319	
v. System Wide	Unrestricted	237,531	
w. Chief of Schools	Unrestricted	4,000	
x. Director of Middle Schools	Unrestricted	7,700	
y. Gateway School	Unrestricted	48,167	
z. Technology Services	Unrestricted	2,000	
aa. Student Body Activities - Schools	Unrestricted	30,500	
bb. Student Services - Psychological Testing	Unrestricted	44,496	
cc. Fine Arts	Unrestricted	12,500	
dd. Curriculum	Unrestricted	41,429	
ee. Outdoor School (#016)	Unrestricted	9,885	
ff. Student Service Learning (#024)	Unrestricted	3,000	
gg. Perkins Title I-C: Program Improvement (#029)	Unrestricted	345,325	
hh. Student Support Center (#081)	Unrestricted	1,000	
ii. CCSGA (Student Government) / Student Leadership (#098)	Unrestricted	659	
jj. Environmental Education Projects (#116)	Unrestricted	2,800	
kk. Middle School Reading and Mathematics Intervention (#119)	Unrestricted	24,291	
ll. High School Dropout Prevention (#122)	Unrestricted	3,000	
mm. High School Academic Competition (#147)	Unrestricted	2,300	
nn. Limited English Proficient (#238)	Unrestricted	20,130	
oo. Director's Distribution - High School (#271)	Unrestricted	7,500	
pp. Local Intervention Initiatives - High Schools (#323)	Unrestricted	5,308	
qq. Local Intervention Initiatives - Middle Schools (#324)	Unrestricted	5,446	
rr. Local Intervention Initiatives - Elementary Schools (#325)	Unrestricted	11,329	
ss. Multicultural Curriculum Development (#345)	Unrestricted	500	
tt. Career Technology Education - Match (#429)	Unrestricted	<u>115,834</u>	<u>3,255,949</u>

4,062,663

Library Media Supplies

Purchase of filmstrips, transparencies, film for schools.

a. Schools	Unrestricted	73,634	
b. Gateway	Unrestricted	<u>950</u>	74,584

Computer Equipment < \$5,000

a. Striving Readers Comprehensive Literacy (#039)	Restricted	140,400	140,400
b. Schools	Unrestricted	45,000	
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>1,374,050</u>

1,514,450

TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

**APPROVED
BUDGET**

Sensitive Items Non-I.T.

a. Striving Readers Comprehensive Literacy (#039)	Restricted	90,000		
b. ESSA Title IV-A: Stud Supp and Academic Achiev (#048)	Restricted	<u>1,070</u>	91,070	
c. Schools	Unrestricted	16,600		
d. Perkins Title I-C: Program Improvement (#029)	Unrestricted	10,500		
e. Career Technology Education - Match (#429)	Unrestricted	<u>35,000</u>	<u>62,100</u>	
				153,170

Other Supplies & Materials

a. Judy Center - Elmer Wolfe (#023)	Restricted	3,600		
b. Judy Center - Robert Moton (#036)	Restricted	5,600		
c. Carroll County Student Government Association (#098)	Restricted	4,000		
d. Maryland Safe Schools (#144)	Restricted	2,200		
e. Children's Support Fund (#164)	Restricted	2,000		
f. Continuing Education Fair (#166)	Restricted	2,400		
g. Judy Center - Taneytown (#187)	Restricted	6,100		
h. CASE Summer Institutes (#189)	Restricted	<u>1,000</u>	26,900	
i. Schools	Unrestricted	5,850		
j. System Wide	Unrestricted	800		
k. Gateway	Unrestricted	300		
l. Student Body Activities	Unrestricted	8,300		
n. Perkins Title I-C: Program Improvement (#029)	Unrestricted	500		
o. Limited English Proficient (#238)	Unrestricted	250		
p. Multicultural Curriculum Development (#345)	Unrestricted	<u>1,500</u>	<u>17,500</u>	
				<u>44,400</u>

TOTAL TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

\$7,826,697

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				\$ (Decrease)	% (Decrease)
	Actual	Approved	Approved	Increase over	Increase over
	2017-18	2018-19	2019-20	Prior Year	Prior Year
17 Other Instructional Costs					
2 Contracted Services	\$ 863,010	\$ 940,569	\$ 944,669	\$ 4,100	0.44%
4 Other Charges	487,901	487,995	484,656	(3,339)	-0.68%
5 Land, Bldg, Equip Additional	293,770	75,000	75,000	-	0.00%
6 Land, Bldg, Equip Replacement	47,496	25,000	25,000	-	0.00%
9 Transfers	183,821	135,000	190,000	55,000	40.74%
	\$ 1,875,998	\$ 1,663,564	\$ 1,719,325	\$ 55,761	3.35%
Restricted Fund Summary					
17 Other Instructional Costs					
2 Contracted Services	\$ 213,294	\$ 254,227	\$ 316,893	\$ 62,666	24.65%
4 Other Charges	79,604	429,605	524,479	94,874	22.08%
5 Land, Bldg, Equip Additional	31,035	12,460	9,631	(2,829)	-22.70%
9 Transfers	8,811	12,791	16,388	3,597	28.12%
	\$ 332,744	\$ 709,083	\$ 867,391	\$ 158,308	22.33%

Category 17 - Other Instructional Costs
Changes - FY 2020

Non-Restricted Budget Changes

1. Net decrease in other miscellaneous areas	\$ (3,339)
2. Net increase in game officials and other contracted services	4,100
3. Increase in transfers to other Maryland school systems	<u>55,000</u>
Total Non-Restricted Increase - Category 17- Other Instructional Costs	55,761

Restricted Budget Net Increase - Category 17- Other Instructional Costs	<u>158,308</u>
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TOTAL INCREASE - Category 17- Other Instructional Costs	\$ 214,069
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CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
OTHER INSTRUCTIONAL COSTS				
2 Contracted Services				
Printing & Binding	\$24,575	\$20,864	\$22,264	\$22,264
Rental of Business Machines	329,052	392,016	384,741	384,741
Consultants	12,190	30,000	29,500	27,000
Laundry & Cleaning	36,010	35,000	35,000	35,000
Test Scoring	61,387	61,831	64,831	64,831
Game Officials	223,587	203,625	215,000	215,000
Outdoor School Meals	20,627	28,000	28,000	28,000
Other Contracted Services	155,582	169,233	170,833	167,833
Object Total	863,010	940,569	950,169	944,669
4 Other Charges				
Local Mileage Reimbursement	73,370	118,463	116,788	113,588
License Fees	220,701	177,500	177,500	177,500
Dues	6,199	6,834	7,334	7,334
Subscriptions	49,287	58,958	57,133	57,133
Conferences & Trainings	50,978	79,140	78,801	78,801
Admissions/Entrance Fees	76,721	40,300	40,700	40,700
Donations/Memorials	210	0	0	0
Miscellaneous - Other Charges	10,435	6,800	9,600	9,600
Object Total	487,901	487,995	487,856	484,656
5 Equipment Additional				
Classroom Furniture & Equipment	293,770	75,000	75,000	75,000
Object Total	293,770	75,000	75,000	75,000
6 Equipment Replacement				
Classroom Furniture & Equipment	47,496	25,000	25,000	25,000
Object Total	47,496	25,000	25,000	25,000
9 Transfers				
Out-Going Transfers to Other MD LEA's	121,500	45,000	45,000	100,000
Other Out-Going Transfers	62,321	90,000	75,000	90,000
Object Total	183,821	135,000	120,000	190,000
TOTAL OTHER INSTRUCTIONAL COSTS	\$1,875,998	\$1,663,564	\$1,658,025	\$1,719,325

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
OTHER INSTRUCTIONAL COSTS				
2 Contracted Services				
Printing & Binding	\$2,674	\$12,427	\$7,516	\$7,516
Rental Equip/Machinery	0	0	2,652	\$2,652
Consultants	1,425	1,500	4,500	4,500
Test Scoring	25,523	0	35,000	35,000
Outdoor School Meals	118,498	132,000	132,000	132,000
Other Contracted Services	65,174	108,300	135,225	135,225
Object Total	213,294	254,227	316,893	316,893
4 Other Charges				
Local Mileage Reimbursement	7,984	6,686	26,487	26,487
Communications	334	0	0	0
Dues	1,000	0	0	0
Conferences & Trainings	43,847	36,079	76,873	92,017
Admissions/Entrance Fees	14,776	3,440	3,850	3,850
Donations/Memorials	9,485	0	0	20,000
Miscellaneous - Other Charges	2,178	383,400	382,125	382,125
Object Total	79,604	429,605	489,335	524,479
5 Equipment Additional				
Classroom Furniture & Equipment	26,035	12,460	12,460	9,631
Storage Shed	5,000	0	0	0
Object Total	31,035	12,460	12,460	9,631
9 Transfers				
Other Out-Going Transfers	8,811	12,791	16,388	16,388
Object Total	8,811	12,791	16,388	16,388
TOTAL OTHER INSTRUCTIONAL COSTS	\$332,744	\$709,083	\$835,076	\$867,391

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. Judy Center - Elmer Wolfe (#023)	Restricted	300		
b. Judy Center - Robert Moton (#036)	Restricted	1,000		
c. Striving Readers Comprehensive Literacy (#039)	Restricted	5,216		
d. Judy Center - Taneytown (#187)	Restricted	<u>1,000</u>	7,516	
e. Schools	Unrestricted	4,900		
f. Director of High Schools	Unrestricted	10,664		
g. Student Body Activities	Unrestricted	800		
h. Curriculum	Unrestricted	450		
i. Outdoor School (#016)	Unrestricted	3,200		
j. Perkins Title I-C: Program Improvement (#029)	Unrestricted	750		
k. School Readiness - Elementary (#031)	Unrestricted	<u>1,500</u>	<u>22,264</u>	
				29,780
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. Judy Center - Robert Moton (#036)	Restricted	1,326		
b. Judy Center - Taneytown (#187)	Restricted	<u>1,326</u>	2,652	
c. Schools	Unrestricted	348,804		
d. Student Body Activities	Unrestricted	500		
e. Student Services	Unrestricted	2,000		
f. Media/Resource Center	Unrestricted	2,125		
g. Outdoor School (#016)	Unrestricted	500		
h. Perkins Title I-C: Program Improvement (#029)	Unrestricted	24,000		
i. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	3,132		
j. Student Support Center (#081)	Unrestricted	2,580		
k. PRIDE - Elementary (#118)	Unrestricted	<u>1,100</u>	<u>384,741</u>	
				387,393
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. Maryland Safe Schools (#144)	Restricted	3,000		
b. Fine Arts Initiatives (#305)	Restricted	<u>1,500</u>	4,500	
c. Fine Arts	Unrestricted	11,500		
d. Curriculum	Unrestricted	2,500		
e. Limited English Proficient (#238)	Unrestricted	3,000		
f. Multicultural Curriculum Development (#345)	Unrestricted	<u>10,000</u>	<u>27,000</u>	
				31,500
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

OTHER INSTRUCTIONAL COSTS

APPROVED BUDGET

Test Scoring

a. ESSA Title IV: Stud Supp and Academic Achiev (#048)	Restricted		35,000	
b. Curriculum	Unrestricted	14,031		
c. Perkins Title I-C: Program Improvement (#029)	Unrestricted	30,800		
d. Career Technology Education - Match (#429)	Unrestricted	<u>20,000</u>	<u>64,831</u>	
				99,831

Game Officials

To cover the cost of officials for various student sports.

a. Student Body Activities	Unrestricted			215,000
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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. Judy Center - Elmer Wolfe (#023)	Restricted	7,200		
b. Judy Center - Robert Moton (#036)	Restricted	10,250		
c. Striving Readers Comprehensive Literacy (#039)	Restricted	31,275		
d. ESSA Title IV: Stud Supp and Academic Achiev (#048)	Restricted	13,000		
e. Judy Center - Cranberry Station (#063)	Restricted	4,750		
f. NCLB Title III-A: English Language Acquisition (#128)	Restricted	10,000		
g. Substance Abuse Screening (#159)	Restricted	12,000		
h. Continuing Education Fair (#166)	Restricted	6,000		
i. Judy Center - Taneytown (#187)	Restricted	13,750		
j. CASE Summer Institutes (#189)	Restricted	<u>27,000</u>	135,225	
k. Gateway School	Unrestricted	25,000		
l. Student Body Activities	Unrestricted	93,600		
m. Fine Arts	Unrestricted	3,060		
n. Curriculum	Unrestricted	15,573		
o. Student Personnel Services/ All Levels	Unrestricted	2,500		
p. Perkins Title I-C: Program Improvement (#029)	Unrestricted	8,500		
q. Families Learning Together (#031)	Unrestricted	1,100		
r. Limited English Proficient (#238)	Unrestricted	1,000		
s. Multicultural Curriculum Development (#345)	Unrestricted	12,000		
t. Career Technology Education - Match (#429)	Unrestricted	<u>5,500</u>	<u>167,833</u>	
				<u>303,058</u>

TOTAL CONTRACTED SERVICES

1,261,562

OTHER CHARGES

Local Mileage Reimbursement

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

a. Judy Center - Elmer Wolfe (#023)	Restricted	5,886		
b. Judy Center - Robert Moton (#036)	Restricted	13,080		
c. NCLB Title II-A: Teacher Quality (#062)	Restricted	1,635		
d. Judy Center - Taneytown (#187)	Restricted	<u>5,886</u>	26,487	
e. Schools	Unrestricted	5,500		
f. Gateway	Unrestricted	500		
g. Office of Communication	Unrestricted	800		
h. Curriculum	Unrestricted	21,600		
i. Student Services - Guidance	Unrestricted	10,000		
j. Student Services - Psychological Testing	Unrestricted	19,000		
k. Staff Development	Unrestricted	5,200		
l. Outdoor School (#016)	Unrestricted	700		
m. Serve America Sub-Grant (#024)	Unrestricted	163		

OTHER INSTRUCTIONAL COSTS

APPROVED BUDGET

n. Perkins Title I-C: Program Improvement (#029)	Unrestricted	11,250	
o. Families Learning Together (#031)	Unrestricted	4,600	
p. Pre-Kindergarten (#056)	Unrestricted	500	
q. Carroll County Student Government Association (#098)	Unrestricted	275	
r. Home & Hospital Teaching (#113)	Unrestricted	15,000	
s. Interpretation and Translation Services (#237)	Unrestricted	1,500	
t. Limited English Proficient (#238)	Unrestricted	16,000	
u. Transitions Project (#361)	Unrestricted	1,000	<u>113,588</u>
			140,075

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	1,025	
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>	
			7,334

Subscriptions

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

a. Schools	Unrestricted	52,500	
b. Gateway	Unrestricted	1,710	
c. Student Services - Guidance	Unrestricted	1,121	
d. Student Services - Psychological Testing	Unrestricted	202	
f. Perkins Title I-C: Program Improvement (#029)	Unrestricted	<u>1,600</u>	
			57,133

Conferences & Trainings

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

a. Judy Center - Elmer Wolfe (#023)	Restricted	4,000	
b. Judy Center - Robert Moton (#036)	Restricted	10,000	
c. Striving Readers Comprehensive Literacy (#039)	Restricted	7,400	
d. Judy Center - Cranberry Station (#063)	Restricted	4,000	
e. Full-Day Pre-Kindergarten Expansion (#125)	Restricted	21,600	
f. CTE Reserve Grant Fund (#129)	Restricted	25,542	
g. Maryland Safe Schools (#144)	Restricted	5,475	
h. Judy Center - Taneytown (#187)	Restricted	<u>14,000</u>	92,017
i. Schools	Unrestricted	12,100	
j. System Wide	Unrestricted	6,600	
k. Student Personnel Services	Unrestricted	4,700	
l. Curriculum	Unrestricted	7,000	
m. Staff Development	Unrestricted	7,000	
n. Gateway School	Unrestricted	2,700	
o. Outdoor School (#016)	Unrestricted	2,311	
p. Perkins Title I-C: Program Improvement (#029)	Unrestricted	6,000	
q. Interpretation and Translation Services (#237)	Unrestricted	7,240	
r. Limited English Proficient (#238)	Unrestricted	2,150	
s. Multicultural Curriculum Development (#345)	Unrestricted	3,000	
t. Career Technology Education - Match (#429)	Unrestricted	<u>18,000</u>	<u>78,801</u>
			170,818

OTHER INSTRUCTIONAL COSTS

APPROVED BUDGET

Admission Fees

a. Judy Center - Robert Moton (#036)	Restricted	1,850		
b. Children's Support Fund (#164)	Restricted	<u>2,000</u>	3,850	
c. Schools	Unrestricted	500		
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>40,700</u>	44,550

Donations/Memorials

a. Gene Haas Foundation (#138)	Restricted	20,000		20,000
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Miscellaneous Other Charges

a. Judy Center - Elmer Wolfe (#023)	Restricted	975		
b. Judy Center - Taneytown (#187)	Restricted	1,150		
c. Various Grants Carryover (#800)	Restricted	300,000		
d. New Grants (#805)	Restricted	<u>80,000</u>	382,125	
e. Gateway School	Unrestricted	500		
f. Student Services - Guidance	Unrestricted	5,000		
g. Outdoor School (#016)	Unrestricted	100		
h. Perkins Title I-C: Program Improvement (#029)	Unrestricted	<u>4,000</u>	<u>9,600</u>	<u>391,725</u>

TOTAL OTHER CHARGES

1,009,135

EQUIPMENT ADDITIONAL

Classroom Furniture and Equipment

a. Perkins Title I-C: Program Improvement (#029)	Restricted	9,631	9,631	
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>	84,631

TOTAL EQUIPMENT ADDITIONAL

84,631

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			100,000
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Other Out-Going Transfers

b. NCLB Title II-A: Teacher Quality (#062)	Restricted	16,388	16,388	
c. Adjudicated Youth Placement costs	Unrestricted	90,000	<u>90,000</u>	<u>106,388</u>

TOTAL TRANSFERS

206,388

TOTAL OTHER INSTRUCTIONAL COSTS

\$2,586,716



Section IV

Food Service Fund
Capital Improvement
Projects Fund
Debt Service Fund

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 2017-18	Approved 2018-19	Approved 2019-20	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
08 Fixed Charges					
4 Other Charges	\$ 1,035,084	\$ 1,085,548	\$ 1,086,143	\$ 595	0.05%
09 Food Services					
1 Salaries	2,217,309	2,274,452	2,432,778	158,326	6.96%
2 Contracted Services	17,376	40,000	40,000	-	0.00%
3 Supplies/Materials	2,799,919	2,795,000	2,930,000	135,000	4.83%
4 Other Charges	14,572	20,000	18,500	(1,500)	-7.50%
5 Land, Bldg, Equip Additional	5,863	50,000	25,000	(25,000)	-50.00%
6 Land, Bldg, Equip Replacement	49,008	235,000	225,000	(10,000)	-4.26%
Total Food Services	5,104,047	5,414,452	5,671,278	256,826	4.74%
Total Food Service Fund	\$ 6,139,131	\$ 6,500,000	\$ 6,757,421	\$ 257,421	3.96%

Food Service Fund Revenues
2019-2020 Approved Food Service Fund Budget

FOOD SERVICE FUND REVENUES	ACTUAL REVENUES 2017-18	APPROVED BUDGET 2018-19	APPROVED BUDGET 2019-20	\$ (Decrease) Increase Over Prior Year	% (Decrease) Increase Over Prior Year
I. Local Revenue	-	-	-	-	0.00%
Total Local Revenue	-	-	-	-	0.00%
II. State Revenue					
State Breakfast/Lunch	82,541	80,000	83,000	3,000	3.75%
Total State Revenue	82,541	80,000	83,000	3,000	3.75%
III. Federal Revenue					
U.S.D.A. Commodities	424,716	400,000	425,000	25,000	6.25%
Federal Lunch	2,102,068	2,150,000	2,130,000	(20,000)	-0.93%
Federal Breakfast	636,420	600,000	600,000	-	0.00%
Total Federal Revenue	3,163,204	3,150,000	3,155,000	5,000	0.16%
IV. Sales and Other Revenue					
Child Breakfast	156,900	140,000	140,000	-	0.00%
Child Lunch	1,888,070	1,840,000	1,850,000	10,000	0.54%
A La Carte	1,383,041	1,240,000	1,468,500	228,500	18.43%
Early Childhood Programs	22,278	12,000	20,000	8,000	66.67%
Miscellaneous	59,546	38,000	40,921	2,921	7.69%
Total Sales and Other Revenue	3,509,835	3,270,000	3,519,421	249,421	7.63%
TOTAL FOOD SERVICE	6,755,580	6,500,000	6,757,421	257,421	3.96%

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
FOOD SERVICES				
Positions				
1. Exempt	2.00	2.00	2.00	2.00
2. Non-exempt	99.78	99.78	99.78	99.78
Total Positions	<u>101.78</u>	<u>101.78</u>	<u>101.78</u>	<u>101.78</u>
1 Salaries and Wages				
Regular Classified	\$ 1,822,558	\$ 1,820,534	\$ 1,963,618	\$ 1,963,618
Temporary Classified	99,979	98,124	100,000	100,000
Regular Professional	192,041	192,041	198,991	198,991
Educational Add-Ons Classified	13,865	13,865	16,727	16,727
Overtime Classified	86,663	90,000	90,000	90,000
Retirement Incentives	746	-	-	-
Funds for Negotiated Agreements	-	58,488	62,132	62,132
Substitute Employees	109	-	-	-
Insurance Opt-Out	1,348	1,400	1,310	1,310
Object Total	<u>2,217,309</u>	<u>2,274,452</u>	<u>2,432,778</u>	<u>2,432,778</u>
2 Contracted Services				
Maintenance & Repair of Equipment	-	2,000	-	-
Printing and Binding	42	-	-	-
Other Contracted Services	17,334	38,000	40,000	40,000
Object Total	<u>17,376</u>	<u>40,000</u>	<u>40,000</u>	<u>40,000</u>
3 Supplies and Materials				
Clothing and Footwear	13,934	15,000	20,000	20,000
Equipment Maintenance & Repair Supplies	72,568	80,000	80,000	80,000
Non-Food Supplies	24,272	30,000	30,000	30,000
Food	2,499,509	2,505,000	2,600,000	2,600,000
Food Related Supplies	116,584	130,000	130,000	130,000
Other Food Service Supplies	71,498	25,000	60,000	60,000
Oth Non-Sensitive Supp & Mat	161	-	-	-
Other Non-Instructional Supplies	1,393	10,000	10,000	10,000
Object Total	<u>2,799,919</u>	<u>2,795,000</u>	<u>2,930,000</u>	<u>2,930,000</u>
4 Other Charges				
Local Mileage Reimbursement	4,133	5,000	5,000	5,000
License Fees	-	500	-	-
Postage	460	1,000	500	500
Food Locker Storage	1,683	2,000	2,500	2,500
Gasoline	3,705	4,000	4,000	4,000
Dues	288	1,000	1,000	1,000
Subscriptions	-	1,000	-	-
Professional Development	3,702	3,000	3,000	3,000
Miscellaneous - Other Charges	601	2,500	2,500	2,500
Object Total	<u>14,572</u>	<u>20,000</u>	<u>18,500</u>	<u>18,500</u>
5 Equipment Additional				
Cafeteria Equipment	5,863	50,000	25,000	25,000
Object Total	<u>5,863</u>	<u>50,000</u>	<u>25,000</u>	<u>25,000</u>
6 Equipment Replacement				
Cafeteria Equipment	49,008	235,000	225,000	225,000
Object Total	<u>49,008</u>	<u>235,000</u>	<u>225,000</u>	<u>225,000</u>
TOTAL FOOD SERVICES	<u>\$ 5,104,047</u>	<u>\$ 5,414,452</u>	<u>\$ 5,671,278</u>	<u>\$ 5,671,278</u>

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		APPROVED BUDGET
Existing Positions	Full-Time	
Exempt	<u>Equivalent</u>	
Supervisor - Food Services	1.00	
Assistant Supervisor - Food Services	<u>1.00</u>	
Total Existing Exempt Positions	2.00	\$198,991
Non-exempt		
Secretary III - 12 Month	1.00	
Food Services Area Manager	2.00	
Cafeteria Managers - 10 Month	27.00	
Cafeteria Assistant Manager - 10 Month	1.00	
Cafeteria Workers - 10 Month	<u>68.78</u>	
Total Existing Non-exempt Positions	99.78	<u>1,963,618</u>
Total Existing Positions	101.78	\$2,162,609
Other Salaries		
Temporary Non-exempt Wages		100,000
Educational Add-Ons for Non-Exempt Staff		16,727
Overtime for Non-exempt Staff		90,000
Funds for Negotiated Agreements		62,132
Insurance Opt-Out		<u>1,310</u>
TOTAL SALARIES AND WAGES		2,432,778
CONTRACTED SERVICES		
Other Contracted Services		
Other contracts for service providers		<u>40,000</u>
TOTAL CONTRACTED SERVICES		40,000
SUPPLIES AND MATERIALS		
Clothing and Footwear		
Uniforms for Food Services personnel as required by negotiated agreement.		20,000
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

SUPPLIES AND MATERIALS - continued	APPROVED BUDGET
Food	
Provides funds to purchase food.	2,600,000
Other Food Service Supplies	
Supplies needed for Food Service operations.	90,000
Miscellaneous Non-Instructional Materials and Supplies	<u>10,000</u>
TOTAL SUPPLIES AND MATERIALS	2,930,000
OTHER CHARGES	
Local Mileage Reimbursement	
Reimbursement to personnel carrying out assigned duties.	5,000
Postage	500
Rental of Food Lockers	
Rental of food storage locker where government commodities can be stored.	2,500
Gasoline	4,000
Dues and Subscriptions	1,000
Professional Development	
Training for staff members in Food Service	3,000
Miscellaneous - Other Charges	<u>2,500</u>
TOTAL OTHER CHARGES	18,500
EQUIPMENT ADDITIONAL	
Cafeteria Equipment	25,000
EQUIPMENT REPLACEMENT	
Cafeteria Equipment	<u>225,000</u>
TOTAL FOOD SERVICES	\$5,671,278

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
FIXED CHARGES				
4 Other Charges				
Employee Fringe Benefits				
Employee Retirement	\$ 185,720	\$ 192,994	\$ 215,523	\$ 215,523
Employees Social Security	159,930	155,130	162,950	162,950
Life Insurance	1,001	890	822	822
Long Term Disability	314	298	350	350
Optical Plan	79	158	158	158
Medical Insurance	567,548	606,729	600,780	600,780
Workers' Compensation	84,581	89,802	68,843	68,843
Dental Insurance	17,244	19,547	19,717	19,717
Employee Benefit Subsidy	18,667	20,000	17,000	17,000
Object Total	1,035,084	1,085,548	1,086,143	1,086,143
TOTAL FIXED CHARGES	\$ 1,035,084	\$ 1,085,548	\$ 1,086,143	\$ 1,086,143

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.		215,523
Employee Social Security		
This account includes the required employer contributions for all employees.		162,950
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	600,780
	Dental Insurance	19,717
	Workers' Compensation	68,843
	Other Benefits	<u>18,330</u>
		<u>707,670</u>
TOTAL FIXED CHARGES		\$1,086,143

Capital Improvement Projects Fund

The Capital Improvement Projects (CIP) Fund includes all activities and expenses associated with capital improvement projects for Carroll County Public Schools. The CIP program is supported by the county government and State of Maryland government. County funding comes from a variety of sources including issuance of debt; debt service is accounted for in the separate Debt Service Fund.

CIP Fund projects can include new construction, full modernizations, additions, system replacements (such as roofing, HVAC, electrical, or window), and other large scale facility work.

CIP Fund Summary	Approved 2017-18	Approved 2018-19	Approved 2019-20	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
Sources of Revenue					
Carroll County Government	\$ 9,410,000	\$ 7,760,158	\$ 14,072,050	\$ 6,311,892	81.34%
State of Maryland Government	3,853,000	6,989,000	7,603,950	614,950	8.80%
Total CIP Fund	\$ 13,263,000	\$ 14,749,158	\$ 21,676,000	\$ 6,926,842	46.96%

**Board of Education for Carroll County
Capital Improvement Fund Budget
Approved - Fiscal Year 2020**

<u>Project</u>	<u>Local</u>	<u>State</u>
Career & Technology Center	\$ 2,493,000.00	\$ -
Cranberry Station Elementary Roof Replacement	895,900.00	1,082,100.00
General Paving Projects	855,000.00	-
High School Science Room Renovations	1,523,500.00	1,622,500.00
South Carroll High Window Replacement	155,000.00	
Spring Garden Elementary HVAC Replacement	3,175,000.00	-
Technology Improvements	1,000,000.00	-
Westminster High Window Replacement	155,000.00	-
Winfield Elementary HVAC Replacement	3,819,650.00	4,899,350.00
	-	-
Total Expenditures	<u>14,072,050.00</u>	<u>7,603,950.00</u>

FY 2021-2025 CAPITAL IMPROVEMENT PROGRAM PLAN

(\$,000 omitted)

Project Title	FY2021			FY2022			FY2023			FY2024			FY2025			Total
	State	Local		State	Local		State	Local		State	Local		State	Local		
Modernizations																
CCCTC Project	\$ 11,000	\$ 21,036		\$ 15,000												\$ 47,036
Roof Replacements																
Future Projects	\$ 1,340	\$ 1,224		\$ 1,107	\$ 1,012		\$ 1,787	\$ 1,632		\$ 2,274	\$ 2,078		\$ 2,907	\$ 2,655		\$ 18,016
HVAC-Replacements																
Spring Garden ES - System Replacement	\$ 3,160															\$ 3,160
Future Projects		\$ 4,806		\$ 4,787	\$ 4,335		\$ 4,316	\$ 1,980		\$ 1,972	\$ 5,383		\$ 5,360	\$ 4,066		\$ 37,005
Annual Requests																
Technology Improvements		\$ 1,000			\$ 1,000			\$ 1,000			\$ 1,000			\$ 1,000		\$ 5,000
Paving		\$ 725			\$ 965			\$ 825			\$ 875			\$ 1,000		\$ 4,390
Roof Repairs											\$ 200				\$ 200	
Relocatable Classroom Movement		\$ 185						\$ 195						\$ 205	\$ 585	
Window Replacements																
South Carroll High Window Replacement	\$ 866	\$ 709														\$ 1,575
Westminster High Window Replacement	\$ 866	\$ 709														\$ 1,575
	\$ 17,232	\$ 30,394		\$ 20,894	\$ 7,312		\$ 6,103	\$5,632		\$ 4,246	\$ 9,536		\$ 8,267	\$ 8,926		\$ 118,542

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 2017-18	Approved 2018-19	Approved 2019-20	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
14 Debt Service					
Interest - Local Share	\$ 3,467,021	\$ 3,286,080	\$ 3,301,000	\$ 14,920	0.45%
Principal - Local Share	7,714,854	7,069,610	6,926,000	(143,610)	-2.03%
Total Debt Service Fund	\$ 11,181,875	\$ 10,355,690	\$ 10,227,000	\$ (128,690)	-1.24%

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

Object/Sub-Object	Actual Expenditures 2017-18	Approved Budget 2018-19	Proposed Budget 2019-20	Approved Budget 2019-20
REVENUES				
Sources of Funding				
Local Government	\$ 11,181,875	\$ 10,355,690	\$ 10,227,000	\$ 10,227,000
TOTAL FUNDING	<u>\$ 11,181,875</u>	<u>\$ 10,355,690</u>	<u>\$ 10,227,000</u>	<u>\$ 10,227,000</u>
 EXPENDITURES				
Debt Service				
Interest - Local Share	\$ 3,467,021	\$ 3,286,080	\$ 3,301,000	\$ 3,301,000
Principal - Local Share	<u>7,714,854</u>	<u>7,069,610</u>	<u>6,926,000</u>	<u>6,926,000</u>
TOTAL DEBT SERVICE	<u>\$ 11,181,875</u>	<u>\$ 10,355,690</u>	<u>\$ 10,227,000</u>	<u>\$ 10,227,000</u>

PREPARED BY THE OFFICE OF BUDGET & GRANTS

**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 Board of Education of Carroll County does not engage in discrimination that is unlawful or contrary to Maryland State Department of Education guidance on the basis of age, color, genetic information, marital status, mental or physical disability, ancestry or national origin, race, religion, sex, sexual orientation, gender identity, or gender expression.

The Board of Education of Carroll County is firmly committed to creating equal employment and educational opportunities for all persons by providing an environment that supports optimal academic achievement and productive work and is free from any form of unlawful discrimination, including access to school facilities, educational programs, and extracurricular activities.

The following person has been designated to handle inquiries regarding the non-discrimination policies: Director of Human Resources, 125 North Court Street, Westminster, Maryland 21157, (410) 751-3070

ADA ACCESSIBILITY STATEMENT

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 Communications Office 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 Management, (410) 751-3177, or the Communications Officer, (410) 751-3020, 125 North Court Street, Westminster, Maryland 21157.



Strategic Planning Pillars

