

Building the Future



Carroll County Public Schools

Approved

2015-2016

Operating Budget

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

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

Northwest Middle School was recognized as a 2013 Excellence in Gifted and Talented Education School. This awards program was initiated by the Maryland State Department of Education and the State Advisory Council on Gifted and Talented Education.

Sadie Allgeier and Christiana Sasser, seniors at Westminster High School, received the President's Volunteer Service Award. Sasser was also one of six Maryland students recognized as Distinguished Finalists in The Prudential Spirit of Community Awards.

Mara Wedekind, a senior from Century High School, was one of only fourteen students from Maryland, Virginia, and the District of Columbia to participate in the 2013-2014 High School Seminar at the National Gallery of Art in Washington, D.C.

The Maryland State Department of Education selected the Manufacturing and Machine Technologies Program at the Carroll County Career and Technology Center as the 2014 Career and Technology Education Outstanding Secondary CTE Program of Excellence.

Students from the Carroll County Career and Technology Center earned 19 gold, 11 silver, and 9 bronze medals at the 41st annual SkillsUSA Maryland State Leadership and Skills Championships.

Lucas Hewitt, drama teacher at Century High School, received the International Thespian Society Inspirational Theatre Educator Award.

North Carroll High School was named a 2014 U.S. Department of Education Green Ribbon School.

Mt. Airy, Parr's Ridge, Piney Ridge, and Sandymount Elementary Schools and Shiloh Middle School received recertification as Maryland Green Schools for 2014. Outdoor School was recertified as a Green Center.

Nicole Heinlein, a third grade teacher at Carrolltowne Elementary School, was named Carroll County Teacher of the Year.

Martin Tierney, principal of Manchester Elementary School, and Troy Barnes, assistant principal at Westminster High School, received the Rita Board Dowd Award for Outstanding Carroll County School Administrators.

Robert Mitchell, principal at Ebb Valley Elementary School, received the Outstanding Educator of the Year Award presented by the Maryland School Psychologists' Association.

Steven Priester, Student Representative to the Board of Education of Carroll County, was appointed by Governor Martin O'Malley as the Student Member of the State Board of Education for 2014-2015.

The drama departments at Century, Liberty, and South Carroll High Schools received awards in 15 different categories at the Cappies Critics and Awards Program, the Baltimore Area High School Region of the "Academy Awards" for theatre.

Jeff Summers, instrumental music teacher at Mt. Airy Middle School, was accepted into the Baltimore Symphony Music Educator's Academy. He was one of only four trumpet players from across the nation to be selected.

Madeline Taylor, an 8th grade student at Sykesville Middle School, was one of the 16 winners in the annual "A Picture is Worth a Thousand Words" poster contest sponsored by the Maryland Council on Economic Education.

Eight Carroll County schools received School of the Year Awards from the Maryland Center for Character Education at Stevenson University – Carrolltowne, Elmer Wolfe, Mechanicsville and Spring Garden Elementary Schools; New Windsor, Oklahoma Road, and West Middle Schools; and Francis Scott Key High School, as well as Shiloh Middle School, which was selected as an Emerging School of Character.

Aaron Geiman, an agriscience teacher at North Carroll High School, received the Outstanding Agricultural Education Teacher Award presented by the National Association of Agricultural Educators.

The Carroll County Public Schools Academy of Finance at Westminster High School was one of three schools in the nation to meet the requirements for the National Academy Foundation's NAFTrack Certified Hiring credentialing initiative.

Joseph Linthicum, agriscience teacher and FFA Advisor at Francis Scott Key High School, received an Honorary American FFA Degree for his exceptional support of agricultural education and FFA.

Sykesville Middle School received an award for its outstanding achievement compared to other schools in the nation that participated in the FBI's Safe Online Surfing (SOS) program.

Liberty High School's Drama Program was selected as a winner for the 2016 American High School Theatre Festival.

***SUPERINTENDENT'S PROPOSED
OPERATING BUDGET***

*FOR THE FISCAL YEAR ENDING
JUNE 30, 2016*

*BOARD OF EDUCATION OF CARROLL COUNTY
Westminster, Maryland*

*James L. Doolan
President*

*Jennifer A. Seidel
Vice-President*

Virginia R. Harrison

Bob E. Lord

Devon M. Rothschild

*Richard Weaver
County Commissioner
Ex-Officio Member*

*Matthew B. Saxton
Student Representative*

*Stephen H. Guthrie
Superintendent of Schools*

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Carroll County Public Schools

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Stephen H. Guthrie
Superintendent

To the Carroll County Community:

The following pages contain the Approved Fiscal Year 2016 Operating Budget for Carroll County Public Schools. The school system's operating budget for FY 2016 totals \$329.8 million which represents an \$847,667 increase, or 0.26%, over FY 2015. Non-restricted revenues increased by \$560,326, or 0.18%, over FY 2015, and restricted revenues increased by \$287,341, or 1.6%, over FY 2015.

Unfortunately, our student population continues to decline, and this trend is expected to continue for the next several years. Our funding from the State is tied to student enrollment. Accordingly, state non-restricted revenue is down by \$2.7 million, or 2.0%, from FY 2015.

Even though our student enrollment continues to decline, our inflationary costs continue to rise. Expenditures for items such as medical insurance, workers compensation, retiree health insurance, and student transportation continue to increase.


I thank the Commissioners for developing a budget that provides additional funding beyond what was allocated in their five-year plan and hope to work with them to increase our ongoing revenue in future years. Ongoing county revenue increased by \$7.5 million, or 4.63%, over FY 2015.

The operating budget fully funds our negotiated agreements which include a 2.5% Cost of Living Allowance (COLA) for all employees. Additionally, the budget includes \$2.0 million of CCPS fund balance to be used to pay for the negotiated 1.0% one-time bonus for employees in FY 2016.

Even with the increase in county revenue, the following reductions were necessary to balance the operating budget: elimination of 50 full time equivalent teaching positions in alignment with established ratios, and reorganization of the High School Student Services Program which eliminated a net of 6 full time equivalent positions.

My hope is that this budget is the starting point in a discussion on education that takes a long-term approach to funding rather than year-to-year. Thank you to those who followed and supported our school system through the budget process. Despite budgetary setbacks, our goal and mission remain unchanged; we exist to provide educational opportunities for students that are designed to enrich their lives so that they may contribute to the success of our society.

Sincerely,



Stephen H. Guthrie
Superintendent of Schools

INTRODUCTION

The Superintendent's Proposed 2015-16 Budget is presented in five sections:

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

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

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

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

Section V provides data pertinent to the Capital Improvement Program for Fiscal Years 2016-2021



Section I

Summary Tables

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

CORE STATEMENT

Carroll County Public Schools: Building the Future

CORE VALUES

The Board of Education establishes the following core values:

- The Pursuit of Excellence
- Life-long Learning and Success
- A Safe and Orderly Learning Environment
- Community Participation
- Fairness, Honesty, and Respect
- Continuous Improvement

CORE BELIEFS

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

The greater Carroll County community:

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

All central office staff:

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

CORE BELIEFS – continued

All school staff:

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

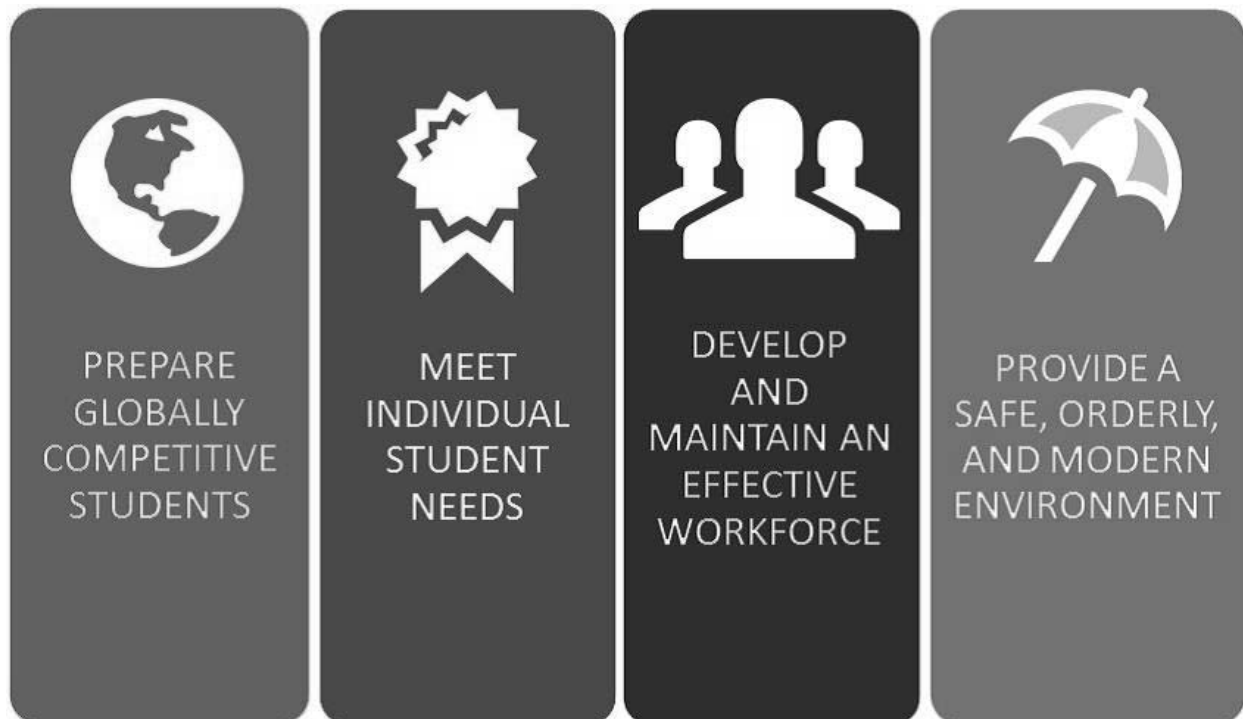
All students:

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

VISION 2018

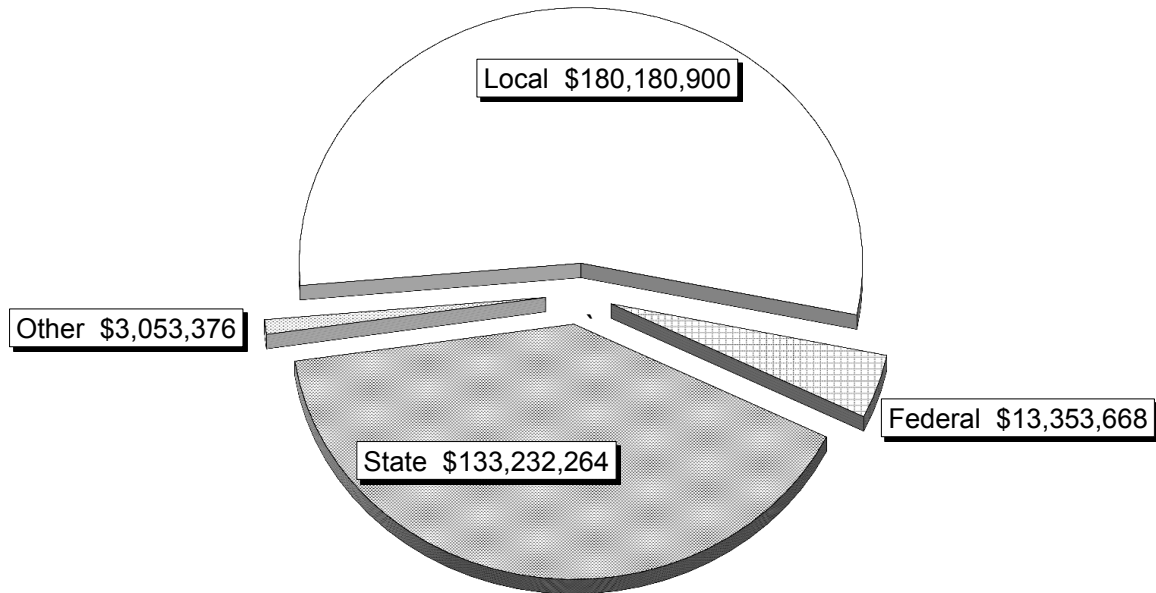
Based on community input, in 2012-2013 the Board of Education revised its governing documents to abandon its vision and mission statement in favor of a Core Statement, Core Values, and Core Beliefs to support their Goals Statements. At the same time that the Core Statement was revised, a student logo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

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



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

**Combined Non-Restricted and Restricted Revenue
2015-2016 Approved Operating Budget**

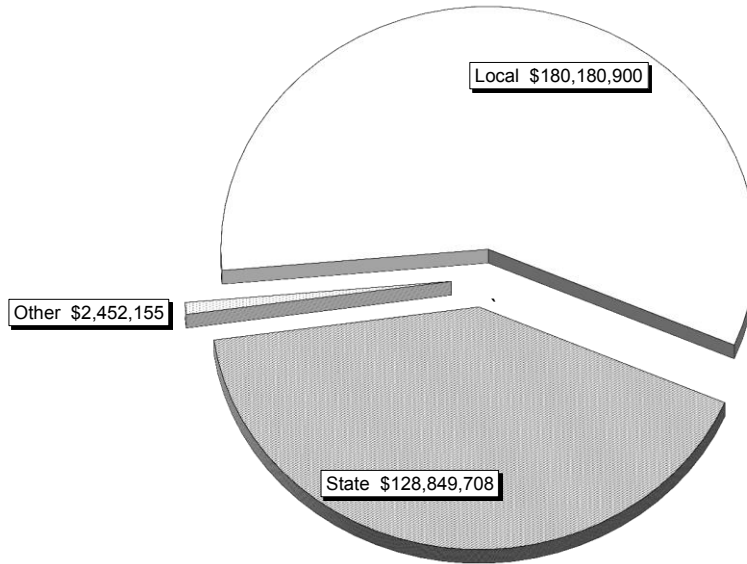


Total Combined Revenue = \$329,820,208

	Approved Budget 2014-15	% of Total	Approved Budget 2015-16	% of Total	(Decrease) Increase Over Previous Year	% Increase (Decrease)
Local Revenue ¹	\$ 178,120,398	54.2%	\$ 180,180,900	54.7%	\$ 2,060,502	1.16%
State Revenue	134,708,571	40.9%	133,232,264	40.4%	(1,476,307)	(1.10%)
Federal Revenue	13,122,859	4.0%	13,353,668	4.0%	230,809	1.76%
Other Revenue	3,020,713	0.9%	3,053,376	0.9%	32,663	1.08%
Total Operating Budget	\$ 328,972,541	100.0%	\$ 329,820,208	100.0%	\$ 847,667	0.26%

¹ Includes: In-Kind Revenue for usage of County owned buildings and property [2013-14: \$1,978,900; 2014-15: \$1,978,900]; Amount to fund State pass-back of pension costs to local school systems [Phase 3, 2014-15, \$5,736,837; Phase 4, 2015-16, \$6,701,824]; and One-time funds from fund balance [2014-15: \$5,104,498; 2015-16: \$2,000,000]

Non-Restricted Revenue
2015-2016 Approved Operating Budget

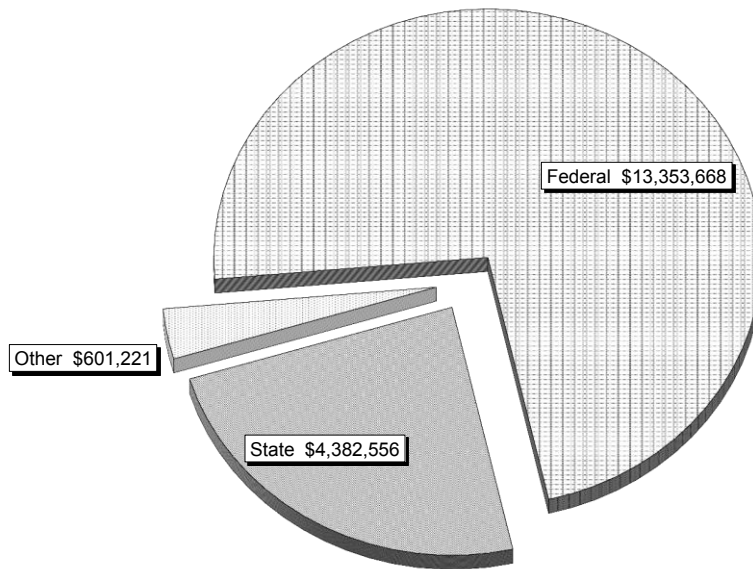


Total Non-Restricted Revenue = \$311,482,763

NON-RESTRICTED REVENUE SOURCES	Approved Budget 2014-15	% of Total	Approved Budget 2015-16	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
I. Local Revenue						
Current Expense Request ¹	\$ 171,037,000	55.1%	\$ 176,202,000	56.6%	\$ 5,165,000	3.02%
In-Kind for Usage of County Owned Property	1,978,900	0.6%	1,978,900	0.6%	-	0.00%
Prior Year Unexpended Fund Balance	5,104,498	1.6%	2,000,000	0.6%	(3,104,498)	0.00%
Total Non-Restricted Local Revenue	178,120,398	57.3%	180,180,900	57.8%	2,060,502	1.16%
II. State Revenue						
Foundation Program	98,354,719	31.7%	96,408,376	30.9%	(1,946,343)	(1.98%)
Student Transportation	9,467,914	3.0%	9,657,686	3.1%	189,772	2.00%
Special Education Formula	7,476,993	2.4%	7,327,896	2.4%	(149,097)	(1.99%)
Compensatory Education	14,224,610	4.6%	14,568,362	4.7%	343,752	2.42%
Limited English Proficient	712,078	0.2%	858,690	0.3%	146,612	20.59%
Out of County Living Arrangements	28,698	0.0%	28,698	0.0%	-	0.00%
Total Non-Restricted State Revenue	130,265,012	41.9%	128,849,708	41.4%	(1,415,304)	(1.09%)
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	2,537,027	0.8%	2,452,155	0.8%	(84,872)	(3.35%)
TOTAL NON-RESTRICTED REVENUE	\$ 310,922,437	100.0%	\$ 311,482,763	100.0%	\$ 560,326	0.18%

¹ Includes amount to fund State pass-back of pension costs to local school systems [Phase 3, 2014-15, \$5,736,837; Phase 4, 2015-16, \$6,701,824]

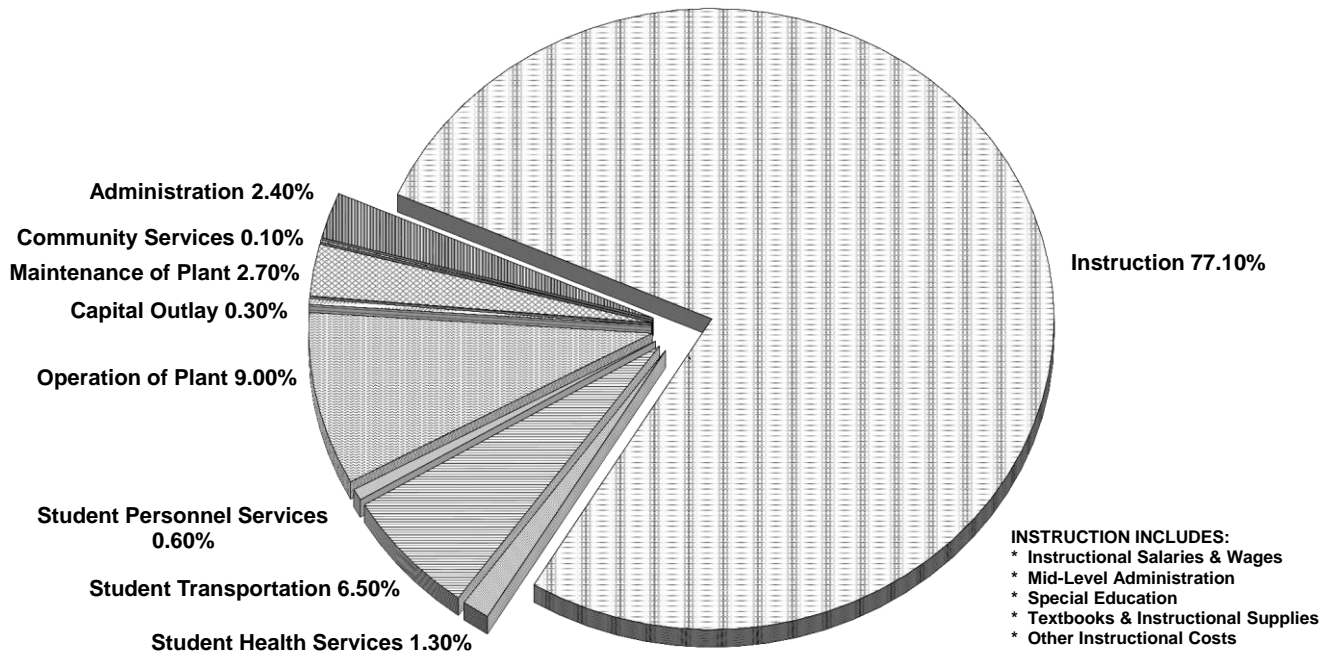
**Restricted Revenue
2015-2016 Approved Operating Budget**



Total Restricted Revenue = \$18,337,445

RESTRICTED REVENUE SOURCES	Approved Budget 2014-15	% of Total	Approved Budget 2015-16	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
II. State Revenue						
Aging Schools	\$ 330,096	1.8%	\$ 137,261	0.7%	\$ (192,835)	(58.42%)
Handicapped Non-Public Placement	3,000,000	16.6%	3,000,000	16.3%	-	0.00%
Infants and Toddlers Program	215,506	1.2%	250,430	1.4%	34,924	16.21%
Judith P. Hoyer Center	322,000	1.8%	399,070	2.2%	77,070	23.93%
Other State Restricted Revenue	475,957	2.6%	445,795	2.4%	(30,162)	(6.34%)
Fiscal Year 2015 Carry Forward of Revenues	100,000	0.6%	150,000	0.8%	50,000	50.00%
Total Restricted State Revenue	4,443,559	24.6%	4,382,556	23.9%	(61,003)	(1.37%)
III. Federal Revenue						
NCLBA Title I, Part A: Targeted Assistance	2,267,562	12.6%	2,274,161	12.4%	6,599	0.29%
NCLBA Title II, Part A: Improving Teacher Quality	676,188	3.7%	561,302	3.1%	(114,886)	(16.99%)
IDEA Special Education Programs	5,717,784	31.6%	5,657,282	30.8%	(60,502)	(1.06%)
Medicaid	1,112,995	6.2%	1,190,615	6.5%	77,620	6.97%
Perkins Vocational & Technical Education Act	211,418	1.2%	211,368	1.2%	(50)	(0.02%)
Other Federal Revenue	886,912	4.9%	1,208,940	6.6%	322,028	36.31%
Fiscal Year 2014 Carry Forward of Revenues	2,250,000	12.5%	2,250,000	12.3%	-	0.00%
Total Restricted Federal Revenue	13,122,859	72.7%	13,353,668	72.8%	230,809	1.76%
IV. Other Restricted Revenue (Non-Governmental Grants, Donations, Fees, etc.)						
Total Other Restricted Revenues	483,686	2.7%	601,221	3.3%	117,535	24.30%
TOTAL RESTRICTED REVENUE	\$ 18,050,104	100.0%	\$ 18,337,445	100.0%	\$ 287,341	1.59%

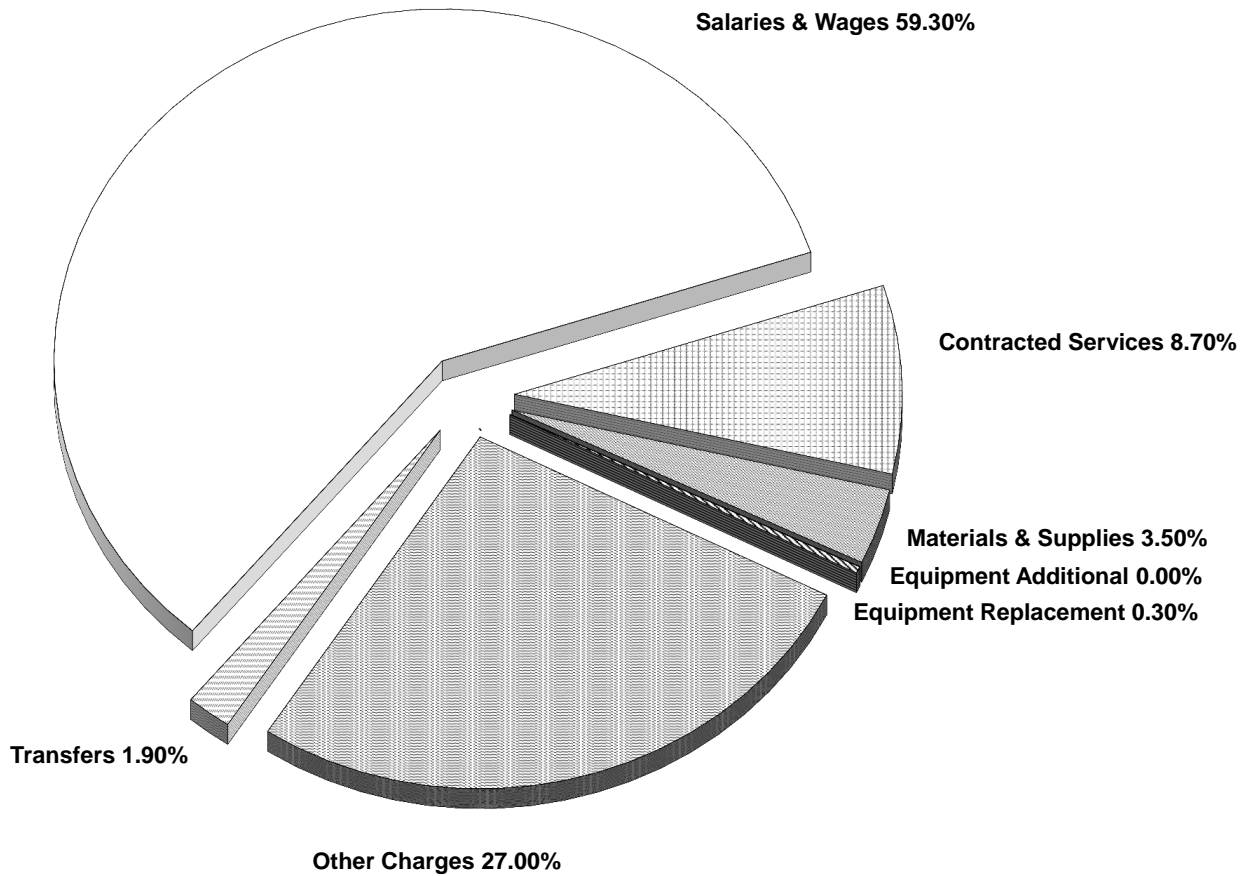
**Distribution by Category of Non-Restricted and Restricted Expenditures
2015-2016 Approved Operating Budget**



Total Operating Budget = \$329,820,208

Category (with allocated fixed charges)	Approved Budget 2014-15	% of Total	Approved Budget 2015-16	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
Instruction						
Instructional Salaries & Wages	\$ 165,145,347	50.2%	\$ 166,416,939	50.5%	\$ 1,271,592	0.77%
Mid-Level Administration	29,832,592	9.1%	28,998,670	8.8%	(833,922)	(2.80%)
Special Education	47,113,040	14.3%	48,063,646	14.6%	950,606	2.02%
Textbooks & Instructional Supplies	7,714,203	2.3%	7,966,785	2.4%	252,582	3.27%
Other Instructional Costs	<u>2,849,590</u>	<u>0.9%</u>	<u>2,670,975</u>	<u>0.8%</u>	<u>(178,615)</u>	<u>(6.27%)</u>
Total Instruction	252,654,772	76.8%	254,117,015	77.1%	1,462,243	0.58%
Administration	7,959,528	2.4%	7,940,920	2.4%	(18,608)	(0.23%)
Student Personnel Services	2,169,226	0.7%	1,970,841	0.6%	(198,385)	(9.15%)
Student Health Services	4,478,855	1.4%	4,330,200	1.3%	(148,655)	(3.32%)
Student Transportation	21,176,074	6.4%	21,506,137	6.5%	330,063	1.56%
Operation of Plant	30,365,558	9.2%	29,769,662	9.0%	(595,896)	(1.96%)
Maintenance of Plant	8,880,903	2.7%	8,915,370	2.7%	34,467	0.39%
Food Services	72,374	0.0%	22,688	0.0%	(49,686)	-
Community Services	336,734	0.1%	330,000	0.1%	(6,734)	(2.00%)
Capital Outlay	878,517	0.3%	917,375	0.3%	38,858	4.42%
Total Operating Budget	\$ 328,972,541	100.0%	\$ 329,820,208	100.0%	\$ 847,667	0.26%

**Distribution by Object of Non-Restricted and Restricted Expenditures
2015-2016 Approved Operating Budget**



Total Operating Budget = \$329,820,208

Object	Approved Budget 2014-15	% of Total	Approved Budget 2015-16	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
01 Salaries & Wages	\$ 194,839,239	59.3%	\$ 192,953,491	58.6%	\$ (1,885,748)	(0.97%)
02 Contracted Services	28,181,298	8.6%	28,800,722	8.7%	619,424	2.20%
03 Materials & Supplies	11,417,733	3.5%	11,647,490	3.5%	229,757	2.01%
04 Other Charges	87,193,683	26.5%	89,134,619	27.0%	1,940,936	2.23%
05 Equipment Additional	153,600	0.0%	127,028	0.0%	(26,572)	(17.30%)
06 Equipment Replacement	795,714	0.2%	840,250	0.3%	44,536	5.60%
09 Transfers	6,391,274	1.9%	6,316,608	1.9%	(74,666)	(1.17%)
Total Operating Budget	\$ 328,972,541	100.0%	\$ 329,820,208	100.0%	\$ 847,667	0.26%

Board of Education Request

Fiscal Year	Revenue Request	Dollar Increase	Percentage Increase
FY16	\$169,500,000		
FY17	\$177,975,000	\$8,475,000	5%
FY18	\$186,873,750	\$8,898,750	5%
FY19	\$196,217,438	\$9,343,688	5%
FY20	\$206,028,309	\$9,810,871	5%
FY21	\$216,329,725	\$10,301,416	5%

SUMMARY OF APPROPRIATIONS BY CATEGORY (Table 1)

Category	Unrestricted Funds Approved Budget 2014-15	Unrestricted Funds Approved Budget 2015-16	(Decrease) Increase Over Prior Year Budget	Restricted Funds Approved Budget 2014-15	Restricted Funds Approved Budget 2015-16	(Decrease) Increase Over Prior Year Budget	Total Approved Budget 2015-16
Administration	4,921,093	4,903,836	(17,257)	310,751	297,323	(13,428)	5,201,159
Instructional Salaries & Wages	116,214,497	113,322,781	(2,891,716)	3,209,331	3,370,202	160,871	116,692,983
Student Personnel Services	1,715,283	1,592,532	(122,751)	5,000	7,000	2,000	1,599,532
Student Health Services	3,392,591	3,348,226	(44,365)	83,000	91,124	8,124	3,439,350
Student Transportation	20,618,610	21,044,090	425,480	133,100	130,500	(2,600)	21,174,590
Operation of Plant	24,945,790	24,289,016	(656,774)	55,000	35,400	(19,600)	24,324,416
Maintenance of Plant	6,886,589	7,040,256	153,667	365,096	172,261	(192,835)	7,212,517
Fixed Charges	71,213,700	73,667,892	2,454,192	2,799,206	2,964,269	165,063	76,632,161
Food Services	72,374	22,688	(49,686)	0	0	0	22,688
Community Services	300,000	300,000	0	36,230	30,000	(6,230)	330,000
Capital Outlay	690,428	686,311	(4,117)	0	0	0	686,311
Mid-Level Administration	22,814,557	22,602,797	(211,760)	476,129	509,782	33,653	23,112,579
Special Education	28,138,746	29,783,898	1,645,152	9,011,647	8,970,264	(41,383)	38,754,162
Textbooks & Instructional Supplies	6,999,575	6,996,783	(2,792)	714,628	970,002	255,374	7,966,785
Other Instructional Costs	1,998,604	1,881,657	(116,947)	850,986	789,318	(61,668)	2,670,975
TOTAL	310,922,437	311,482,763	560,326	18,050,104	18,337,445	287,341	329,820,208

BUDGET SUMMARY

Unrestricted / Restricted	Approved FY 2014-15	Approved FY 2015-16	(Decrease) Increase Over Prior Year	Percent Change Over Prior Year
Unrestricted Funds	310,922,437	311,482,763	560,326	0.18%
Restricted Funds	18,050,104	18,337,445	287,341	1.59%
Total Funds	328,972,541	329,820,208	847,667	0.26%

FY 2016 Costs Previously Funded With Grants

	Existing / Locally "Picked-Up"			
	<u>FTE</u>	<u>Salary</u>		<u>Total Cost</u>
Administration of PSATs to all 10th grade students which was previously funded by the Maryland State Department of Education from its Race to the Top funding	0.00	\$	-	\$ 30,604



Section II

Budget Information by Category

Administration

Category 01

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

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

Unrestricted Fund Summary	Actual 13-14	Approved 14-15	Approved 15-16	Approved Increase/ (Decrease)	% Change
01 Administration					
1 Salaries	\$4,300,823	\$4,264,545	\$4,217,310	(\$47,235)	-1.11%
2 Contracted Services	\$438,256	\$515,392	\$537,796	\$22,404	4.35%
3 Supplies/Materials	\$66,434	\$82,352	\$94,407	\$12,055	14.64%
4 Other Charges	\$196,632	\$229,555	\$228,455	(\$1,100)	-0.48%
6 Land, Bldg, Equip Replacement	\$5,618	\$0	\$0	\$0	0.00%
9 Transfers	(\$157,487)	(\$170,751)	(\$174,132)	(\$3,381)	1.98%
	\$4,850,276	\$4,921,093	\$4,903,836	(\$17,257)	-0.35%
Restricted Fund Summary					
01 Administration					
1 Salaries	\$347	\$0	\$0	\$0	0.00%
2 Contracted Services	\$41,694	\$0	\$0	\$0	0.00%
3 Supplies/Materials	\$472	\$0	\$0	\$0	0.00%
4 Other Charges	\$20,878	\$140,000	\$140,000	\$0	0.00%
9 Transfers	\$157,487	\$170,751	\$157,323	(\$13,428)	-7.86%
	\$220,878	\$310,751	\$297,323	(\$13,428)	-4.32%

Category 01 - Administration Changes - FY 2016

Non-Restricted Budget Changes

1. Reduction of funds necessary for prior year negotiated bonus	\$	(139,531)
2. Eliminate funding for 1.0 FTE Cabinet Secretary position		(65,000)
3. Funds for legal fees transferred to Special Education category to better align with actual and anticipated expenditures		(10,000)
4. Increase in indirect cost generated from restricted funds		(3,381)
5. Reduction in funds for advertising and other contracted services		(1,200)
6. Decrease in other charges, primarily professional development		(1,100)
7. Increase in audit fees		3,000
8. Increase in overtime funds for Human Resources		3,345
9. Increase in vacation payout and other salary & wage changes		4,000
10. Increase in hourly funds for Human Resources & Payroll		6,100
11. Increase in supplies & materials related to new badging requirements for security initiative		12,055
12. Increase to fund administration of PSAT to all 10th graders (previously grant funded; funded via transfer from category 17)		30,604
13. Increase to fund negotiated agreement - 1.0% Bonus		41,222
14. Increase to fund negotiated agreement - 2.5% COLA		<u>102,629</u>
Total Non-Restricted Decrease - Category 01 - Administration		(17,257)
Restricted Budget Net Decrease - Category 01 - Administration		<u>(13,428)</u>
TOTAL DECREASE - Category 01 - Administration	\$	(30,685)

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
ADMINISTRATION				
Positions				
1. Exempt	27.60	27.60	27.60	26.60
2. Non-Exempt	27.00	26.00	26.50	27.50
Total Positions	<u>54.60</u>	<u>53.60</u>	<u>54.10</u>	<u>54.10</u>
1 Salaries and Wages				
Regular Classified	\$1,275,463	\$1,300,423	\$1,401,045	\$1,336,045
Temporary Classified	47,042	45,200	51,300	51,300
Overtime Classified	8,324	13,555	16,900	16,900
Longevity Classified	69,261	69,946	68,888	68,888
Classified Educational Add-Ons	200	200	200	200
Regular Professional	2,678,239	2,590,905	2,603,355	2,603,355
Temporary Professional	2,475	2,500	2,500	2,500
Professional Add-Ons	11,925	11,925	13,500	13,500
Longevity Professional	10,960	10,960	0	0
Substitute Employees	35,274	54,200	53,200	53,200
Board Members' Allowance	33,980	33,980	33,980	33,980
Insurance Opt-Out	1,220	1,220	1,220	1,220
Vacation Payoff	126,460	30,000	35,000	35,000
Bonus	0	139,531	41,222	41,222
Hiring Turnover (F.T.E.)	0	(40,000)	(40,000)	(40,000)
Object Total	<u>4,300,823</u>	<u>4,264,545</u>	<u>4,282,310</u>	<u>4,217,310</u>
2 Contracted Services				
Maintenance & Repair of Equipment	3,240	1,900	0	0
Printing & Binding	23,108	26,100	26,300	26,300
Advertising	4,006	8,000	7,500	7,500
Rental of Business Machines	124,626	128,392	128,392	128,392
Consultants	8,050	17,800	18,800	18,800
Legal Fees	116,445	160,000	150,000	150,000
Auditing Fees	83,000	82,000	85,000	85,000
Test Scoring	2,340	3,200	3,200	33,804
Other Contracted Services	73,441	88,000	88,000	88,000
Object Total	<u>438,256</u>	<u>515,392</u>	<u>507,192</u>	<u>537,796</u>
3 Supplies and Materials				
Office Supplies	35,583	47,382	58,737	58,737
Books & Periodicals	3,121	3,620	4,220	4,220
Food	3,294	3,800	3,900	3,900
General Supplies	0	2,000	2,000	2,000
Computer Equipment < \$5,000	22,454	25,000	25,000	25,000
Other Supplies & Materials	1,982	550	550	550
Object Total	<u>66,434</u>	<u>82,352</u>	<u>94,407</u>	<u>94,407</u>

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
ADMINISTRATION - continued				
4 Other Charges				
Local Mileage Reimbursement	13,969	17,450	17,250	17,250
License Fees	16,245	70,000	70,000	70,000
Postage	34,732	35,150	35,150	35,150
Recruiting Costs	8,940	10,000	10,000	10,000
Dues and Subscriptions	48,597	50,655	50,505	50,505
Board Members' Expense	4,346	5,600	5,600	5,600
Retirement and Recognition	18,362	15,800	15,800	15,800
Conferences & Trainings	22,309	24,300	23,350	23,350
Admissions/Entrance Fees	880	600	800	800
Miscellaneous - Other Charges	28,252	0	0	0
Object Total	<u>196,632</u>	<u>229,555</u>	<u>228,455</u>	<u>228,455</u>
6 Equipment Replacement				
Data Processing Equip.	5,618	0	0	0
Object Total	<u>5,618</u>	<u>0</u>	<u>0</u>	<u>0</u>
9 Transfers				
Indirect Costs	(157,487)	(170,751)	(174,132)	(174,132)
Object Total	<u>(157,487)</u>	<u>(170,751)</u>	<u>(174,132)</u>	<u>(174,132)</u>
TOTAL ADMINISTRATION	\$4,850,276	\$4,921,093	\$4,938,232	\$4,903,836

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
ADMINISTRATION				
1 Salaries and Wages				
Substitute Employees	\$347	\$0	\$0	\$0
2 Contracted Services				
Advertising	12,378	0	0	0
Test Scoring	29,316	0	0	0
Object Total	<u>41,694</u>	<u>0</u>	<u>0</u>	<u>0</u>
3 Supplies and Materials				
Other Supplies & Materials	472	0	0	0
Object Total	<u>472</u>	<u>0</u>	<u>0</u>	<u>0</u>
4 Other Charges				
Recruiting Costs	20,878	0	0	0
Miscellaneous - Other Charges	0	140,000	140,000	140,000
Object Total	<u>20,878</u>	<u>140,000</u>	<u>140,000</u>	<u>140,000</u>
9 Transfers				
Indirect Costs	157,487	170,751	174,132	157,323
Object Total	<u>157,487</u>	<u>170,751</u>	<u>174,132</u>	<u>157,323</u>
TOTAL ADMINISTRATION	\$220,878	\$310,751	\$314,132	\$297,323

ADMINISTRATION

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

SALARIES AND WAGES	<u>FULL-TIME EQUIVALENT</u>	<u>APPROVED BUDGET</u>
Existing Professional Positions - Exempt		
Members of the Superintendent's Cabinet		
Superintendent of Schools	1.00	
Assistant Superintendent - Administration	1.00	
Chief Financial Officer	1.00	
Chief Information Officer	1.00	
Director - Human Resources	1.00	
Supervisor - Community & Media Relations	<u>1.00</u>	
	6.00	
Other Professional Personnel		
Executive Assistant to Superintendent & Board	1.00	
Grants Analyst	0.60	
Supervisor - Budget & Grants	1.00	
Supervisor - Finance	1.00	
Supervisor - Purchasing	1.00	
Payroll Officer	1.00	
Senior Accountant	1.00	
School Training & Support Accountant	1.00	
Accountants	2.00	
Buyers - Purchasing	2.00	
Budget Analyst	1.00	
Lead Auditor	1.00	
Supervisor - Human Resources	1.00	
Supervisor - Information Services	1.00	
Supervisor - Information Technology	1.00	
Benefits Administrator	1.00	
Human Resources Specialist	2.00	
Human Resources Generalist	<u>1.00</u>	
	20.60	
Total Existing Professional Positions - Exempt	26.60	2,603,355
Existing Classified Positions - Non-Exempt		
Cabinet Secretary	0.50	
Associate Buyer	1.00	
Internal Audit Associate	1.00	
Accounting Associate	1.00	
Payroll Associate	3.00	
Director's Secretary	2.00	
Secretary III - 12 Month	1.00	
Clerk Accountant III - 12 Month	2.00	
Human Resources Associate II	1.00	
Human Resources Associate - Benefits	1.00	
Human Resources Associate - Risk Management	<u>1.00</u>	
Sub-Total	14.50	

ADMINISTRATION

**APPROVED
BUDGET**

SALARIES AND WAGES

Existing Classified Positions - Non-Exempt - continued

Human Resources Associate - Substitute Administrator	1.00
Program Manager - Community & Media Relations	1.00
Software Development Engineer	8.00
Machine Operator II - 12 Month	1.00
Clerk II - 12 Month	<u>2.00</u>
Sub-Total	13.00

Total Existing Classified Positions 27.50 1,336,045

Total Existing Positions - Professional & Classified 54.10 3,939,400

Temporary Classified

Wages paid to non-exempt employees to perform tasks during peak periods on a short term basis. 51,300

Temporary Professional

Wages paid to exempt employees to perform tasks during peak periods on a short term basis. 2,500

Overtime Classified

Wages paid to non-exempt employees for overtime hours worked 16,900

Longevity Classified

To comply with the longevity provision in the Master Agreement between the Board of Education and non-exempt employees. 68,888

Classified Educational Add-Ons

Educational Add-Ons for non-exempt employees 200

Professional Add-Ons

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

Substitutes

To supply substitutes for teachers for professional development days and training sessions. 53,200

Vacation Payoff

35,000

Insurance Opt-Out

Reimbursement to employees who elect to opt-out of the Board Insurance Program. 1,220

Employee Bonus

41,222

ADMINISTRATION

	APPROVED BUDGET
SALARIES AND WAGES - continued	
Board Members Allowance	
Public School Laws § 3-303 Compensation and Expenses	33,980
(i) The Chairman of the County Board is entitled to receive \$7,500. annually, and the other four members are entitled to receive \$26,000. annually in total compensation. New rates as recorded in the Annotated Code. \$480 is budgeted for the Student Representative.	
Hiring Turnover (F.T.E)	<u>(40,000)</u>
TOTAL SALARIES AND WAGES	4,217,310
CONTRACTED SERVICES	
Printing & Binding	
Announcements, letters, Informational Calendars and costs associated with requests for Public Information.	26,300
Advertising	
Advertisements for bids and positions	7,500
Rental of Business Machines	
Rental of Central Office copier machines	128,392
Consultants	
Includes consultant assistance for energy procurement, utility bids, investment planning, Public Information concerns and MABE BoardDocs (online meetings).	18,800
Legal Services	150,000
Public School Laws § 4-104 Counsel ...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	85,000
Public School Laws § 5-108 Annual Audit ...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	33,804
Other Contracted Services	
Includes funds for stenographic services for appeals that require a hearing officer and court reporter, background checks for employees/volunteers and other contracting for administrative issues with Technology Services.	<u>88,000</u>
TOTAL CONTRACTED SERVICES	537,796

ADMINISTRATION

**APPROVED
BUDGET**

SUPPLIES AND MATERIALS

Office Supplies

Stationery, paper, payroll checks/advices, subfinder/computer upgrades, administrative forms, photo ID badges and other office supplies 58,737

Books and Periodicals

To purchase books or periodicals for professional libraries, including cost for updates to annotated codes. 4,220

Food

Purchase of food and payments to restaurants for meals furnished. 3,900

General Supplies

2,000

Computer Equipment < \$5,000

Technology Services 25,000

Other Supplies & Materials

Planning and evaluation (testing) materials 550

TOTAL SUPPLIES AND MATERIALS

94,407

OTHER CHARGES

Local Mileage Reimbursement

Reimbursement for personnel carrying out assigned duties and funding for Board members. 17,250

License Fees

Subfinder and application system within Human Resources. 70,000

Postage

Postage for departments within Central Office 35,150

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. 50,505

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. 5,600

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. 15,800

ADMINISTRATION

	APPROVED <u>BUDGET</u>
OTHER CHARGES - continued	
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.	23,350
Admissions/Entrance Fees	800
Miscellaneous - Other Charges	
To account for Various Grant Carryovers (#800 series)	Restricted <u>140,000</u>
TOTAL OTHER CHARGES	368,455
TRANSFERS	
Indirect Costs	<u>-16,809</u>
TOTAL TRANSFERS	-16,809
TOTAL ADMINISTRATION	\$5,201,159

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 | guidance counselors |
| teaching assistants | psychologists |
| reading specialists | substitute teachers |
| media specialists | media assistants |
| classroom technical support staff | coaches |

Unrestricted Fund Summary	Actual 13-14	Approved 14-15	Approved 15-16	Approved Increase/ (Decrease)	% Change
02 Instructional Salaries/Wages					
1 Salaries	\$117,961,260	\$116,214,497	\$113,322,781	(\$2,891,716)	-2.49%
Restricted Fund Summary					
02 Instructional Salaries/Wages					
1 Salaries	\$2,773,879	\$3,209,331	\$3,370,202	\$160,871	5.01%

Category 02 - Instructional Salaries and Wages Changes - FY 2016

Non-Restricted Budget Changes

1. Reduction of funds necessary for prior year negotiated bonus	\$	(3,210,548)
2. Elimination of 50.0 FTE teaching positions (maintain established teaching ratios)		(2,500,000)
3. Increase in anticipated turnover savings due to teacher retirement incentive		(811,616)
4. Decrease in funds after reorganization of high school student services programs (net reduction of 6.0 FTE)		(401,225)
5. Reductions of net salaries and hourly wages in reorganization of Judy Center program (net increase of 3.0 FTE)		(146,966)
6. Reduction in funds for hourly staff		(58,349)
7. Elimination of funding for vacant 1.0 FTE Outdoor School position		(45,000)
8. Elimination of funding for vacant 0.5 FTE instructional assistant Outdoor School position		(15,000)
9. Other salary & wage changes		2,546
10. Increase in funds for substitutes tied to FY15 substitute rate increase		109,400
11. Increase to fund negotiated agreement - 1.0% Bonus		1,120,970
12. Increase to fund negotiated agreement - 2.5% COLA		<u>3,064,072</u>
Total Non-Restricted Decrease - Category 02 - Instructional Salaries and Wages		(2,891,716)

Restricted Budget Net Increase - Category 02 - Instructional Salaries and Wages 160,871

Includes two new Judy Center Expansion Grants (additional 4.0 FTE)

TOTAL DECREASE - Category 02 - Instructional Salaries and Wages **\$ (2,730,845)**

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
INSTRUCTIONAL SALARIES AND WAGES				
Positions				
1. Exempt	1,804.53	1,792.93	1,794.03	1,739.03
2. Non-Exempt	198.80	198.80	198.80	202.30
Total Positions	<u>2,003.33</u>	<u>1,991.73</u>	<u>1,992.83</u>	<u>1,941.33</u>
1 Salaries and Wages				
Classroom Assistants	\$4,079,243	\$3,980,101	\$4,004,915	\$4,040,915
Clerks & Secretaries	603,320	580,658	576,358	576,358
Temporary Classified	774,599	660,993	652,484	741,099
Classified Educational Add-Ons	62,413	61,101	64,083	64,083
Substitute Employees	2,426,410	2,605,063	2,714,463	2,714,463
Regular Educational	105,390,957	101,131,170	104,290,422	100,518,173
Temporary Educational	1,512,606	2,096,779	2,046,939	1,779,766
Educational Add-Ons	734,657	672,160	643,362	643,362
Outdoor School Add-Ons	0	34,580	34,580	34,580
Athletic Coaches	897,688	900,000	900,000	900,000
Other Extra Curricular Pay	275,125	294,284	294,284	294,284
Intramural Coaches	26,582	17,510	17,510	17,510
Team Leaders	564,486	564,903	561,523	561,523
Department Chairman	206,500	207,000	219,096	219,096
Student Service Coordinators	60,579	56,876	52,304	52,304
Summer Work - Educational	285,607	284,435	284,330	284,330
Insurance Opt-Out	55,362	56,336	49,965	49,965
Vacation Payoff	5,126	0	0	0
Employee Bonus	0	3,210,548	1,120,970	1,120,970
Hiring Turnover (F.T.E.)	0	(1,200,000)	(1,290,000)	(1,290,000)
INSTRUCTIONAL SALARIES AND WAGES	<u>\$117,961,260</u>	<u>\$116,214,497</u>	<u>\$117,237,588</u>	<u>\$113,322,781</u>

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
INSTRUCTIONAL SALARIES AND WAGES				
Positions				
1. Exempt	23.60	28.10	27.30	31.30
2. Non-Exempt	0.00	3.50	3.30	3.30
Total Positions	<u>23.60</u>	<u>31.60</u>	<u>30.60</u>	<u>34.60</u>
1 Salaries and Wages				
Classroom Assistants	\$63,095	\$49,158	\$83,394	\$83,394
Temporary Classified	10,447	6,571	4,700	4,700
Classified Educational Add-Ons	545	302	690	690
Regular Educational	1,161,296	1,130,104	1,381,826	1,381,826
Temporary Educational	1,101,828	1,700,226	1,353,321	1,535,622
Educational Add-Ons	199,579	150,000	150,000	150,000
Substitute Employees	<u>237,089</u>	<u>172,970</u>	<u>213,970</u>	<u>213,970</u>
TOTAL INSTRUCTIONAL SALARIES AND WAGES	\$2,773,879	\$3,209,331	\$3,187,901	\$3,370,202

INSTRUCTIONAL SALARIES AND WAGES

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

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

SALARIES AND WAGES		APPROVED
Existing Positions	Full-Time	<u>BUDGET</u>
	Equivalent	
Classified Positions - Non-Exempt		
Classroom Assistants - Unrestricted		
Instructional Assistants	144.30	
Pre-Kindergarten Assistants	6.50	
Paraprofessional	23.00	
Pre-Kindergarten Paraprofessional	2.50	
Pride Instructional Assistant	<u>1.00</u>	
Total Classroom Assistants - Unrestricted	177.30	4,040,915
Classroom Assistants - Restricted		
Title I Parent Liaison	<u>3.30</u>	
Total Classroom Assistants - Restricted	3.30	83,394
Clerks and Secretaries - Unrestricted		
Secretary III (12 Month)	1.00	
Media Clerk (10 Month)	<u>22.00</u>	
Total Clerks and Secretaries - Unrestricted	23.00	<u>576,358</u>
Total Existing Classified Positions - Restricted & Unrestricted	203.60	4,700,667
Temporary Classified		
Salaries to classified employees for services rendered on an intermittent or short-term basis.		
a. NCLBA Title I - A: Targeted Assistance (#020)	Restricted	2,000
b. Judith P. Hoyer Early Learning Center (#036)	Restricted	<u>2,700</u>
Sub-Total Restricted		4,700
c. Director of High Schools	Unrestricted	4,280
d. Director of Middle Schools	Unrestricted	50,700
e. Director of Elementary Schools	Unrestricted	209,800
f. Student Body Activities	Unrestricted	12,036
g. System - wide	Unrestricted	357,293
h. Pre-Kindergarten (#056)	Unrestricted	6,390
i. HS Facilitator of Student Support (#122)	Unrestricted	100,000
j. Summer School: Middle (#223)	Unrestricted	500
k. Multicultural Curriculum Development (#345)	Unrestricted	<u>100</u>
Sub-Total Unrestricted		741,099
Total Temporary Classified - Restricted & Unrestricted		745,799

INSTRUCTIONAL SALARIES AND WAGES

**APPROVED
BUDGET**

SALARIES AND WAGES - continued

Substitute Teachers

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

a. NCLBA Title I - A: Targeted Assistance (#020)	Restricted	28,000
b. Title I 1003(a) Focus Grant (#041)	Restricted	2,000
c. NCLBA Title II - A: Teacher Quality (#062)	Restricted	152,000
d. NCLB Title III-A: English Language Acquisition - LEP (#128)	Restricted	7,500
e. MD Model for School Readiness (State) (#212)	Restricted	13,500
f. Maryland STEM Grant (#245)	Restricted	10,000
g. Fine Arts Initiative (#305)	Restricted	<u>970</u>
Sub-Total Restricted		213,970

h. Schools - All Levels	Unrestricted	2,461,500
i. Community & Media Relations	Unrestricted	1,890
j. Assistant Superintendent - Instruction	Unrestricted	3,271
k. Director of High Schools	Unrestricted	9,000
l. Director of Middle Schools	Unrestricted	16,959
m. Director of Elementary Schools	Unrestricted	14,700
n. Student Body Activities	Unrestricted	12,000
o. Student Personnel Services	Unrestricted	13,000
p. Curriculum	Unrestricted	71,672
q. Staff Development	Unrestricted	35,000
r. Outdoor School (#016)	Unrestricted	4,320
s. Serve America Sub-Grant (#024)	Unrestricted	2,040
t. Perkins Title I-C: Program Improvement (#029)	Unrestricted	5,200
u. Pre-Kindergarten (#056)	Unrestricted	1,000
v. CCSGA (Student Government) / Student Leadership	Unrestricted	6,600
w. High School Dropout Prevention (#122)	Unrestricted	811
x. Early Success (#171)	Unrestricted	35,000
y. Multicultural Curriculum Development (#345)	Unrestricted	19,500
z. Career Technology Education - Match (#429)	Unrestricted	<u>1,000</u>
Sub-Total Unrestricted		2,714,463

Total Substitute Teachers - Restricted & Unrestricted

2,928,433

INSTRUCTIONAL SALARIES AND WAGES

**APPROVED
BUDGET**

SALARIES AND WAGES - continued

Regular Educational Positions- Unrestricted

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

<u>Positions</u>	<u>Full-Time Equivalent</u>
Academic Facilitator	8.00
Academy of Finance	0.50
Adapted Physical Education	1.00
Agriscience	7.17
Air Conditioning / Refrigeration	1.00
Allied Health Careers	4.00
Alternative Placement Opportunity	1.00
Alternative Program Intervention Specialist	4.00
Art	52.94
Auto Service Technician	1.00
Behavior Support Specialist - Elementary/Middle	5.00
Biology	26.34
Bio-Medical Science	2.00
Building Maintenance	0.60
Business Education	15.33
Career Research & Development Teacher	1.00
Carpentry	1.00
Chemistry	26.01
Choral - High School	6.33
Collision Repair	1.00
Computer Technology	1.00
Cooperative Individual Work Experience / Career Connections	5.17
Cosmetology	4.00
Criminal Justice Teacher	2.00
Culinary Arts	2.00
Dance	2.80
Drafting	1.00
Drama	4.18
Early Childhood Education	1.50
Early Childhood Teacher	0.00
Earth Science	18.84
Electrical Occupations	1.00
Elementary - Math Resource Teacher	2.00
Elementary - Grades 1-5	429.58
Engineering	2.00
English	103.97
English Intervention Teacher	1.00
English as a Second Language (ESOL) Resource Teacher	16.00
Extended Enrichment Elementary Program (EEEP) Teacher	<u>14.00</u>
Sub-Total	<u>777.26</u>

INSTRUCTIONAL SALARIES AND WAGES

**APPROVED
BUDGET**

SALARIES AND WAGES - continued

Regular Educational Positions - continued

Family / Consumer Sciences	26.83
French	4.56
General Music - Elementary/Middle	37.30
General Science	19.33
General Social Studies	114.61
German	3.83
Health Education	44.22
Health Professions	1.00
Heavy Equipment & Truck Technology	1.00
High School Facilitator of Student Support	8.00
High School Reading Specialist	7.83
History	2.40
Instrumental Music	30.17
Integrated Language Arts (ILA) Specialist	24.00
Intervention Therapist	2.00
JROTC NCO Instructor	2.00
JROTC Sr Instructor	2.00
Judy Center Community Specialist	2.00
Judy Center Learning Community Teacher	2.00
Kindergarten	94.00
Latin	1.00
Life Science	20.83
Machine Technology	1.00
Masonry	1.00
Mathematics	131.68
Math Intervention Teacher	1.00
Math Resource - Elementary	10.00
Math Resource - Secondary	0.00
Media Specialist + 4 Days	42.20
Mentor Teacher - Elementary	1.20
Mentor Teacher - Secondary	0.50
Outdoor School	4.00
Physical Education	82.15
Physics	15.82
Pre-Kindergarten	9.50
PRIDE Program Teacher	2.00
PRIDE Teacher - Elementary	1.00
Print Production	1.00
Project Lead The Way	2.00
Psychology	2.17
Reading	25.60
Reading Resource	8.00
School Psychologist - 10 Month	13.40
School Psychologist - 12 Month	2.00
School Psychologist - Best Program	<u>1.00</u>
Sub-Total	809.13

INSTRUCTIONAL SALARIES AND WAGES

**APPROVED
BUDGET**

SALARIES AND WAGES - continued

Regular Educational Positions - continued

School Counselor - 11 Month	33.60	
School Counselor - School Year + 2 Weeks	41.50	
Sign Language	1.67	
Sociology	0.00	
Spanish	29.41	
Staff Development Facilitator	0.00	
Technical Support & Networking	1.00	
Technology Education	29.46	
Textiles & Fashion Design	1.00	
Transportation Mechanic Instructor	1.00	
Video Production Teacher	1.00	
Welding Technology	1.00	
Pending Instructional Placements	<u>14.00</u>	
Sub-Total	154.64	
Total Regular Educational Positions - Unrestricted	1,741.03	100,518,173
Regular Educational Positions - Restricted		
Judy Center Community Specialist	2.00	
Judy Center Learning Community Teacher	2.00	
Math Resource - Elementary	1.20	
Mentor Teacher - Secondary	1.00	
Mentor Teacher - Social Studies	0.30	
School Psychologist	1.00	
Title I Resource Teacher	20.50	
Title I Student Achievement Specialist	0.00	
Title I Teacher Specialist	0.00	
Pending Instructional Placements	<u>3.30</u>	
Total Regular Educational Positions - Restricted	31.30	<u>1,381,826</u>
Total Regular Educational Positions - Unrestricted & Restricted	1,772.33	101,899,999

INSTRUCTIONAL SALARIES AND WAGES

**APPROVED
BUDGET**

SALARIES AND WAGES - continued

Temporary Educational

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

a. NCLBA Title I - Part A: Targeted Assistance (#020)	Restricted	219,000
b. Judy Center Expansion - Elmer Wolfe (#023)	Restricted	106,924
c. Perkins Title I-C: Program Improvement (#029)	Restricted	18,400
d. Judith P. Hoyer Early Learning Center (#036)	Restricted	96,453
e. Title I 1003(a) Focus Grant (#041)	Restricted	47,100
f. Title I 1003(a) Approaching Target Grant (#044)	Restricted	14,500
g. Carroll County General Hospital Education Program (#060)	Restricted	27,429
h. NCLBA Title II-A: Teacher Quality (#062)	Restricted	113,213
i. Judy Center Expansion - Cranberry Station (#063)	Restricted	106,924
j. NCLBA Title III - A: English Language Acquisition - Immigrant (#127)	Restricted	4,890
k. NCLBA Title III - A: English Language Acquisition - LEP (#128)	Restricted	1,650
l. Career Tech Education (CTE) Reserve Fund Project (#129)	Restricted	7,200
m. Summer School - High School (#221)	Restricted	5,000
n. Quality Teacher Incentive / National Accreditation Stipend (#243)	Restricted	75,000
o. Maryland STEM Grant (#245)	Restricted	3,315
p. Parents As Teachers (PAT) - Judy Center (#336)	Restricted	78,624
q. Various Grants Carryover (#800)	Restricted	500,000
r. New Grants (#805)	Restricted	<u>110,000</u>
Sub-Total Restricted		1,535,622

s. Assistant Superintendent - Instruction	Unrestricted	600
t. Director of High Schools	Unrestricted	23,500
u. Director of Middle Schools	Unrestricted	25,898
v. Director of Elementary Schools	Unrestricted	12,300
w. Home School Teachers	Unrestricted	11,832
x. Student Services - Psychometric Testing	Unrestricted	9,180
y. Curriculum - Gifted & Talented	Unrestricted	26,000
z. Student Services - Instructional Staff/Curriculum Development	Unrestricted	13,580
aa. Staff Development	Unrestricted	39,080
bb. Research and Accountability	Unrestricted	4,550
cc. Curriculum - Staff Development	Unrestricted	43,982
dd. Serve America Sub-Grant (#024)	Unrestricted	2,040
ee. Perkins Title I-C: Program Improvement (#029)	Unrestricted	16,500
ff. Summer School: High (#033)	Unrestricted	23,625
gg. Evening High School (#038)	Unrestricted	71,800
hh. Pre-Kindergarten (#056)	Unrestricted	10,832
ii. Advancing Early Literacy (#061)	Unrestricted	123,937
jj. Student Support Center (#081)	Unrestricted	111,562
kk. Home & Hospital Teaching (#113)	Unrestricted	154,000
ll. Middle School Reading and Mathematics Intervention (#119)	Unrestricted	407,645
mm. HS Facilitator of Student Support (#122)	Unrestricted	48,000
nn. Distance Learning (#136)	Unrestricted	43,711
oo. PBIS (#137)	Unrestricted	6,000
pp. Early Success (#171)	Unrestricted	5,100
qq. Summer School: High School (#221)	Unrestricted	5,000
rr. Summer School: Middle (#223)	Unrestricted	15,100
ss. Interpretation and Translation Services (#237)	Unrestricted	90,000
tt. Limited English Proficient (#238)	Unrestricted	133,399
uu. Local Intervention Initiatives - High Schools (#323)	Unrestricted	59,612
vv. Local Intervention Initiatives - Middle Schools (#324)	Unrestricted	61,165
ww. Local Intervention Initiatives - Elementary Schools (#325)	Unrestricted	127,241
xx. Multicultural Curriculum Development (#345)	Unrestricted	17,595
yy. Transitions Project (#361)	Unrestricted	25,400
zz. Career Technology Education - Match (#429)	Unrestricted	<u>10,000</u>
Sub-Total Unrestricted		1,779,766

Total Temporary Educational - Restricted & Unrestricted

3,315,388

INSTRUCTIONAL SALARIES AND WAGES

**APPROVED
BUDGET**

SALARIES AND WAGES - continued

The following activities require coaching positions and intramural directors which serve our eight high schools and provided programs for 5,876 student-athletes during the 2014-2015 school year.

Baseball	Field Hockey	Softball	
Basketball	Football	Tennis	
Cheerleading	Golf	Track & Field	
Cross-Country	Indoor track	Volleyball	900,000
Corollary Bowling	Intramural Athletics	Wrestling	
Corollary Corn toss	Lacrosse		
Corollary Indoor Bocce	Soccer		

Other Extra-Curricular Pay

To support other extra-curricular needs. 294,284

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. 284,330

Educational Add-Ons

Educational Staff with Masters +30 or Doctorate	Restricted	150,000	
	Unrestricted	677,942	
Classified Staff with Business College Degrees	Restricted	690	
	Unrestricted	<u>64,083</u>	892,715

Team Leaders/Department Chairmen

Elementary and Middle School Team Leaders	561,523	
High School Department Chairman	219,096	
School Improvement Team Chairmen/Student Service Coordinator	<u>52,304</u>	832,923

Insurance Opt-Out

Reimbursements to employees who elect to opt-out of the Board insurance program. 49,965

Employee Bonus

1,120,970

Hiring Turnover (F.T.E.)

Amount reflects anticipated turnover of teaching positions. (1,290,000)

TOTAL INSTRUCTIONAL SALARIES AND WAGES

\$116,692,983

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 13-14	Approved 14-15	Approved 15-16	Approved Increase/ (Decrease)	% Change
03 Student Personnel Services					
1 Salaries	\$1,489,775	\$1,606,688	\$1,493,937	(\$112,751)	-7.02%
2 Contracted Services	\$56,290	\$81,060	\$71,060	(\$10,000)	-12.34%
3 Supplies/Materials	\$16,280	\$21,010	\$21,010	\$0	0.00%
4 Other Charges	\$6,914	\$6,525	\$6,525	\$0	0.00%
6 Land, Bldg, Equip Replacement	\$54,033	\$0	\$0	\$0	0.00%
	\$1,623,292	\$1,715,283	\$1,592,532	(\$122,751)	-7.16%
Restricted Fund Summary					
03 Student Personnel Services					
4 Other Charges	\$0	\$5,000	\$7,000	\$2,000	40.00%
	\$0	\$5,000	\$7,000	\$2,000	0.00%

Category 03 - Student Personnel Services
Changes - FY 2016

Non-Restricted Budget Changes

1. Changes in salaries, due mostly to hiring turnover	\$ (99,634)
2. Reduction of funds necessary for prior year negotiated bonus	(65,526)
3. Reduction in other contracted services	(10,000)
4. Increase to fund negotiated agreement - 1.0% Bonus	14,470
5. Increase to fund negotiated agreement - 2.5% COLA	<u>37,939</u>

Total Non-Restricted Decrease - Category 03 - Student Personnel Services **(122,751)**

Restricted Budget Net Increase - Category 03 - Student Personnel Services **2,000**

TOTAL DECREASE - Category 03 - Student Personnel Services **\$ (120,751)**

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
STUDENT PERSONNEL SERVICES				
Positions				
1. Exempt	14.00	14.00	14.00	14.00
2. Non-Exempt	5.00	5.00	4.00	4.00
Total Positions	<u>19.00</u>	<u>19.00</u>	<u>18.00</u>	<u>18.00</u>
1 Salaries and Wages				
Regular Classified	\$190,536	\$188,908	\$157,397	\$167,397
Temporary Classified	1,455	6,003	6,003	6,003
Overtime Classified	258	1,500	1,500	1,500
Longevity Classified	7,749	8,266	8,472	8,472
Regular Professional	1,272,218	1,320,371	1,279,981	1,279,981
Temporary Professional	2,860	10,000	10,000	10,000
Vacation Payoff	13,586	5,000	5,000	5,000
Employee Bonus	0	65,526	14,470	14,470
Insurance Opt-Out	1,113	1,114	1,114	1,114
Object Total	<u>1,489,775</u>	<u>1,606,688</u>	<u>1,483,937</u>	<u>1,493,937</u>
2 Contracted Services				
Printing & Binding	11,105	14,060	14,060	14,060
Rental of Business Machines	110	2,000	2,000	2,000
Other Contracted Services	45,075	65,000	55,000	55,000
Object Total	<u>56,290</u>	<u>81,060</u>	<u>71,060</u>	<u>71,060</u>
3 Supplies and Materials				
Office Supplies	11,712	12,000	12,000	12,000
Books & Periodicals	114	510	510	510
Food	116	0	0	0
General Supplies	2,105	3,500	3,500	3,500
Computer Equipment < \$5,000	2,231	5,000	5,000	5,000
Other Supplies & Materials	2	0	0	0
Object Total	<u>16,280</u>	<u>21,010</u>	<u>21,010</u>	<u>21,010</u>
4 Other Charges				
Local Mileage Reimbursement	1,947	2,300	2,300	2,300
Dues	805	1,325	1,325	1,325
Subscriptions	113	250	250	250
Conferences & Trainings	4,049	2,650	2,650	2,650
Object Total	<u>6,914</u>	<u>6,525</u>	<u>6,525</u>	<u>6,525</u>
6 Equipment Replacement				
Motor Vehicles	54,033	0	0	0
Object Total	<u>54,033</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL STUDENT PERSONNEL SERVICES	\$1,623,292	\$1,715,283	\$1,582,532	\$1,592,532

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
STUDENT PERSONNEL SERVICES				
4 Other Charges				
Conferences & Trainings	\$0	\$0	\$2,000	\$2,000
Miscellaneous - Other Charges	0	5,000	5,000	5,000
Object Total	<u>0</u>	<u>5,000</u>	<u>7,000</u>	<u>7,000</u>
TOTAL STUDENT PERSONNEL SERVICES	\$0	\$5,000	\$7,000	\$7,000

STUDENT PERSONNEL SERVICES

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

SALARIES AND WAGES	Full-Time Equivalent	APPROVED BUDGET
Existing Positions		
Professional Positions - Non-Restricted		
Director - Student Services	1.00	
Supervisor - Student Services & Special Programs	1.00	
Pupil Personnel Workers	10.00	
School Social Workers	<u>2.00</u>	
Total Existing Professional Positions	14.00	1,279,981
Classified Positions - Non-Restricted		
Director's Secretary	1.00	
Secretary III - 12 Month	<u>3.00</u>	
Total Existing Classified Positions	4.00	<u>167,397</u>
Total Existing Positions - Professional and Classified	18.00	1,447,378
Other Salaries and Wages		
Temporary Classified		6,003
Overtime Classified		1,500
Longevity Classified		8,472
Temporary Professional		10,000
Vacation Payoff		5,000
Employee Bonus		14,470
Insurance Opt-Out		<u>1,114</u>
TOTAL SALARIES AND WAGES		1,493,937

STUDENT PERSONNEL SERVICES

**APPROVED
BUDGET**

CONTRACTED SERVICES

Printing and Binding

Funds used for special work done by local printers, including student/parent handbooks, psychological referral forms, pamphlets and brochures, student materials to highlight Character Education and other informational materials for Student Services.

14,060

Rental of Business Machines

2,000

Other Contracted Services

To contract for suicide and self-injury program with Youth Service Bureau.

To contract for violence assessment program with Youth Service Bureau.

55,000

TOTAL CONTRACTED SERVICES

71,060

SUPPLIES AND MATERIALS

Office Supplies

Stationery, forms, supplies for the copiers and student records.

12,000

Books and Periodicals

Funds for professional library.

510

General Supplies

Purchase of supplies and materials in order to support student services needs and implementation of programs and concepts (Character Education).

3,500

Computer Equipment < \$5,000

5,000

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.

1,325

Subscriptions

Limited subscriptions to professional magazines.

250

Conferences & Trainings

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

NCLBA Title I - Part A: Targeted Assistance (#020)

Restricted 2,000

Unrestricted 2,650

4,650

Miscellaneous: Other Charges

Grant Carryover (Project #805 - New Grants)

Restricted

5,000

TOTAL OTHER CHARGES

13,525

TOTAL STUDENT PERSONNEL SERVICES

\$1,599,532

Student Health Services

Category 04

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

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

Unrestricted Fund Summary					
	Actual 13-14	Approved 14-15	Approved 15-16	Approved Increase/ (Decrease)	% Change
04 Student Health Services					
1 Salaries	\$3,079,353	\$3,163,768	\$3,121,803	(\$41,965)	-1.33%
2 Contracted Services	\$60,043	\$110,669	\$110,669	\$0	0.00%
3 Supplies/Materials	\$55,908	\$108,392	\$105,992	(\$2,400)	-2.21%
4 Other Charges	\$9,877	\$9,762	\$9,762	\$0	0.00%
	\$3,205,181	\$3,392,591	\$3,348,226	(\$44,365)	-1.31%
Restricted Fund Summary					
04 Student Health Services					
1 Salaries	\$7,412	\$8,000	\$15,280	\$7,280	91.00%
2 Contracted Services	\$866	\$0	\$100	\$100	0.00%
4 Other Charges	\$743	\$75,000	\$75,744	\$744	0.99%
	\$9,021	\$83,000	\$91,124	\$8,124	9.79%

Category 04 - Student Health Services
Changes - FY 2016

Non-Restricted Budget Changes

1. Reduction of funds necessary for prior year negotiated bonus	\$ (110,019)
2. Reduction in health room supplies	(2,400)
3. Changes in salaries, due mostly to hiring turnover	10,000
4. Increase to fund negotiated agreement - 2.5% COLA	27,752
5. Increase to fund negotiated agreement - 1.0% Bonus	<u>30,302</u>

Total Non-Restricted Decrease - Category 04 - Student Health Services **(44,365)**

Restricted Budget Net Increase - Category 04 - Student Health Services **8,124**

TOTAL DECREASE - Category 04 - Student Health Services **\$ (36,241)**

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
STUDENT HEALTH SERVICES				
Positions				
1. Exempt	48.60	48.60	48.60	48.60
2. Non-Exempt	5.60	5.60	5.60	5.60
Total Positions	<u>54.20</u>	<u>54.20</u>	<u>54.20</u>	<u>54.20</u>
1 Salaries and Wages				
Regular Classified	\$190,460	\$185,815	\$190,462	\$190,462
Temporary Classified	2,257	12,519	12,519	12,519
Substitute Nurses	12,031	15,000	15,000	15,000
Regular Professional	2,846,899	2,809,240	2,831,072	2,841,072
Temporary Professional	10,550	21,745	23,745	23,745
Professional Educational Add-Ons	5,394	5,589	6,083	6,083
Vacation Payoff	8,684	0	0	0
Employee Bonus	0	110,019	30,302	30,302
Insurance Opt-Out	3,078	3,841	2,620	2,620
Object Total	<u>3,079,353</u>	<u>3,163,768</u>	<u>3,111,803</u>	<u>3,121,803</u>
2 Contracted Services				
Printing & Binding	246	730	730	730
Rental of Business Machines	540	0	0	0
Consultants	0	189	189	189
Other Contracted Services	59,257	109,750	109,750	109,750
Object Total	<u>60,043</u>	<u>110,669</u>	<u>110,669</u>	<u>110,669</u>
3 Supplies and Materials				
Office Supplies	691	2,100	2,100	2,100
Books & Periodicals	87	4,076	3,976	3,976
Health Room Supplies	54,138	101,341	98,916	98,916
Food	790	875	1,000	1,000
Other Supplies & Materials	202	0	0	0
Object Total	<u>55,908</u>	<u>108,392</u>	<u>105,992</u>	<u>105,992</u>
4 Other Charges				
Local Mileage Reimbursement	5,311	6,000	6,000	6,000
License Fees	1,814	0	0	0
Dues	100	100	100	100
Subscriptions	697	712	712	712
Conferences & Trainings	1,955	2,950	2,950	2,950
Object Total	<u>9,877</u>	<u>9,762</u>	<u>9,762</u>	<u>9,762</u>
TOTAL STUDENT HEALTH SERVICES	<u>\$3,205,181</u>	<u>\$3,392,591</u>	<u>\$3,338,226</u>	<u>\$3,348,226</u>

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
STUDENT HEALTH SERVICES				
1 Salaries and Wages				
Temporary Classified	\$3,181	\$0	\$3,180	\$3,180
Temporary Professional	4,231	8,000	12,100	12,100
Object Total	<u>7,412</u>	<u>8,000</u>	<u>15,280</u>	<u>15,280</u>
2 Contracted Services				
Medical & Dental Fees	791	0	0	0
Other Contracted Services	75	0	100	100
Object Total	<u>866</u>	<u>0</u>	<u>100</u>	<u>100</u>
4 Other Charges				
Local Mileage Reimbursement	743	0	744	744
Miscellaneous-Other Charges	0	75,000	75,000	75,000
Object Total	<u>743</u>	<u>75,000</u>	<u>75,744</u>	<u>75,744</u>
TOTAL STUDENT HEALTH SERVICES	\$9,021	\$83,000	\$91,124	\$91,124

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	Full-Time Equivalent	APPROVED BUDGET
Existing Positions		
Professional Positions		
Supervisor - Health Services	1.00	
Registered Nurses	43.10	
Registered Nurse - Floaters	<u>4.50</u>	
Total Professional Positions	48.60	2,841,072
Classified Positions		
Licensed Practical Nurses	<u>5.60</u>	
Total Classified Positions	5.60	<u>190,462</u>
Total Positions - Professional and Classified	54.20	3,031,534
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>12,519</u>
		15,699
Substitute Nurses		
Wages paid to substitutes while the R.N.'s and L.P.N.'s are at training classes or are out sick.		
		15,000
Temporary Professional		
Wages paid on an hourly basis to exempt employees (R.N.'s) to provide assistance due to absences, field trips, and students needing private duty coverage.		
a. NCLBA Title I-A: Targeted Assistance (#020)	Restricted	9,000
b. Title I 1003(a) Approaching Target Grant (#044)	Restricted	3,100
c. System wide	Unrestricted	21,745
d. Extended School Year Services for Disabled Students (#101).	Unrestricted	<u>2,000</u>
		35,845
Professional Educational Add-Ons		
a. Outdoor School (#016)	Unrestricted	6,083
Employee Bonus		
		30,302
Insurance Opt-Out		
Reimbursement to employees, who choose to opt-out of the health insurance program, per negotiated agreements.		
		<u>2,620</u>
TOTAL SALARIES AND WAGES		3,137,083

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

Consultants

To provide presenters for nursing workshops. 189

Other Contracted Services

- | | | | | |
|----|--|--------------|--------------|--|
| a. | Flu-Mist Administration (#109) | Restricted | 100 | |
| b. | To contract for statewide staffing services (nursing agency) and hearing/vision screening with Carroll County Health Department. | Unrestricted | 93,000 | |
| c. | To contract regarding services for Automated External Defibrillators. | Unrestricted | 12,750 | |
| d. | Extended School Year Services for Disabled Students (#101). | Unrestricted | <u>4,000</u> | |

109,850

TOTAL CONTRACTED SERVICES

110,769

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. 2,100

Books and Periodicals

Purchase of books including Physician Desk Reference and textbooks for Health Suites. Additionally, purchase of articles for student health issues. 3,976

Health Room Supplies

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

- | | | | | |
|----|--|--|-----------|--------|
| a. | System wide | | 63,161 | |
| b. | AED (Automated External Defibrillators) (#009) | | 31,790 | |
| c. | Outdoor School (#016) | | 1,515 | |
| d. | Career & Technology (#029) | | 1,000 | |
| e. | Extended School Year Services for Disabled Students (#101) | | 1,400 | |
| f. | Summer School - Middle (#223) | | <u>50</u> | 98,916 |

Food

Food supplies used within Health Suites. 1,000

TOTAL SUPPLIES AND MATERIALS

105,992

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>6000</u> 6,744
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.			2,950
Miscellaneous - Other Charges			
a.	New/Carryover Grants (Project #800 series)	Restricted	<u>75,000</u>
TOTAL OTHER CHARGES			85,506
 TOTAL STUDENT HEALTH SERVICES			 \$3,439,350

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 13-14	Approved 14-15	Approved 15-16	Approved Increase/ (Decrease)	% Change
05 Student Transportation					
1 Salaries	\$1,187,039	\$1,182,065	\$1,046,714	(\$135,351)	-11.45%
2 Contracted Services	\$18,790,672	\$19,164,525	\$19,753,023	\$588,498	3.07%
3 Supplies/Materials	\$9,607	\$13,500	\$14,700	\$1,200	8.89%
4 Other Charges	\$249,392	\$258,520	\$229,653	(\$28,867)	-11.17%
	\$20,236,710	\$20,618,610	\$21,044,090	\$425,480	2.06%
Restricted Fund Summary					
05 Student Transportation					
2 Contracted Services	\$40,862	\$133,100	\$130,500	(\$2,600)	-1.95%
3 Supplies/Materials	\$2,705	\$0	\$0	\$0	0.00%
4 Other Charges	\$273	\$0	\$0	\$0	0.00%
	\$43,840	\$133,100	\$130,500	(\$2,600)	-1.95%

Category 05 - Student Transportation Changes - FY 2016

Non-Restricted Budget Changes

1. Reduction of funds necessary due to anticipated diesel fuel market prices	\$	(400,000)
2. Elimination of four in-house special education routes		(195,032)
3. Reduction of funds necessary for prior year negotiated bonus		(30,909)
4. Decrease in fuel for county owned vehicles		(14,000)
5. Decrease in contracted services, primarily maintenance & repair of county owned vehicles		(2,127)
6. Increase in supplies & materials		1,200
7. Increase in hourly and overtime funds		5,500
8. Increase to fund negotiated agreement - 1.0% Bonus		10,738
9. Increase in parent reimbursements for student transportation		12,000
10. Increase in vehicle insurance		15,133
11. Increase to fund negotiated agreement - 2.5% COLA		27,152
12. Increase in homeless transportation requirements		50,000
13. Increase in bus contractor costs (maintenance, fuel, bus depreciation, driver/assistant wages)		362,690
14. Addition of seven contractor-provided special education routes		<u>583,135</u>
Total Non-Restricted Increase - Category 05 - Student Transportation		425,480

Restricted Budget Net Decrease - Category 05 - Student Transportation (2,600)

TOTAL INCREASE - Category 05 - Student Transportation **\$ 422,880**

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
STUDENT TRANSPORTATION				
Positions				
1. Exempt	5.00	5.00	7.00	7.00
2. Non-Exempt	16.00	16.00	14.00	7.00
Total Positions	21.00	21.00	21.00	14.00
1 Salaries and Wages				
Regular Classified	\$495,021	\$489,050	\$413,344	\$284,102
Temporary Classified	68,790	49,500	50,000	50,000
Overtime Classified	58,765	55,000	60,000	42,720
Longevity Classified	9,620	9,620	9,861	9,861
Regular Professional	539,651	545,456	648,072	648,072
Vacation Payoff	12,661	0	0	0
Employee Bonus	0	30,909	10,738	10,738
Insurance Opt-Out	2,531	2,530	2,531	1,221
Object Total	1,187,039	1,182,065	1,194,546	1,046,714
2 Contracted Services				
Maintenance & Repair of Equipment	29,070	40,000	35,000	35,000
Maintenance & Repair of Vehicles	70,097	80,000	80,000	64,000
Printing & Binding	1,809	2,000	2,000	2,000
Rental of Business Machines	2,004	2,500	2,500	2,500
Medical Examinations	2,734	1,500	1,500	1,500
Student Body Transportation	783,529	840,850	843,723	842,523
Bus Contractors	17,833,001	18,136,175	18,665,000	18,732,000
Parent Reimbursement	23,165	15,000	27,000	27,000
Bus Inspection	18,769	20,000	20,000	20,000
Vandalism Expenses-Buses	191	1,500	1,500	1,500
Other Contracted Services	26,303	25,000	25,000	25,000
Object Total	18,790,672	19,164,525	19,703,223	19,753,023

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
STUDENT TRANSPORTATION - continued				
3 Supplies and Materials				
Office Supplies	4,590	4,000	5,400	5,400
Books & Periodicals	384	700	500	500
Vehicle Repair Supplies	2,907	3,500	3,500	3,500
Food	572	300	300	300
Other Supplies & Materials	1,154	5,000	5,000	5,000
Object Total	<u>9,607</u>	<u>13,500</u>	<u>14,700</u>	<u>14,700</u>
4 Other Charges				
Local Mileage Reimbursement	185	500	500	500
Gasoline	62,245	69,000	55,000	25,000
Dues	526	1,200	1,200	1,200
Subscriptions	20	300	300	300
Conferences & Trainings	4,497	16,000	16,000	16,000
Vehicle Insurance	181,594	171,520	186,653	186,653
Admissions/Entrance Fees	325	0	0	0
Object Total	<u>249,392</u>	<u>258,520</u>	<u>259,653</u>	<u>229,653</u>
TOTAL STUDENT TRANSPORTATION	\$20,236,710	\$20,618,610	\$21,172,122	\$21,044,090

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
STUDENT TRANSPORTATION				
2 Contracted Services				
Student Body Transportation	\$40,862	\$62,100	\$60,500	\$60,500
Bus Contractors	0	70,000	70,000	70,000
Parent Reimbursement	<u>0</u>	<u>1,000</u>	<u>0</u>	<u>0</u>
Object Total	40,862	133,100	130,500	130,500
3 Supplies and Materials				
Other Supplies & Materials	<u>2,705</u>	<u>0</u>	<u>0</u>	<u>0</u>
Object Total	2,705	0	0	0
4 Other Charges				
Admissions/Entrance Fees	<u>273</u>	<u>0</u>	<u>0</u>	<u>0</u>
Object Total	273	0	0	0
TOTAL STUDENT TRANSPORTATION	\$43,840	\$133,100	\$130,500	\$130,500

STUDENT TRANSPORTATION

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

SALARIES AND WAGES	Full-Time Equivalent	APPROVED BUDGET
Existing Positions		
Regular Professional Positions		
Director - Transportation	1.00	
Supervisor - Transportation	1.00	
Area Supervisors - Transportation	3.00	
Transportation Analyst	<u>2.00</u>	
Total Professional Positions	7.00	284,102
Classified Positions		
Director's Secretary	1.00	
Lead School Vehicle Driver Instructor	2.00	
School Vehicle Driver Instructor	1.00	
Clerk II - 12 Month	1.00	
Bus Assistant	1.00	
Transportation Routing & Scheduling Associate	<u>1.00</u>	
Total Classified Positions	7.00	<u>648,072</u>
Total Professional and Classified Positions	14.00	932,174
Temporary Classified		
To cover cost of non-exempt employees in the summer.		50,000
Overtime Classified		42,720
Longevity Classified		
To comply with the longevity provision in the Master Agreement between non-exempt employees and the Board of Education		9,861
Employee Bonus		10,738
Insurance Opt-Out		
Reimbursement to employees who elect to opt-out of the Board of Education's insurance program.		<u>1,221</u>
TOTAL SALARIES AND WAGES		1,046,714

STUDENT TRANSPORTATION

CONTRACTED SERVICES	APPROVED BUDGET
Maintenance & Repair of Equipment	35,000
Maintenance & Repair of Vehicles	64,000
Printing and Binding Payments to outside printing companies to provide documents associated with the operations of Student Transportation.	2,000
Rental of Business Machines	2,500
Medical Examinations Funds for physical examinations, State mandated drug and alcohol testing of school bus drivers.	1,500
Rental of Motor Vehicles	
Unrestricted	
Funds to transport athletic teams and marching bands.	701,000
Funds to transport regarding fine arts activities.	76,564
Funds to transport for projects:	
a. Perkins Title I-C: Program Improvement (#029)	16,260
b. PRIDE - Elementary (#118)	6,000
c. High School Academic Competition (#147)	5,076
d. Multicultural Curriculum Development (#345)	1,000
e. Career Technology Education - Match (#429)	1,000
Funds to transport students on Instructional Field Trips.	<u>35,623</u>
Total Unrestricted	842,523
Restricted	
f. NCLBA Title I - Part A: Targeted Assistance (#020)	31,000
g. MD Stem Grant (#245)	4,500
h. New Grants (#805)	<u>25,000</u>
Total Restricted	60,500
Total Unrestricted & Restricted	903,023
Bus Contractors	
Payments to private carriers for transporting students to and from school, including regular route contracts and special education contracts. Additionally includes Various Grants Carryover (Restricted).	
Restricted	70,000
Unrestricted	<u>18,732,000</u>
Total Restricted & Unrestricted	18,802,000
Parent Reimbursement	
To reimburse parents for vehicle use to transport students to private and special schools.	27,000

STUDENT TRANSPORTATION

CONTRACTED SERVICES - continued	APPROVED <u>BUDGET</u>
Bus Inspection All school buses, Board-owned and contract, are inspected three times yearly. Outside personnel are employed for these inspections.	20,000
Vandalism Expenses - Buses Payments to repair bus damage pertaining to vandalism.	1,500
Other Contracted Services First Aid training, routing input for computer system, Accu-Weather, Regional Planning Council and Mapping services.	<u>25,000</u>
TOTAL CONTRACTED SERVICES	19,883,523
 SUPPLIES AND MATERIALS - Unrestricted	
Office Supplies Stationery, forms, paper.	5,400
Books and Periodicals Purchase of books and periodicals for professional staff.	500
Vehicle Repair Supplies Items used to make minor repairs to vehicles.	3,500
Food To provide for food expenses.	300
Other Supplies & Materials For cleaning and miscellaneous supplies used in connection with transportation.	<u>5,000</u>
TOTAL SUPPLIES AND MATERIALS	14,700

STUDENT TRANSPORTATION

OTHER CHARGES - Unrestricted	APPROVED BUDGET
Local Mileage Reimbursement To driver trainers in carrying out assigned duties.	500
Gasoline Gasoline, oil, and lubricants for Board of Education owned buses and staff vehicles	25,000
Dues & Subscriptions	1,500
Conferences & Trainings Costs of attending conferences, meetings, in-services, training and other professional development.	16,000
Vehicle Insurance Vehicular and liability insurance for school bus program and staff vehicles.	<u>186,653</u>
TOTAL OTHER CHARGES	229,653
TOTAL STUDENT TRANSPORTATION	\$21,174,590

STUDENT TRANSPORTATION

The State of Maryland provides aid for the basic costs of transporting pupils to public schools. Below is the itemized cost for contract transportation including special education routes and athletic costs for which local support is proposed. These expenses are already included in the detail presented.

BUS CONTRACTUAL SERVICE

I. Contracted to bus contractors based upon per vehicle allotment, mileage driver time and maintenance costs.			\$12,832,000
II. Excess time and mileage for Special Education transportation non-reimbursable from State of Maryland.			
	Restricted	70,000	
	Unrestricted	<u>5,900,000</u>	5,970,000
III Contracted Bus Service for Interscholastic, Co-Curricular and Instructional Field Trips.			
	Restricted	60,500	
	Unrestricted	<u>842,523</u>	<u>903,023</u>
TOTAL COST OF BUS CONTRACTUAL SERVICE			<u>\$19,705,023</u>

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 13-14	Approved 14-15	Approved 15-16	Approved Increase/ (Decrease)	% Change
06 Operation of Plant					
1 Salaries	\$11,384,415	\$11,618,399	\$11,562,811	(\$55,588)	-0.48%
2 Contracted Services	\$2,943,566	\$2,949,693	\$2,901,713	(\$47,980)	-1.63%
3 Supplies/Materials	\$994,213	\$1,337,610	\$1,347,680	\$10,070	0.75%
4 Other Charges	\$8,874,428	\$9,040,088	\$8,476,812	(\$563,276)	-6.23%
5 Land, Bldg, Equip Additional	\$152,009	\$0	\$0	\$0	0.00%
6 Land, Bldg, Equip Replacement	\$387,925	\$0	\$0	\$0	0.00%
	\$24,736,556	\$24,945,790	\$24,289,016	(\$656,774)	-2.63%
Restricted Fund Summary					
06 Operation of Plant					
1 Salaries	\$5,692	\$0	\$0	\$0	0.00%
2 Contracted Services	\$31,418	\$20,000	\$0	(\$20,000)	-100.00%
3 Supplies/Materials	\$23,040	\$0	\$0	\$0	0.00%
4 Other Charges	\$18,421	\$35,000	\$35,400	\$400	1.14%
	\$78,571	\$55,000	\$35,400	(\$19,600)	-35.64%

Category 06 - Operation of Plant
Changes - FY 2016

Non-Restricted Budget Changes

1. Reduction of funds necessary for prior year negotiated bonus	\$	(816,068)
2. Decrease in utilities due to improved efficiency and favorable market conditions		(612,311)
3. Decrease in contracted services, primarily maintenance & repair of equipment		(47,980)
4. Decrease in vacation payout		(10,000)
5. Increase in property & fire insurance		9,235
6. Increase in supplies & materials & other miscellaneous expenses		9,870
7. Increase in telecommunications costs due to phase-out of federal e-rate funds		40,000
8. Increase to fund negotiated agreement - 2.5% COLA		227,776
9. Increase to fund negotiated agreement - 1.0% Bonus		<u>542,704</u>

Total Non-Restricted Decrease - Category 06 - Operation of Plant **(656,774)**

Restricted Budget Net Decrease - Category 06 - Operation of Plant **(19,600)**

TOTAL DECREASE - Category 06 - Operation of Plant **\$ (676,374)**

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
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OPERATION OF PLANT

Positions

1. Exempt	12.00	11.00	6.50	6.50
2. Non-Exempt	269.60	272.60	276.10	276.10
Total Positions	281.60	283.60	282.60	282.60

1 Salaries and Wages

Regular Classified	\$9,605,541	\$9,557,800	\$9,993,842	\$9,993,842
Temporary Classified	369,226	412,700	412,700	412,700
Classified Educational Add-Ons	2,056	1,950	2,650	2,650
Overtime Classified	212,601	250,000	250,000	250,000
Longevity Classified	8,220	8,220	8,426	8,426
Vacation Pay-Off	200,416	170,000	160,000	160,000
Regular Professional	794,173	816,068	542,705	542,705
Professional Educational Add-Ons	55,584	54,720	52,860	52,860
Security Guards	131,178	130,000	130,000	130,000
Employee Bonus	0	311,521	104,208	104,208
Insurance Opt-Out	5,420	5,420	5,420	5,420
Hiring Turnover (F.T.E.)	0	(100,000)	(100,000)	(100,000)
Object Total	11,384,415	11,618,399	11,562,811	11,562,811

2 Contracted Services

Maintenance & Repair of Equipment	916,812	853,322	836,963	836,963
Printing & Binding	142	450	450	450
Rental of Business Machines	2,721	2,721	3,000	3,000
Audio Visual Repair	0	2,500	2,000	2,000
Asbestos Removal	17,817	20,000	16,000	16,000
Cleaning Services	217,940	258,300	258,300	258,300
Rental of Building & Office Space	1,401,728	1,532,400	1,510,000	1,510,000
Other Contracted Services	386,406	280,000	275,000	275,000
Object Total	2,943,566	2,949,693	2,901,713	2,901,713

3 Supplies and Materials

Office Supplies	12,517	29,750	30,600	30,600
Clothing & Footwear	22,779	36,000	36,000	36,000
Custodial Materials	536,327	560,200	560,350	560,350
Books and Periodicals	0	100	100	100
Equipment Maintenance & Repair Supplies	93,909	95,300	92,400	92,400
Real Prop Maint & Rep Supplies	10,907	3,100	3,100	3,100
Food	422	600	600	600
Computer Repair Supplies	0	5,000	5,000	5,000
General Supplies	99,225	115,000	115,000	115,000
Audio-Visual Repair Supplies	5,397	6,000	6,000	6,000
Computer Equipment < \$5,000	148,874	334,000	334,000	334,000
Sensitive Items - Non-I.T.	25,898	120,560	77,130	77,130
Other Supplies & Materials	37,958	32,000	87,400	87,400
Object Total	994,213	1,337,610	1,347,680	1,347,680

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
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OPERATION OF PLANT - continued

4 Other Charges				
Local Mileage Reimbursement	17,786	20,100	20,100	20,100
License Fees	287,150	50,000	50,000	50,000
Communications	204,100	144,000	184,000	184,000
Heating Fuels	1,037,800	1,106,900	1,106,900	1,106,900
Gasoline	384	0	0	0
Gas, Electricity and Steam	6,158,668	6,349,000	6,349,000	5,736,689
Dues	343	500	500	500
Subscriptions	0	50	50	50
Water and Sewage	767,012	892,900	892,900	892,900
Conferences & Trainings	681	12,350	12,150	12,150
Insurance - Property/Fire	395,660	411,988	421,223	421,223
Insurance - Self-Insurance (Property)	21,000	50,000	50,000	50,000
Miscellaneous - Other Charges	(16,156)	2,300	2,300	2,300
Object Total	8,874,428	9,040,088	9,089,123	8,476,812
5 Equipment Additional				
Data Processing Equipment	101,612	0	0	0
Portable Tools & Equipment	45,247	0	0	0
Classroom Furniture & Equipment	5,150	0	0	0
Object Total	152,009	0	0	0
6 Equipment Replacement				
Data Processing Equipment	362,469	0	0	0
Portable Tools & Equipment	15,400	0	0	0
Audio/Visual Equipment	10,056	0	0	0
Object Total	387,925	0	0	0
TOTAL OPERATION OF PLANT	\$24,736,556	\$24,945,790	\$24,901,327	\$24,289,016

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
OPERATION OF PLANT				
1 Salaries and Wages				
Overtime Classified	\$5,692	\$0	\$0	\$0
Object Total	<u>5,692</u>	<u>0</u>	<u>0</u>	<u>0</u>
2 Contracted Services				
Maintenance & Repair of Equipment	16,669	0	0	0
Other Contracted Services	14,749	20,000	0	0
Object Total	<u>31,418</u>	<u>20,000</u>	<u>0</u>	<u>0</u>
3 Supplies and Materials				
General Supplies	16,638	0	0	0
Other Supplies & Materials	6,402	0	0	0
Object Total	<u>23,040</u>	<u>0</u>	<u>0</u>	<u>0</u>
4 Other Charges				
Communications	315	0	400	400
Miscellaneous - Other Charges	18,106	35,000	35,000	35,000
Object Total	<u>18,421</u>	<u>35,000</u>	<u>35,400</u>	<u>35,400</u>
TOTAL OPERATION OF PLANT	\$78,571	\$55,000	\$35,400	\$35,400

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	Equivalent	
Supervisor - Operations & Maintenance	0.50	
Assistant Supervisor - Operations & Maintenance	0.50	
Deputy Supervisor - Operations & Maintenance	0.50	
Assistant Supervisor - Plant Operations	2.00	
Coordinator - Environmental Safety	1.00	
Supervisor - School Security	1.00	
User Liaison Specialist	<u>1.00</u>	
Total Professional Positions	6.50	542,705
Classified Positions		
Lead Network Engineer	3.00	
Senior Network Engineer	2.00	
Network Engineer	3.00	
Information Technology Specialist	5.00	
Information Technology Analyst	6.00	
Technology Integration Specialist	3.00	
Technology Integration Analyst	1.00	
Telecommunications Engineer	1.00	
Secretary III - 12 Month	1.00	
Floater Custodian	5.00	
Custodian - Category I	182.00	
Building Supervisor - Category III	34.00	
Building Supervisor - Category IV	9.00	
Groundskeeper / Custodian - Category I	4.00	
Shift Foreman - Category II	9.00	
Custodian - Equipment Repair Technician	1.00	
Driver - Category III	4.60	
Building Services Manager - Central Office	1.00	
Shipping & Receiving Clerk - Category III	1.00	
Administrative Assistant - School Security	<u>0.50</u>	
Total Classified Positions	276.10	<u>9,993,842</u>
Total Professional and Classified Positions	282.60	10,536,547

OPERATION OF PLANT

SALARIES AND WAGES - CONTINUED

**APPROVED
BUDGET**

Temporary Classified

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

412,700

Classified Educational Add-Ons

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

2,650

Overtime Classified

Overtime payments to non-exempt employees

250,000

Longevity - Classified

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

8,426

Vacation Payoff

Compensation to non-exempt employees for unused vacation time.

160,000

Professional Educational Add-Ons

52,860

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.

130,000

Employee Bonus

104,208

Insurance Opt-Out

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

5,420

Hiring Turnover (F.T.E.)

(100,000)

TOTAL SALARIES AND WAGES

11,562,811

OPERATION OF PLANT

**APPROVED
BUDGET**

CONTRACTED SERVICES

Maintenance and Repair of Equipment

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

836,963

Printing and Binding

Printing of necessary forms used within Operation of Plant.

450

Rental of Business Machines

3,000

Audio-Visual Repair

2,000

Asbestos Removal

Asbestos inspections and awareness training - contract.

16,000

Cleaning Services

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

258,300

Rental of Building and Office Space

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

1,510,000

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.

275,000

TOTAL CONTRACTED SERVICES

2,901,713

OPERATION OF PLANT

**APPROVED
BUDGET**

SUPPLIES AND MATERIALS

Office Supplies

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

30,600

Uniforms - Clothing and Footwear

Uniforms for custodial personnel as required by negotiated agreement.

36,000

Custodial Materials

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

560,350

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.

92,400

Real Property Maintenance and Repair Supplies

Supplies used to maintain operation of buildings

3,100

Food

All day in-services for the entire custodial staff.

600

Computer Repair Supplies

Supplies used to repair computers used in the instructional and non-instructional (support) functions system wide.

5,000

General Supplies

115,000

Audio-Visual Repair Supplies

Purchase of parts and materials used to repair and maintain audio-visual equipment and systems.

6,000

Computer Equipment < \$5,000

Technology Services

334,000

Sensitive Items Non-I.T.

77,130

Other Supplies & Materials

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

87,400

TOTAL SUPPLIES AND MATERIALS

1,347,680

OPERATION OF PLANT

**APPROVED
BUDGET**

OTHER CHARGES

Local Mileage Reimbursement

Payment for mileage incurred for Board related travel by employees. 20,100

License Fees 50,000

Communications

To maintain communication costs for Central Office and schools.

Items include broadband services, Carroll County Public Library - Internet Services and Arch wireless - pagers.

a. NCLBA Title I-A: Targeted Assistance (#020)	Restricted	400	
b. Technology Services	Unrestricted	<u>184,000</u>	184,400

Heating Fuels

Payments to firms for heating fuels. 1,106,900

Gas, Electricity and Steam

Payments to utility companies for gas, electricity for lighting and heating 5,736,689

Dues and Subscriptions

Dues to professional organizations, i.e. ASBO, and subscriptions to professional magazines and publications. 550

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. 892,900

Conferences & Trainings

Costs of attending conferences, meetings, in-services, training and other professional development. 12,150

Insurance - Property/Fire

Payments associated with the coverage of property/fire insurance to safeguard the schools' assets (building, equipment & contents). 421,223

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. 50,000

OPERATION OF PLANT

**APPROVED
BUDGET**

OTHER CHARGES - Continued

Miscellaneous - Other Charges

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

a. Grant Carryovers (#800)	Restricted	10,000
b. New Grants (#805)	Restricted	25,000
c. System-Wide	Unrestricted	<u>2,300</u>

Total Miscellaneous - Other Charges

37,300

TOTAL OTHER CHARGES

8,512,212

TOTAL OPERATION OF PLANT

\$24,324,416

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 13-14	Approved 14-15	Approved 15-16	Approved Increase/ (Decrease)	% Change
07 Maintenance of Plant					
1 Salaries	\$3,095,823	\$3,183,173	\$3,281,853	\$98,680	3.10%
2 Contracted Services	\$1,316,560	\$1,402,332	\$1,438,207	\$35,875	2.56%
3 Supplies/Materials	\$1,225,084	\$1,302,120	\$1,267,096	(\$35,024)	-2.69%
4 Other Charges	\$198,622	\$239,250	\$239,250	\$0	0.00%
5 Land, Bldg, Equip Additional	\$6,300	\$0	\$0	\$0	0.00%
6 Land, Bldg, Equip Replacement	\$733,909	\$759,714	\$813,850	\$54,136	7.13%
	\$6,576,298	\$6,886,589	\$7,040,256	\$153,667	2.23%
Restricted Fund Summary					
07 Maintenance of Plant					
1 Salaries	\$10,182	\$0	\$0	\$0	0.00%
2 Contracted Services	\$176,951	\$330,096	\$137,261	(\$192,835)	-58.42%
3 Supplies/Materials	\$7,082	\$0	\$0	\$0	0.00%
4 Other Charges	\$43,789	\$35,000	\$35,000	\$0	0.00%
5 Land, Bldg, Equip Additional	\$14,079	\$0	\$0	\$0	0.00%
	\$252,083	\$365,096	\$172,261	(\$192,835)	-52.82%

**Category 07 - Maintenance of Plant
Changes - FY 2016**

Non-Restricted Budget Changes

1. Reduction of funds necessary for prior year negotiated bonus	\$ (91,054)
2. Decrease in maintenance supplies & materials	(35,024)
3. Increase to fund negotiated agreement - 1.0% Bonus	30,543
4. Increase in contracted maintenance to buildings & other contracted services	35,875
5. Increase in principal portion of contract payments to Johnson Controls for various energy management initiatives	54,136
6. Increase to fund negotiated agreement - 2.5% COLA	<u>159,191</u>
Total Non-Restricted Increase - Category 07 - Maintenance of Plant	153,667

Restricted Budget Net Decrease - Category 07 - Maintenance of Plant	<u>(192,835)</u>
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TOTAL DECREASE - Category 07 - Maintenance of Plant	\$ (39,168)
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CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
MAINTENANCE OF PLANT				
Positions				
1. Exempt	3.00	3.50	3.50	3.50
2. Non-Exempt	66.00	68.00	68.00	68.00
Total Positions	<u>69.00</u>	<u>71.50</u>	<u>71.50</u>	<u>71.50</u>
1 Salaries and Wages				
Regular Classified	\$2,764,532	\$2,808,611	\$2,931,107	\$2,931,107
Temporary Classified	0	2,000	2,000	2,000
Classified Educational Add-Ons	5,138	5,275	5,275	5,275
Overtime Classified	71,855	65,000	65,000	65,000
Vacation Pay-Off	26,542	20,000	20,000	20,000
Regular Professional	227,756	221,233	257,928	257,928
Employee Bonus	0	91,054	30,543	30,543
Hiring Turnover (F.T.E.)	0	(30,000)	(30,000)	(30,000)
Object Total	<u>3,095,823</u>	<u>3,183,173</u>	<u>3,281,853</u>	<u>3,281,853</u>
2 Contracted Services				
Maintenance & Repair of Equipment	120,463	104,000	104,000	104,000
Maintenance & Repair of Vehicles	44,390	50,314	60,139	60,139
Printing & Binding	5	200	200	200
Rental of Business Machines	12,288	3,000	3,020	3,020
Asbestos Removal	9,585	37,800	25,000	25,000
Maintenance - Grounds	97,953	89,500	99,300	99,300
Maintenance - Buildings	992,709	1,038,518	1,078,515	1,078,515
Consultants	9,300	0	0	0
Vandalism Expenses	(2,795)	4,000	4,000	4,000
Other Contracted Services	32,662	75,000	64,033	64,033
Object Total	<u>1,316,560</u>	<u>1,402,332</u>	<u>1,438,207</u>	<u>1,438,207</u>
3 Supplies and Materials				
Office Supplies	4,201	3,520	4,520	4,520
Clothing & Footwear	7,457	10,000	9,000	9,000
Books and Periodicals	0	200	200	200
Vehicle Repair Supplies	53,884	62,600	63,676	63,676

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
MAINTENANCE OF PLANT - continued				
3 Supplies and Materials - continued				
Equipment Maintenance & Repair Supplies	79,176	90,000	95,000	95,000
Real Property Maint & Rep Supplies	999,124	1,043,600	1,005,500	1,005,500
Food	0	200	200	200
Security Systems Supplies	7,037	5,000	5,000	5,000
Sensitive Items Non-I.T.	15,589	43,000	30,000	30,000
Vandalism Supplies	4,968	4,000	4,000	4,000
Other Supplies & Materials	53,648	40,000	50,000	50,000
Object Total	<u>1,225,084</u>	<u>1,302,120</u>	<u>1,267,096</u>	<u>1,267,096</u>
4 Other Charges				
Local Mileage Reimbursement	0	150	150	150
License Fees	24,256	30,000	30,000	30,000
Gasoline	189,951	203,000	203,000	203,000
Dues	95	200	200	200
Subscriptions	144	150	150	150
Conferences & Trainings	(2,130)	3,750	3,750	3,750
Miscellaneous - Other Charges	(13,694)	2,000	2,000	2,000
Object Total	<u>198,622</u>	<u>239,250</u>	<u>239,250</u>	<u>239,250</u>
5 Equipment Additional				
Motor Vehicles	6,300	0	0	0
Object Total	<u>6,300</u>	<u>0</u>	<u>0</u>	<u>0</u>
6 Equipment Replacement				
Machinery/Johnson Controls Equipment	733,909	759,714	813,850	813,850
Object Total	<u>733,909</u>	<u>759,714</u>	<u>813,850</u>	<u>813,850</u>
TOTAL MAINTENANCE OF PLANT	\$6,576,298	\$6,886,589	\$7,040,256	\$7,040,256

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
MAINTENANCE OF PLANT				
1 Salaries and Wages				
Temporary Classified	\$4,281	\$0	\$0	\$0
Overtime Classified	5,901	0	0	0
Object Total	<u>10,182</u>	<u>0</u>	<u>0</u>	<u>0</u>
2 Contracted Services				
Maintenance & Repair of Vehicles	2,566	0	0	0
Maintenance - Improvement to Buildings	3,893	330,096	137,261	137,261
Other Contracted Services	170,492	0	0	0
Object Total	<u>176,951</u>	<u>330,096</u>	<u>137,261</u>	<u>137,261</u>
3 Supplies and Materials				
Vehicle Repair Supplies	344	0	0	0
Real Property Maint & Rep Supplies	5,660	0	0	0
Other Supplies & Materials	1,078	0	0	0
Object Total	<u>7,082</u>	<u>0</u>	<u>0</u>	<u>0</u>
4 Other Charges				
Gas, Electricity & Steam	28,912	0	0	0
Miscellaneous - Other Charges	14,877	35,000	35,000	35,000
Object Total	<u>43,789</u>	<u>35,000</u>	<u>35,000</u>	<u>35,000</u>
5 Equipment Additional				
Machinery	14,079	0	0	0
Object Total	<u>14,079</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MAINTENANCE OF PLANT	\$252,083	\$365,096	\$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 - Operations & Maintenance	0.50	
Deputy Supervisor - Operations & Maintenance	0.50	
Assistant Supervisor - Plant Maintenance	<u>2.00</u>	
Total Professional Positions	3.50	257,928
Classified Positions		
Clerk II - 12 Month	1.00	
Secretary IV - 12 Month	1.00	
Grounds Services Manager	1.00	
Groundskeeper / General Maintenance - Category III	1.00	
IPM Grounds Technician	4.00	
Lead Painter / General Maintenance - Category IV	1.00	
Painter / General Maintenance - Category II	6.00	
General Maintenance - Category II	10.00	
General Maintenance / Mechanic - Category II	2.00	
Carpenter / General Maintenance - Category III	1.00	
Carpenter / General Maintenance - Category IV	2.00	
HVAC Control Technician / General Maintenance	1.00	
HVAC Control Technician / General Maintenance IV	3.00	
Plumber / General Maintenance - Category III	1.00	
Plumber/General Maintenance - Category IV	1.00	
Plumber - Category IV	1.00	
Electronic System Tech / General Maintenance - Cat IV	3.00	
Audio Visual Technician - Category IV	1.00	
Locksmith / Carpenter/ General Maintenance - Cat IV	1.00	
Dispatcher	1.00	
Boiler Mechanic - Category III	1.00	
Boiler Mechanic - Category IV	1.00	
Mason / General Maintenance - Category IV	1.00	
Electrician / General Maintenance - Category III	1.00	
Electrician / General Maintenance - Category IV	3.00	
Roofer / Carpenter - Category IV	1.00	
Preventive / General Maintenance - Category III	3.00	
Refrigeration Mechanic	1.00	
Vehicle Mechanic / General Maintenance Category III	1.00	
Vehicle Mechanic / General Maintenance Category IV	1.00	
Shipping & Receiving Clerk - Category III	1.00	
Building Maintenance Mechanic - Category II	1.00	
Building Maintenance Mechanic - Category III	<u>9.00</u>	
Total Classified Positions	68.00	<u>2,931,107</u>
Total Professional and Classified Positions	71.50	3,189,035

MAINTENANCE OF PLANT

SALARIES & WAGES - continued	APPROVED BUDGET
Temporary Classified	
Hourly compensated employees who substitute for permanent employees.	2,000
Classified Educational Add-ons	
Payments for certification for Boiler-Stationary Engineers, per negotiated contract.	5,275
Overtime Classified	
Overtime payments to non-exempt employees.	65,000
Vacation Payoff	
Compensation to employees per Master Agreement between Board of Education and non-exempt employees for unused vacation time.	20,000
Employee Bonus	30,543
Hiring Turnover (F.T.E.)	<u>(30,000)</u>
TOTAL SALARIES AND WAGES	3,281,853
 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.	104,000
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.	60,139
Printing and Binding	
Printing of necessary forms used within Maintenance of Plant.	200
Rental of Business Machines	3,020
Asbestos Removal	
Removal of floor and ceiling tile.	25,000
Maintenance: Improvements to Grounds	
Payments to firms and individual contractors for improvements to grounds, such as repair to/replacement of sidewalks, fencing, landscaping, and maintenance/inspection to athletic tracks relating to schools system-wide. Additionally, In-Kind expenses received from Carroll County Government.	99,300

MAINTENANCE OF PLANT

CONTRACTED SERVICES - continued	APPROVED BUDGET
Maintenance: Improvements to Buildings	
<p>Payments to firms and individual contractors for improvements to buildings, such as electrical, heating, painting, plumbing and roofing relating to schools system-wide. Requested projects and their proposed costs are detailed under Major Plant Maintenance projects. Items within Plant Maintenance include: inspections and repairs for elevators, folding partitions, and bleachers; handicapped accessibility improvements; and maintenance for electric, plumbing, and roofs.</p> <p>Also included is the contract for Johnson Controls performance.</p>	
Restricted	137,261
Unrestricted	<u>1,078,515</u>
	1,215,776
 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.	<u>64,033</u>
 TOTAL CONTRACTED SERVICES	 1,575,468
 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.	63,676
 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.	95,000
 Real Property Maintenance and Repair Supplies	
<p>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. Requested projects and their proposed costs are detailed under major Plant maintenance projects.</p>	
	1,005,500
 Food	 200
 Security Systems Supplies (system-wide)	 5,000

MAINTENANCE OF PLANT

SUPPLIES AND MATERIALS - continued	APPROVED BUDGET
Sensitive Items - Non I.T.	30,000
Vandalism Supplies	
Materials purchased to repair damage done by vandals.	4,000
Other Supplies & Materials	
Expenses related to snow removal.	<u>50,000</u>
TOTAL SUPPLIES AND MATERIALS	1,267,096
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.	203,000
Dues and Subscriptions	
Dues to professional organizations, i.e. ASBO, and subscriptions to professional magazines and publications.	350
Conferences & Trainings	
Costs of attending conferences, meetings, in-services, training and other professional development.	3,750
Miscellaneous Other Charges	
To cover costs for trade licensing fees.	Unrestricted 2,000
Grant Carryovers (#800)	Restricted 10,000
New Grants (#805)	Restricted <u>25,000</u>
Total Miscellaneous Other Charges	<u>37,000</u>
TOTAL OTHER CHARGES	274,250
EQUIPMENT REPLACEMENT	
Machinery	
Johnson Controls Equipment	813,850
TOTAL MAINTENANCE OF PLANT	\$7,212,517

MAINTENANCE OF PLANT

Plant maintenance projects currently projected/budgeted to occur in FY 2016 are listed below. Priorities may change based on assessed needs and other events throughout the fiscal year.

<u>SCHOOL</u>	<u>DESCRIPTION</u>	<u>PROPOSED COST</u>
Taneytown Elementary	Caulk and seal windows and install new screens	\$ 9,100
Northwest Middle	Repair cracks in sidewalks around the school	\$ 9,000
	Fill and waterproof mortar joints throughout school	<u>7,500</u>
		16,500
Francis Scott Key High	Install sliding window installed in the sound booth	6,500
Sandymount Elementary	Replace carpet in the main office	3,300
Mechanicsville Elementary	Replace carpet with tile in the kindergarten and media hallways and faculty lounge	8,430
Eldersburg Elementary	Replace damaged front concrete sidewalk concrete	6,500
	Replace outside doors in old kindergarten classrooms near sprinkler room	<u>9,000</u>
		15,500
Linton Springs Elementary	Replace band room carpet	2,500
	Replace carpet band room carpet with tile	<u>1,700</u>
		4,200
Sykesville Middle	Investigate sound abatement in gymnasium	12,000
Carrolltowne Elementary	Replace emergency lights in gymnasium and move to ceiling	2,500
Liberty High	Refinish basketball court on main gymnasium floor	25,000
	Replace broken curbing and concrete ADA ramp from senior lot to sidewalk	<u>5,000</u>
		30,000
Piney Ridge Elementary	Remove obsolete concrete stairs at portable	7,500
Manchester Elementary	Retint gymnasium lobby windows in gym	3,600
	Install cove basing in halls where it is not already installed	5,300
	Install steps or ramp for access from parking lot to recess blacktop	<u>11,500</u>
		20,400
Manchester Valley High	Strip, sand, and repaint gymnasium floor	28,000
	Replace 25 broken concrete bumper stops in the parking lot	<u>1,200</u>
		29,200
Ebb Valley Elementary	Repair and replant upper field	6,100
East Middle	Repaint blacktop at rear corner of main building	500
	Address steps adjacent to D building	12,000
	Paint concrete slab outside main entrance near portables	500
	Replace handrails at Key Alley steps	<u>2,500</u>
		15,500
West Middle	Replace FACS room cabinets and countertops	35,000
Winters Mill High	Install sidewalk to and from greenhouse	6,500
	Repair damaged efus on exterior wall by weight room	<u>23,500</u>
		30,000

MAINTENANCE OF PLANT

Plant maintenance projects currently projected/budgeted to occur in FY 2016 are listed below. Priorities may change based on assessed needs and other events throughout the fiscal year.

<u>SCHOOL</u>	<u>DESCRIPTION</u>	<u>PROPOSED COST</u>
William Winchester Elementary	Install conduit for wiring under portable buildings	6,000
Westminster High	Replace sidewalk from front of building around to loading dock	11,000
CC Career & Tech Center	Replace concrete front walkway	15,000
	Replace remaining asbestos filled doors	5,000
	Repair bus loop pot holes	<u>7,500</u>
		27,500
North Carroll Middle	Install fencing around dumpsters with privacy slats	1,800
Hampstead Elementary	Replacement stage curtains with fire-code compliant ones	13,000
North Carroll High	Replace carpet with tile in math area	27,100
	Repair senior patio steps	<u>8,000</u>
		35,100
Spring Garden Elementary	Repair sidewalks and curbs	6,000
	Replace carpet with tile in special education room	<u>1,300</u>
		7,300
Shiloh Middle	Replace curb with ramp cutout in front of building	3,000
	Replace seventh grade side handicap ramp and curb cutout	<u>9,500</u>
		12,500
Winfield Elementary	Install whiteboard skins over existing chalk boards	4,700
	Replace gymnasium doors and frames	10,500
	Address delivery trucks hitting side of building at loading dock	<u>3,000</u>
		18,200
New Windsor Middle	Install whiteboard skins over existing chalk boards	6,000
Elmer Wolfe Elementary	Install whiteboard skins over existing chalk boards	5,400
Parr's Ridge Elementary	Install new water fountain in cafeteria area	3,000
Mount Airy Elementary	Replace carpeting in media center	7,500
South Carroll High	Paint boy's locker room lockers	3,000
	Order and install 10 whiteboards for classrooms	<u>7,500</u>
		10,500
Century High	Replace auditorium pit paneling	6,500
	Repair/replace damaged eaves on west exterior wall of gym	<u>23,500</u>
		30,000
Robert Moton Elementary	Insulate/sound-proof BEST room	7,800
Carroll Springs	Replace two exterior door frames and doors	7,000
	Finish health room suite remodel with cabinets, etc.	<u>6,000</u>
		13,000
Friendship Valley Elementary	Modify PRIDE portable	35,000

MAINTENANCE OF PLANT

Plant maintenance projects currently projected/budgeted to occur in FY 2016 are listed below. Priorities may change based on assessed needs and other events throughout the fiscal year.

<u>SCHOOL</u>	<u>DESCRIPTION</u>	<u>PROPOSED COST</u>
Gateway	Spackle and paint room	2,000
	Install mat squares interlocking, remove carpet if needed	3,500
	Removed bookshelves and electrical outlet	1,000
	Raise lights in activities room	<u>1,000</u>
		<u>7,500</u>
TOTAL:		<u>\$ 509,830</u>

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 13-14	Approved 14-15	Approved 15-16	Approved Increase/ (Decrease)	% Change
08 Fixed Charges					
4 Other Charges	\$67,744,398	\$71,213,700	\$74,467,742	\$3,254,042	4.57%
	\$67,744,398	\$71,213,700	\$73,667,892	\$2,454,192	3.45%
Restricted Fund Summary					
08 Fixed Charges					
4 Other Charges	\$2,283,146	\$2,799,206	\$2,848,923	\$49,717	1.78%
	\$2,283,146	\$2,799,206	\$2,964,269	\$165,063	5.90%

Category 08 - Fixed Charges Changes - FY 2016

Non-Restricted Budget Changes

1.	Net decrease in fixed charges associated with net position reduction across all categories	\$ (799,850)
2.	Reduction of funds necessary for prior year negotiated bonus	(453,623)
3.	Decrease in tuition reimbursement to align budget with actual and anticipated expenditures	(100,000)
4.	Decrease in interest portion of contract payments to Johnson Controls for various energy management initiatives	(26,894)
5.	Increase to fund negotiated agreement - 1.0% Bonus	124,066
6.	Increase in retiree health insurance	213,655
7.	Increases in insurance policies, including workers compensation, liability and vehicle	310,396
8.	Increase to fund negotiated agreement - 2.5% COLA	354,167
9.	Increase in teacher pension costs for final phase of State pass-back to local school systems	964,824
10.	School system share of increase in employee benefits, including medical and dental insurance (per negotiated agreements)	<u>1,867,451</u>
	Total Non-Restricted Increase - Category 08 - Fixed Charges	2,454,192
	Restricted Budget Net Increase - Category 08 - Fixed Charges	<u>165,063</u>
	TOTAL INCREASE - Category 08 - Fixed Charges	\$ 2,619,255

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
FIXED CHARGES				
Positions				
None				
4 Other Charges				
Employee Fringe Benefits				
Tuition Reimbursement	\$1,174,854	\$1,300,000	\$1,200,000	\$1,200,000
Employee Retirement	7,266,065	7,873,570	9,166,807	9,153,470
Employee Social Security	14,030,227	14,178,058	14,202,668	14,037,471
Sick Leave Conversion	1,724,129	1,536,650	1,536,650	1,536,650
Insurance - Life	179,622	180,808	184,351	183,714
Insurance - Long Term Disability	30,910	30,667	48,286	48,286
Insurance - Unemployment	170,240	140,000	150,000	150,000
Insurance - Optical	11,553	6,890	6,142	6,103
Insurance - Medical	35,709,697	37,840,601	39,375,253	38,771,594
Insurance - Worker's Compensation	1,913,101	1,974,765	2,237,911	2,225,744
Insurance - Dental	1,069,865	1,147,656	1,131,628	1,126,814
Insurance - Retirees Health	3,911,173	4,417,763	4,631,418	4,631,418
Employee Assistance Program	28,424	28,258	28,258	28,258
Short Term Interest	173,399	148,329	121,435	121,435
Employee Benefit Subsidy	39,963	50,000	50,000	50,000
Flexible Benefit Administration	105,539	125,000	125,000	125,000
Insurances				
General Liability	141,362	148,490	175,401	175,401
Vehicle	47,223	47,545	57,884	57,884
Catastrophic Student Athletic	13,747	33,650	33,650	33,650
Miscellaneous - Other Charges	3,305	5,000	5,000	5,000
Object Total	<u>67,744,398</u>	<u>71,213,700</u>	<u>74,467,742</u>	<u>73,667,892</u>
TOTAL FIXED CHARGES	\$67,744,398	\$71,213,700	\$74,467,742	\$73,667,892

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
FIXED CHARGES				
4 Other Charges				
Employee Fringe Benefits				
Employee Retirement	\$623,337	\$778,836	\$702,374	\$732,374
Employee Social Security	526,511	799,938	813,852	840,146
Insurance - Life	4,938	5,072	5,558	5,558
Insurance - Long Term Disability	361	377	572	572
Insurance - Optical	813	966	812	812
Insurance - Medical	1,042,258	1,128,865	1,226,061	1,285,019
Insurance - Worker's Compensation	50,365	45,517	58,304	58,398
Insurance - Dental	34,563	39,635	41,390	41,390
Object Total	<u>2,283,146</u>	<u>2,799,206</u>	<u>2,848,923</u>	<u>2,964,269</u>
TOTAL FIXED CHARGES	\$2,283,146	\$2,799,206	\$2,848,923	\$2,964,269

FIXED CHARGES

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

OTHER CHARGES	APPROVED BUDGET
Tuition Reimbursement	
Professional and classified employees are eligible for reimbursement for advanced study and training as per the terms of the respective negotiated agreement.	
Unrestricted	1,200,000
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	732,374
Unrestricted	<u>9,153,470</u> 9,885,844
Employee Social Security	
This account includes the required employer contributions for all employees.	
Restricted	840,146
Unrestricted	<u>14,037,471</u> 14,877,617
Sick Leave Conversion	
Provides funds for sick leave conversion at retirement or death per terms of the negotiated agreement.	
Unrestricted	1,536,650
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	266,935
Employee Fringe Benefits	<u>48,613,680</u> 48,880,615
Short Term Interest	
Johnson Control Energy Savings Equipment Payments	
Unrestricted	121,435
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
Miscellaneous Other Charges	
Payments for inoculations for employees at-risk to exposure.	
Unrestricted	<u>5,000</u>
TOTAL FIXED CHARGES	\$76,632,161

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 13-14	Approved 14-15	Approved 15-16	Approved Increase/ (Decrease)	% Change
10 Community Services					
1 Salaries	\$224,845	\$300,000	\$300,000	\$0	0.00%
	\$224,845	\$300,000	\$300,000	\$0	0.00%
Restricted Fund Summary					
10 Community Services					
1 Salaries	\$6,785	\$6,230	\$0	(\$6,230)	-100.00%
2 Contracted Services	\$1,600	\$0	\$0	\$0	0.00%
3 Supplies/Materials	\$4,560	\$0	\$0	\$0	0.00%
4 Other Charges	\$7,071	\$30,000	\$30,000	\$0	0.00%
	\$20,016	\$36,230	\$30,000	(\$6,230)	-17.20%

Category 10 - Community Services
Changes - FY 2016

Non-Restricted Budget Changes

No changes \$ _____ -

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

Restricted Budget Net Decrease - Category 10 - Community Services (6,230)

TOTAL DECREASE - Category 10 - Community Services \$ (6,230)

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
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COMMUNITY SERVICES

Positions
None

1 Salaries and Wages				
Temporary Classified	\$270	\$0	\$0	\$0
Overtime Classified	<u>224,575</u>	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>
Object Total	<u>224,845</u>	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>
 TOTAL COMMUNITY SERVICES	 \$224,845	 \$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 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
COMMUNITY SERVICES				
Positions				
None				
1 Salaries and Wages				
Temporary Classified	\$6,785	\$6,230	\$0	\$0
Object Total	<u>6,785</u>	<u>6,230</u>	<u>0</u>	<u>0</u>
2 Contracted Services				
Consultants	600	0	0	0
Other Contracted Services	1,000	0	0	0
Object Total	<u>1,600</u>	<u>0</u>	<u>0</u>	<u>0</u>
3 Supplies and Materials				
Food	925	0	0	0
General Supplies	3,135	0	0	0
Other Supplies & Materials	500	0	0	0
	<u>4,560</u>	<u>0</u>	<u>0</u>	<u>0</u>
4 Other Charges				
Postage	36	0	0	0
Admissions/Entrance Fees	50	0	0	0
Donations/Memorials	6,428	0	0	0
Miscellaneous - Other Charges	557	30,000	30,000	30,000
Object Total	<u>7,071</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>
TOTAL COMMUNITY SERVICES	\$20,016	\$36,230	\$30,000	\$30,000

COMMUNITY SERVICES

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

		APPROVED BUDGET
SALARIES AND WAGES		
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		300,000
OTHER CHARGES		
Miscellaneous: Other Charges		
New/Carryover Grants (#800 series)	Restricted	<u>30,000</u>
TOTAL OTHER CHARGES		30,000
TOTAL COMMUNITY SERVICES		\$330,000

Capital Outlay

Category 11

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

Unrestricted Fund Summary	Actual 13-14	Approved 14-15	Approved 15-16	Approved Increase/ (Decrease)	% Change
11 Capital Outlay					
1 Salaries	\$611,250	\$616,898	\$612,781	(\$4,117)	-0.67%
2 Contracted Services	\$129,005	\$55,340	\$55,340	\$0	0.00%
3 Supplies/Materials	\$8,865	\$5,990	\$6,340	\$350	5.84%
4 Other Charges	\$7,525	\$12,200	\$11,850	(\$350)	-2.87%
	\$756,645	\$690,428	\$686,311	(\$4,117)	-0.60%
Restricted Fund Summary					
11 Capital Outlay					
2 Contracted Services	\$0	\$0	\$0	\$0	0.00%
	\$0	\$0	\$0	\$0	0.00%

Category 11 - Capital Outlay
Changes - FY 2016

Non-Restricted Budget Changes

1. Reduction of funds necessary for prior year negotiated bonus	\$ (30,265)
2. Changes in salaries, due mostly to hiring turnover	5,000
3. Increase to fund negotiated agreement - 1.0% Bonus	5,899
4. Increase to fund negotiated agreement - 2.5% COLA	<u>15,249</u>
Total Non-Restricted Decrease - Category 11 - Capital Outlay	(4,117)

Restricted Budget Net Change - Category 11 - Capital Outlay

-

TOTAL DECREASE - Category 11 - Capital Outlay \$ **(4,117)**

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
CAPITAL OUTLAY				
Positions				
1. Exempt	6.00	6.00	6.00	6.00
2. Non-Exempt	2.00	2.00	2.00	2.00
Total	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>
1 Salaries and Wages				
Regular Classified	\$78,548	\$76,591	\$78,506	\$78,506
Temporary Classified	10,689	12,000	12,000	12,000
Classified Educational Add-Ons	300	300	300	300
Longevity Classified	1,378	1,378	1,412	1,412
Regular Professional	509,775	496,364	509,664	514,664
Vacation Payoff	10,560	0	0	0
Employee Bonus	0	30,265	5,899	5,899
Object Total	<u>611,250</u>	<u>616,898</u>	<u>607,781</u>	<u>612,781</u>
2 Contracted Services				
Printing and Binding	291	340	340	340
Advertising	924	1,500	1,500	1,500
Consultants	127,831	40,000	40,000	40,000
Other Contracted Services	-41	13,500	13,500	13,500
Object Total	<u>129,005</u>	<u>55,340</u>	<u>55,340</u>	<u>55,340</u>
3 Supplies and Materials				
Office Supplies	6,681	5,490	5,840	5,840
Books & Periodicals	0	400	300	300
Food	426	100	200	200
Computer Equipment < \$5,000	1,758	0	0	0
Object Total	<u>8,865</u>	<u>5,990</u>	<u>6,340</u>	<u>6,340</u>
4 Other Charges				
Local Mileage Reimbursement	5,524	7,400	7,400	7,400
Dues	742	1,150	1,100	1,100
Conferences & Trainings	1,259	3,650	3,350	3,350
Object Total	<u>7,525</u>	<u>12,200</u>	<u>11,850</u>	<u>11,850</u>
TOTAL CAPITAL OUTLAY	\$756,645	\$690,428	\$681,311	\$686,311

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
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CAPITAL OUTLAY

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

CAPITAL OUTLAY

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

**APPROVED
BUDGET**

SALARIES AND WAGES	Full-Time Equivalent		
Professional Positions			
Director of Facilities	1.00		
Supervisor - School Construction	1.00		
Construction Project Manager	3.00		
Facilities Planner	<u>1.00</u>		
Total Professional Positions	6.00	514,664	
Classified Positions			
Director's Secretary	1.00		
Secretary III - 12 Month	<u>1.00</u>		
Total Classified Positions	2.00	78,506	
Total Professional and Classified Positions	8.00		593,170
Other Salaries and Wages			
Temporary Classified			12,000
Classified Longevity			1,412
Classified Educational Add-Ons			300
Employee Bonus			<u>5,899</u>
TOTAL SALARIES AND WAGES			612,781

CONTRACTED SERVICES

Printing and Binding

 To fund forms for School Facilities. 340

Advertising

 To support bidding of Aging School and other projects funded thru grants. 1,500

CAPITAL OUTLAY

**APPROVED
BUDGET**

CONTRACTED SERVICES - continued

Consultants

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

40,000

Other Contracted Services

13,500

TOTAL CONTRACTED SERVICES

55,340

SUPPLIES AND MATERIALS

Office Supplies

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

5,840

Books and Periodicals

Purchase of books and periodicals for use within Capital Outlay.

300

Food

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

200

TOTAL SUPPLIES AND MATERIALS

6,340

OTHER CHARGES

Local Mileage Reimbursement

To reimburse personnel for fulfilling assigned duties.

7,400

Dues

Payments for participation in professional organizations.

1,100

Conferences & Trainings

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

3,350

TOTAL OTHER CHARGES

11,850

TOTAL CAPITAL OUTLAY

\$686,311

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 13-14	Approved 14-15	Approved 15-16	Approved Increase/ (Decrease)	% Change
12 Mid-Level Administration					
1 Salaries	\$22,200,346	\$21,647,000	\$21,434,723	(\$212,277)	-0.98%
2 Contracted Services	\$265,186	\$267,226	\$248,271	(\$18,955)	-7.09%
3 Supplies/Materials	\$288,217	\$428,978	\$414,528	(\$14,450)	-3.37%
4 Other Charges	\$436,090	\$464,353	\$499,275	\$34,922	7.52%
5 Land, Bldg, Equip Additional	\$0	\$7,000	\$6,000	(\$1,000)	-14.29%
6 Land, Bldg, Equip Replacement	\$0	\$0	\$0	\$0	0.00%
	\$23,189,839	\$22,814,557	\$22,602,797	(\$211,760)	-0.93%
Restricted Fund Summary					
12 Mid-Level Administration					
1 Salaries	\$188,091	\$178,279	\$218,559	\$40,280	22.59%
2 Contracted Services	\$9,540	\$8,800	\$9,000	\$200	2.27%
3 Supplies/Materials	\$38,608	\$1,200	\$620	(\$580)	-48.33%
4 Other Charges	\$9,550	\$287,850	\$281,603	(\$6,247)	-2.17%
	\$245,789	\$476,129	\$509,782	\$33,653	7.07%

Category 12 - Mid-Level Administration Changes - FY 2016

Non-Restricted Budget Changes

1. Reduction of funds necessary for prior year negotiated bonus	\$	(627,036)
2. Changes in salaries, due mostly to hiring turnover		(384,264)
3. Decrease in vacation payout		(20,000)
4. Decrease in printing & binding and other contracted services		(18,955)
5. Eliminate funding for 0.5 FTE Clerk II position in accordance with established staffing ratios		(15,696)
6. Decrease in office supplies and other supplies & materials		(14,450)
7. Numerous small changes to various non-salary line items (e.g., dues, accreditation expenses, and furniture)		(1,078)
8. Increase in hourly clerical for support of various secondary school offices		20,000
9. Increase to fund 1.0 FTE Judy Center program clerical position (funds from other categories as part of reorganization)		25,000
10. Increase in telecommunications costs due to phase-out of federal e-rate funds		35,000
11. Increase to fund 1.0 FTE Director of High Schools position (vacant and unfunded in FY 2015)		136,019
12. Increase to fund negotiated agreement - 1.0% Bonus		207,858
13. Increase to fund negotiated agreement - 2.5% COLA		<u>445,842</u>
Total Non-Restricted Decrease - Category 12 - Mid-Level Administration		(211,760)
Restricted Budget Net Increase - Category 12 - Mid-Level Administration		<u>33,653</u>
TOTAL DECREASE - Category 12 - Mid-Level Administration	\$	(178,107)

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
MID-LEVEL ADMINISTRATION				
Positions				
1. Exempt	148.00	150.00	150.00	150.00
2. Non-Exempt	167.50	164.20	164.90	164.40
Total Positions	<u>315.50</u>	<u>314.20</u>	<u>314.90</u>	<u>314.40</u>
1 Salaries and Wages				
Regular Classified	\$5,943,696	\$5,790,135	\$5,798,889	\$5,808,193
Temporary Classified	73,150	88,829	88,829	108,829
Overtime Classified	10,206	8,200	8,200	8,200
Longevity Classified	20,603	20,603	19,768	19,768
Classified Educational Add-Ons	22,701	22,950	21,900	21,900
Vacation Payoff	565,443	290,000	270,000	270,000
Regular Professional	15,259,181	14,761,590	14,760,752	14,956,771
Temporary Professional	241,304	203,425	203,425	203,425
Temporary Educational	1,413	0	0	0
Professional Educational Add-Ons	27,868	27,927	26,880	26,880
Student Service Coordinators	6,157	6,288	5,240	5,240
Substitute Employees	21,687	2,425	2,525	2,525
Employee Bonus	0	627,036	207,858	207,858
Insurance Opt-Out	6,937	7,592	5,134	5,134
Hiring Turnover (F.T.E.)	0	(210,000)	(210,000)	(210,000)
Object Total	<u>22,200,346</u>	<u>21,647,000</u>	<u>21,209,400</u>	<u>21,434,723</u>
2 Contracted Services				
Maintenance & Repair of Equipment	3,742	0	0	0
Printing & Binding	51,075	63,420	47,560	47,560
Advertising	494	525	525	525
Rental of Business Machines	103,729	114,937	111,942	111,942
Consultants	11,300	6,000	6,000	6,000
Rent	60	2,000	0	0
Other Contracted Services	94,786	80,344	82,244	82,244
Object Total	<u>265,186</u>	<u>267,226</u>	<u>248,271</u>	<u>248,271</u>
3 Supplies and Materials				
Office Supplies	182,085	218,623	204,823	204,823
Books & Periodicals	7,271	13,365	11,615	11,615
Food	14,546	9,600	9,800	9,800
Library Media	6,835	5,000	5,000	5,000
General Supplies	7,728	5,550	5,550	5,550
Library Media Supplies	2,240	2,240	2,240	2,240
Computer Equipment < \$5,000	53,350	170,000	170,000	170,000
Sensitive Items Non-I.T.	2,166	1,100	1,100	1,100
Other Supplies & Materials	11,996	3,500	4,400	4,400
Object Total	<u>288,217</u>	<u>428,978</u>	<u>414,528</u>	<u>414,528</u>

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
MID-LEVEL ADMINISTRATION - continued				
4 Other Charges				
Local Mileage Reimbursement	80,018	106,032	112,502	112,502
License Fees	5,704	10,000	10,000	10,000
Communications	202,594	127,000	162,000	162,000
Postage	63,973	95,080	94,180	94,180
Dues	29,170	39,641	38,193	38,193
Subscriptions	1,955	5,650	5,400	5,400
Employee Retirement & Recognition	4,650	4,000	4,000	4,000
Conferences & Trainings	42,301	71,350	72,050	72,050
Accreditation Expenses	1,500	5,000	0	0
Admissions/Entrance Fees	2,403	600	950	950
Miscellaneous - Other Charges	1,822	0	0	0
Object Total	<u>436,090</u>	<u>464,353</u>	<u>499,275</u>	<u>499,275</u>
5 Equipment Additional				
Office Furniture & Equipment	0	1,000	0	0
Office Machines	0	6,000	6,000	6,000
Object Total	<u>0</u>	<u>7,000</u>	<u>6,000</u>	<u>6,000</u>
TOTAL MID-LEVEL ADMINISTRATION	\$23,189,839	\$22,814,557	\$22,377,474	\$22,602,797

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
MID-LEVEL ADMINISTRATION				
Positions				
1. Exempt	2.00	2.00	2.00	2.00
2. Non-Exempt	0.00	0.00	0.00	0.00
Total Positions	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
1 Salaries and Wages				
Regular Professional	\$159,904	\$171,779	\$176,073	\$176,073
Temporary Professional	26,314	6,500	42,486	42,486
Temporary Educational	232	0	0	0
Substitute Employees	1,641	0	0	0
Object Total	<u>188,091</u>	<u>178,279</u>	<u>218,559</u>	<u>218,559</u>
2 Contracted Services				
Consultants	7,040	0	0	0
Other Contracted Services	2,500	8,800	9,000	9,000
Object Total	<u>9,540</u>	<u>8,800</u>	<u>9,000</u>	<u>9,000</u>
3 Supplies and Materials				
Office Supplies	431	250	120	120
Clothing & Footwear	22	0	0	0
Books & Periodicals	173	750	300	300
Food	533	200	200	200
Computer Equipment < \$5,000	36,201	0	0	0
Other Supplies & Materials	1,248	0	0	0
Object Total	<u>38,608</u>	<u>1,200</u>	<u>620</u>	<u>620</u>
4 Other Charges				
Local Mileage Reimbursement	2,435	2,800	1,803	1,803
Postage	937	1,400	400	400
Subscriptions	1,894	2,250	2,500	2,500
Conferences & Trainings	4,149	11,400	5,400	5,400
Admissions/Entrance Fees	135	0	0	0
Miscellaneous - Other Charges	0	270,000	270,000	271,500
Object Total	<u>9,550</u>	<u>287,850</u>	<u>280,103</u>	<u>281,603</u>
TOTAL MID-LEVEL ADMINISTRATION	\$245,789	\$476,129	\$508,282	\$509,782

MID-LEVEL ADMINISTRATION

SALARIES AND WAGES	<u>Full-Time Equivalent</u>	<u>APPROVED BUDGET</u>
Professional Positions - Unrestricted		
Members of the Superintendent's Cabinet		
Assistant Superintendent - Instruction	1.00	
Director - Elementary Schools	1.00	
Director - Middle Schools	1.00	
Director - High Schools	1.00	
Director - Research and Accountability	1.00	
Director - Curriculum & Instructional Resources	<u>1.00</u>	
	6.00	
Office of the Principal		
Principal - Elementary	23.00	
Principal - Middle	9.00	
Principal - High	8.00	
Principal - Gateway	1.00	
Supervisor - Outdoor School	1.00	
Assistant Principal - Elementary Schools	24.00	
Assistant Principal - Middle Schools	11.00	
Assistant Principal - High Schools	18.00	
Assistant Principal - AEP	1.00	
Coordinator - Facility Use/Activities/Athletics	<u>8.00</u>	
	104.00	
Office of the Principal - Career & Technology Programs		
Principal - Career & Technology Center	1.00	
Assistant Principal - Career & Technology Center	<u>1.00</u>	
	2.00	
Administration & Supervision		
Supervisor - Accountability & Assessment	1.00	
Supervisor - Athletics	1.00	
Supervisor - Elementary Education	6.00	
Supervisor - English Speakers of Other Languages (ESOL)	1.00	
Supervisor - Equity & Community Outreach	1.00	
Supervisor - Student Services & Special Programs	1.00	
Supervisor - Research & Accountability	1.00	
Supervisor - School Counselors	1.00	
Supervisor - Teacher & Leadership Development	1.00	
Content Supervisor - Fine Arts	1.00	
Content Supervisor - Health & Physical Education	1.00	
Content Supervisor - Secondary Mathematics	1.00	
Content Supervisor - Middle School English / Language Arts	1.00	
Content Supervisor - Secondary English / Language Arts	1.00	
Content Supervisor - Secondary Science	1.00	
Content Supervisor - Secondary Social Studies	1.00	
Assistant Supervisor - Fine Arts	1.00	
Assistant Supervisor - Health Education	1.00	
Assistant Supervisor - World Languages	1.00	
Coordinator - Secondary Mathematics	1.00	
Coordinator - Secondary Science	1.00	
Coordinator - Social Studies	1.00	
Coordinator - STEM	1.00	
Coordinator - Technology	2.00	
Coordinator - Interpreter & Translator Program	1.00	
Coordinator - Research & Planning	1.00	
Coordinator - Teacher Induction Programs	<u>1.00</u>	
	33.00	

MID-LEVEL ADMINISTRATION

	<u>Full-Time Equivalent</u>	<u>APPROVED BUDGET</u>
SALARIES AND WAGES - continued		
Administration & Supervision - Career & Technology Programs		
Supervisor - Career & Technology Education	1.00	
Assistant Supervisor - Career & Technology Education	1.00	
Coordinator - Career Development	<u>1.00</u>	
	3.00	
Administration & Supervision - Media Support		
Supervisor - Media & Technology	1.00	
Television Manager	<u>1.00</u>	
	2.00	
Total Professional Positions - Unrestricted	150.00	14,956,771
Professional Position - Restricted		
Judy Center Coordinator	1.00	
Coordinator - Technology	<u>1.00</u>	
Total Professional Positions - Restricted	2.00	<u>176,073</u>
Total Professional Positions - Unrestricted & Restricted	152.00	15,132,844
Classified Positions - Unrestricted		
Office of the Principal		
Data Clerk II - 10 Month	9.00	
Data Clerk II - 12 Month	2.00	
Clerk I - 10 Month	3.90	
Clerk I - 12 Month	1.00	
Clerk II - 10 Month	14.50	
Clerk II - 12 Month	71.00	
Registrar II - 12 Month	2.00	
Secretary III - 12 Month	2.00	
School Secretary IV - 12 Month	<u>40.00</u>	
	145.40	
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	4.00	
Cabinet Secretary	0.50	
Secretary IV - 12 Month	1.00	
Secretary III - 12 Month	8.00	
Administrative Assistant - Equity & Community Outreach	<u>0.50</u>	
	14.00	
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	164.40	<u>5,808,193</u>
Total Professional and Classified Positions	316.40	20,941,037

MID-LEVEL ADMINISTRATION

**APPROVED
BUDGET**

SALARIES AND WAGES - continued

Temporary Classified

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

Office of the Principal

a. Director of Elementary Schools	Unrestricted	10,000
b. Director of High Schools	Unrestricted	10,700
c. Director of Middle Schools	Unrestricted	14,494
d. Middle School - Temporary Clerical (#356)	Unrestricted	<u>31,795</u>
		66,989

Administration & Supervision

a. Director of Elementary Schools	Unrestricted	5,840
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Administration & Supervision - Media Support

a. Community and Media Relations	Unrestricted	32,000
b. Media Centers	Unrestricted	<u>4,000</u>
		36,000

Total Temporary Classified

108,829

Vacation Payoff

Office of the Principal	Unrestricted	270,000
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Temporary Professional

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

Many of these individuals are assigned to special projects which are funded by federal/state monies. Employees are paid on an hourly basis to provide the following educational services.

Office of the Principal

a. Judith P. Hoyer Early Learning Center (#036)	Unrestricted	11,930
b. Student Support Center (#081)	Unrestricted	<u>19,113</u>
		31,043

Administration & Supervision

a. NCLB Title I-A: Targeted Assistance (#020)	Restricted	6,100
b. Maryland STEM Grant (#245)	Restricted	36,386
c. Curriculum	Unrestricted	128,286
d. Volunteer Coordinator	Unrestricted	31,096
e. Community Conferencing	Unrestricted	<u>2,000</u>
		203,868

Administration & Supervision - Career & Technology Programs

a. Perkins Title I-C: Program Improvement (#029)	Unrestricted	8,500
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Administration & Supervision - Media Support

a. Media Centers	Unrestricted	<u>2,500</u>
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Total Temporary Professional

245,911

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	25,440
Office of the Principal - Outdoor School	Unrestricted	480
Office of the Principal - Career & Technology Programs	Unrestricted	480
Administration & Supervision - Research and Accountability	Unrestricted	<u>480</u>

26,880

MID-LEVEL ADMINISTRATION

**APPROVED
BUDGET**

SALARIES AND WAGES - continued

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	19,400	
Office of the Principal - Career & Technology Programs	Unrestricted	200	
Administration & Supervision	Unrestricted	<u>2,300</u>	21,900

Longevity Classified

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

Administration & Supervision			
a. Director of High Schools	Unrestricted	5,648	
b. Staff Development	Unrestricted	11,296	
c. Research and Accountability	Unrestricted	<u>2,824</u>	19,768

Overtime Classified

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

Administration & Supervision			
a. Director of High Schools	Unrestricted	1,500	
b. Curriculum	Unrestricted	<u>3,700</u>	
		5,200	
Administration & Supervision - Media Support			
a. Community and Media Relations	Unrestricted	<u>3,000</u>	8,200

Student Service Coordinators

Office of the Principal	Unrestricted		5,240
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Substitute Employees

Office of the Principal	Unrestricted	525	
Administration & Supervision	Unrestricted	<u>2,000</u>	2,525

Employee Bonus

	Unrestricted		207,858
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Insurance Opt-Out

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

Office of the Principal	Unrestricted	2,602	
Administration & Supervision	Unrestricted	1,310	
Administration & Supervision - Media Support	Unrestricted	<u>1,222</u>	5,134

Hiring Turnover (F.T.E.)

Amount reflects anticipated turnover of mid-level positions.

(210,000)

TOTAL SALARIES AND WAGES

21,653,282

MID-LEVEL ADMINISTRATION

**APPROVED
BUDGET**

CONTRACTED SERVICES

Printing and Binding

Office of the Principal

Printing of special brochures, forms, letterhead and flyers.

a.	Schools	Unrestricted	25,890
b.	Director of High Schools	Unrestricted	550
c.	Director of Middle Schools - Summer School (#223)	Unrestricted	20
d.	Director of Elementary Schools	Unrestricted	5,000
e.	Technology Services	Unrestricted	<u>15,000</u>
			46,460

Administration & Supervision

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

a.	Director of Middle Schools	Unrestricted	800
b.	Curriculum	Unrestricted	<u>200</u>
			1,000

Administration & Supervision - Career & Technology

Printing of special brochures, forms, letterhead and flyers.

a.	Perkins Title I-C: Program Improvement (#029)	Unrestricted	<u>100</u>
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47,560

Advertising

Administration & Supervision

a.	Volunteer Program	Unrestricted	525
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Rental of Business Machines

Payments on lease purchase agreements for business machines

Office of Principal	Unrestricted	103,442
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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.	Research and Accountability	Unrestricted	<u>2,600</u>
			8,500

111,942

Consultants

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

Administration & Supervision

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

6,000

MID-LEVEL ADMINISTRATION

**APPROVED
BUDGET**

CONTRACTED SERVICES - continued

Other Contracted Services

Office of Principal

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

Administration & Supervision

a. Judith P. Hoyer Early Learning Center (#036)	Restricted	9,000
b. Community & Media Relations	Unrestricted	500
c. General Administration	Unrestricted	2,000
d. Assistant Superintendent - Instruction	Unrestricted	3,000
e. Curriculum	Unrestricted	500
f. Staff Development	Unrestricted	<u>1,004</u>
		16,004

91,244

TOTAL CONTRACTED SERVICES

257,271

SUPPLIES AND MATERIALS

Office Supplies

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

Office of the Principal

a. Schools	Unrestricted	115,350
b. Gateway School	Unrestricted	1,900
c. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	200
d. Summer School: High (#033)	Unrestricted	115
e. Student Support Center (#081)	Unrestricted	440
f. Summer School - Middle (#223)	Unrestricted	<u>100</u>
		118,105

Office of the Principal - Career & Technology Programs

a. Perkins Title I-C: Program Improvements (#029)	Unrestricted	500
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Administration & Supervision

a. NCLB Title I-A: Targeted Assistance (#020)	Restricted	120
b. CCSGA (Student Government) / Student Leadership (#098)	Unrestricted	230
c. System wide	Unrestricted	74,261
d. Limited English Proficient (#238)	Unrestricted	750
e. Multicultural Curriculum Development (#345)	Unrestricted	<u>1,500</u>
		76,861

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. Community and Media Relations	Unrestricted	6,577
b. Curriculum	Unrestricted	200
c. Media Centers	Unrestricted	<u>2,000</u>
		8,777

204,943

MID-LEVEL ADMINISTRATION

SUPPLIES AND MATERIALS - continued	APPROVED BUDGET
Books and Periodicals	
Office of the Principal	
a. Schools	Unrestricted <u>6,670</u> 6,670
Administration & Supervision	
a. NCLB Title I-A: Targeted Assistance (#020)	Restricted 300
b. System wide	Unrestricted <u>4,395</u> 4,695
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
	11,915
Food	
Office of the Principal	
a. Judith P. Hoyer Early Learning Center (#036)	Restricted 200
b. Gateway School	Unrestricted 200
c. Outdoor School (#016)	Unrestricted <u>800</u> 1,200
Administration & Supervision	
Curriculum Council and opening in-service	
a. System wide	Unrestricted 7,600
b. Multicultural Curriculum Development (#345)	Unrestricted <u>200</u> 7,800
Administration & Supervision - Career & Technology Programs	
a. Perkins Title I-C: Program Improvements (#029)	Unrestricted 400
b. Career Technology Education - Match (#429)	Unrestricted <u>100</u> 500
Administration & Supervision - Media Support	
a. Community and Media Relations	Unrestricted 300
b. Curriculum	Unrestricted 100
c. Media Centers	Unrestricted <u>100</u> 500
	10,000
Library Media	
To replace/supplement the current library books used by the Resource Center	
Administration & Supervision - Media Support	
a. Media Centers	Unrestricted 5,000
General Supplies	
Administration & Supervision	
a. General Administration	Unrestricted 1,000
b. Assistant Superintendent - Instruction	Unrestricted 1,200
c. Martin Luther King Day	Unrestricted <u>1,000</u> 3,200
Administration & Supervision - Media Support	
a. Media Centers	Unrestricted <u>2,350</u>
	5,550

MID-LEVEL ADMINISTRATION

SUPPLIES AND MATERIALS - continued			APPROVED BUDGET
Library Media Supplies			
Film, filmstrips, slides, transparencies and other general supplies			
Administration & Supervision - Media Support			
a. Media Centers	Unrestricted		2,240
Computer Equipment < \$5,000			
Office of the Principal	Unrestricted	140,000	
Administration & Supervision	Unrestricted	<u>30,000</u>	170,000
Sensitive Items, Non-I.T.			
Office of the Principal			
a. Elementary School	Unrestricted		1,100
Other Supplies & Materials			
Miscellaneous needs and other program expenses			
Office of the Principal			
a. Schools	Unrestricted	3,100	
b. Gateway School	Unrestricted	<u>1,000</u>	
		4,100	
Administration & Supervision - Media Support			
a. Media Centers	Unrestricted	<u>300</u>	<u>4,400</u>
TOTAL SUPPLIES AND MATERIALS			415,148

OTHER CHARGES

Local Mileage Reimbursement

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

Office of the Principal

a. Judith P. Hoyer Early Learning Center (#036)	Restricted	400	
b. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	700	
c. Schools (office/administrative personnel)	Unrestricted	38,470	
d. Gateway School	Unrestricted	800	
e. Outdoor School (#016)	Unrestricted	<u>3,200</u>	
		43,570	

Office of the Principal - Career & Technology Programs

a. Perkins Title I-C: Program Improvements (#029)	Unrestricted	<u>732</u>	
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Administration & Supervision

a. NCLB Title I-A: Targeted Assistance (#020)	Restricted	550	
b. NCLB Title II-A: Teacher Quality (#062)	Restricted	853	
c. Limited English Proficient (#238)	Unrestricted	500	
d. Multicultural Curriculum Development (#345)	Unrestricted	2,000	
e. System wide	Unrestricted	<u>58,600</u>	
		62,503	

Administration & Supervision - Career & Technology Programs

a. Perkins Title I I-C: Program Improvement (#029)	Unrestricted	4,000	
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Administration & Supervision - Media Support

a. Community and Media Relations	Unrestricted	2,000	
b. Media Centers	Unrestricted	<u>1,500</u>	
		3,500	

114,305

MID-LEVEL ADMINISTRATION

OTHER CHARGES - continued			APPROVED BUDGET
License Fees			
Office of the Principal	Unrestricted		10,000
Communications			
Services associated with the transmitting and receiving messages and information including telephone and modem. Telephone service for non-school and warehousing operations			
Office of the Principal	Unrestricted		162,000
Postage			
Office of the Principal			
a. NCLB Title I-A: Targeted Assistance (#020)	Restricted	400	
b. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	400	
c. Schools	Unrestricted	88,980	
d. Gateway School	Unrestricted	<u>1,800</u>	
		91,580	
Office of the Principal - Career & Technology Programs			
a. Perkins Title I-C: Program Improvement (#029)	Unrestricted	3,000	
			94,580
Dues and Subscriptions			
Payment for membership in professional organizations and for professional publications			
Office of the Principal			
a. Schools	Unrestricted	18,790	
b. Gateway School	Unrestricted	950	
c. A & S Professional Development (#019)	Unrestricted	<u>11,200</u>	
		30,940	
Administration & Supervision			
a. NCLB Title I - Part A: Targeted Assistance (#020)	Restricted	2,500	
b. System wide	Unrestricted	8,853	
c. A&S Professional Development (#019)	Unrestricted	1,800	
d. Multicultural Curriculum Development (#345)	Unrestricted	<u>100</u>	
		13,253	
Administration & Supervision - Career & Technology Programs	Unrestricted	<u>350</u>	
Administration & Supervision - Media Support			
a. Community and Media Relations	Unrestricted	650	
b. Media Centers	Unrestricted	<u>900</u>	
		1,550	
			46,093
Employee Retirement & Recognition			
Administration & Supervision			
a. System wide	Unrestricted		4,000

MID-LEVEL ADMINISTRATION

**APPROVED
BUDGET**

OTHER CHARGES - continued

Conferences & Trainings

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

Office of the Principal

a.	NCLB Title I-A: Targeted Assistance (#020)	Restricted	1,400
b.	Judith P. Hoyer Early Learning Center (#036)	Restricted	1,000
c.	Schools	Unrestricted	4,000
d.	Gateway School	Unrestricted	700
e.	Student Personnel Services	Unrestricted	300
f.	Outdoor School (#016)	Unrestricted	1,000
g.	A & S Professional Development (#019)	Unrestricted	30,000
h.	School Readiness @ Robert Moton Elementary (#031)	Unrestricted	<u>1,000</u>
			39,400

Administration & Supervision

a.	NCLB Title I -A: Targeted Assistance (#020)	Restricted	3,000
b.	General Administration	Unrestricted	4,050
c.	Assistant Superintendent - Instruction	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.	Technology Services	Unrestricted	1,000
i.	Curriculum	Unrestricted	4,700
j.	Staff Development	Unrestricted	4,900
k.	Research and Accountability	Unrestricted	600
l.	A.T.S.P. Professional Development (#018)	Unrestricted	1,000
m.	A & S Professional Development (#019)	Unrestricted	7,500
n.	Limited English Proficient (#238)	Unrestricted	2,300
o.	Multicultural Curriculum Development (#345)	Unrestricted	<u>2,500</u>
			36,550

Administration & Supervision - Career & Technology Programs

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

Administration & Supervision - Media Support

a.	Media Centers	Unrestricted	<u>500</u>
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77,450

Admissions/Entrance Fees

Administration & Supervision

a.	School	Unrestricted	250
b.	General Administration	Unrestricted	400
c.	Assistant Superintendent - Instruction	Unrestricted	200
d.	Multicultural Curriculum Development (#345)	Unrestricted	<u>100</u>

950

Miscellaneous - Other Charges

a.	Infants & Toddlers (#097)	Restricted	1,500
Various Grants Carryover:			
b.	Carryover Account (#800)	Restricted	200,000
c.	New Grants (#805)	Restricted	<u>70,000</u>

271,500

TOTAL OTHER CHARGES

780,878

EQUIPMENT ADDITIONAL

Office Machines

Office of the Principal

a.	Regular Education - High School	Unrestricted	6,000
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TOTAL OFFICE OF THE PRINCIPAL

\$23,112,579

Special Education

Category 13

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

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

Unrestricted Fund Summary					
	Actual 13-14	Approved 14-15	Approved 15-16	Approved Increase/ (Decrease)	% Change
13 Special Education					
1 Salaries	\$24,173,516	\$23,544,964	\$24,469,800	\$924,836	3.93%
2 Contracted Services	\$2,253,342	\$1,246,404	\$1,939,367	\$692,963	55.60%
3 Supplies/Materials	\$262,264	\$251,628	\$258,941	\$7,313	2.91%
4 Other Charges	\$118,867	\$47,750	\$67,790	\$20,040	41.97%
5 Land, Bldg, Equip Additional	\$5,003	\$0	\$0	\$0	0.00%
9 Transfers	\$2,523,339	\$3,048,000	\$3,048,000	\$0	0.00%
	\$29,336,331	\$28,138,746	\$29,783,898	\$1,645,152	5.85%
Restricted Fund Summary					
13 Special Education					
1 Salaries	\$4,353,355	\$4,095,403	\$4,484,937	\$389,534	9.51%
2 Contracted Services	\$387,233	\$557,410	\$180,001	(\$377,409)	-67.71%
3 Supplies/Materials	\$203,659	\$150,750	\$149,391	(\$1,359)	-0.90%
4 Other Charges	\$132,316	\$1,188,084	\$1,155,935	(\$32,149)	-2.71%
5 Land, Bldg, Equip Additional	\$0	\$20,000	\$0	(\$20,000)	-100.00%
9 Transfers	\$2,274,225	\$3,000,000	\$3,000,000	\$0	0.00%
	\$7,350,788	\$9,011,647	\$8,970,264	(\$41,383)	-0.46%

Category 13 - Special Education Changes - FY 2016

Non-Restricted Budget Changes

1. Increase in contractual services to align budget with actual needs and usage	\$	1,000,000
2. Increase in hourly one-on-one assistants to align budget with actual needs and usage		700,000
3. Increase to fund negotiated agreement - 2.5% COLA		522,028
4. Increase to fund negotiated agreement - 1.0% Bonus		247,684
5. Increase in hourly one-on-one assistants and other hourly funds		111,450
6. Decrease in vacation payout		(10,000)
7. Reduction of funds necessary for prior year negotiated bonus		(736,383)
8. Changes in salaries, due mostly to hiring turnover		(209,942)
9. Funds for legal fees transferred from category 01 - Administration to better align with actual and anticipated expenditures		10,000
10. Decrease in occupational and physical therapy and other contracted services		(17,038)
11. Increase in special education instructional supplies & materials		7,313
12. Increase in mileage and other charges		<u>20,040</u>
Total Non-Restricted Increase - Category 13 - Special Education		1,645,152

Restricted Budget Net Decrease - Category 13 - Special Education		<u>(41,383)</u>
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TOTAL INCREASE - Category 13 - Special Education	\$	1,603,769
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CARROLL COUNTY PUBLIC SCHOOLS
APPROVED BUDGET - UNRESTRICTED FUNDS
 CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
SPECIAL EDUCATION				
Positions				
1. Exempt	284.40	289.90	289.60	292.60
2. Non-Exempt	150.80	147.80	147.80	147.80
Total Positions	<u>435.20</u>	<u>437.70</u>	<u>437.40</u>	<u>440.40</u>
1 Salaries				
Assistants	\$3,423,145	\$3,309,053	\$3,396,614	\$3,396,614
Clerks & Secretaries	164,084	153,570	157,409	157,409
Temporary Classified	2,076,193	1,419,953	1,492,953	2,192,953
Overtime Classified	636	600	0	0
Longevity Classified	6,027	5,510	5,648	5,648
Classified Educational Add-Ons	37,593	37,923	38,673	38,673
Classified Vacation Payoff	3,594	0	0	0
Substitute Teachers	358,099	409,450	405,000	405,000
Teachers	16,360,429	16,137,393	16,232,940	16,532,940
Other Professionals	1,174,761	1,058,651	1,185,584	1,185,584
Temporary Other Professionals	53,037	29,000	59,000	59,000
Temporary Educational - Home Teaching	0	100,000	100,000	100,000
Temporary Educational - Other	294,865	159,900	168,350	168,350
Educational Add-Ons	60,480	60,480	60,480	60,480
Other Professional Vacation Payoff	17,108	15,000	5,000	5,000
Team Leaders	65,800	65,800	72,800	72,800
Department Chairman	30,000	30,000	32,000	32,000
Student Service Coordinators	4,620	2,620	1,048	1,048
Summer Work	20,795	20,795	20,795	20,795
Employee Bonus	0	736,383	247,684	247,684
Insurance Opt-Out	22,250	22,883	17,822	17,822
Hiring Turnover (F.T.E.)	0	(230,000)	(230,000)	(230,000)
Object Total	<u>24,173,516</u>	<u>23,544,964</u>	<u>23,469,800</u>	<u>24,469,800</u>
2 Contracted Services				
Maintenance & Repair of Equipment	330	1,000	1,000	1,000
Printing & Binding	3,204	4,500	3,000	3,000
Advertising	712	0	0	0
Rental of Business Machines	29,040	31,499	27,686	27,686
Legal Fees	81,819	90,000	100,000	100,000
Rental of Motor Vehicles	115	500	0	0
Occupational/Physical Therapy	0	35,000	1,000	1,000
Other Contracted Services	2,138,122	1,083,905	1,106,681	1,806,681
Object Total	<u>2,253,342</u>	<u>1,246,404</u>	<u>1,239,367</u>	<u>1,939,367</u>

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
SPECIAL EDUCATION - continued				
3 Supplies and Materials				
Office Supplies	8,453	10,550	10,100	10,100
Books & Periodicals	0	500	500	500
Food	6,465	11,500	7,500	7,500
Textbooks	587	1,850	1,500	1,500
Library Media	2,174	1,000	1,500	1,500
General Supplies	220,644	214,528	224,266	224,266
Library Media Supplies	0	200	200	200
Computer Equipment < \$ 5,000	15,262	4,000	4,000	4,000
Sensitive Items Non-I.T.	6,522	5,300	7,500	7,500
Other Supplies & Materials	2,157	2,200	1,875	1,875
Object Total	<u>262,264</u>	<u>251,628</u>	<u>258,941</u>	<u>258,941</u>
4 Other Charges				
Local Mileage Reimbursement	57,094	38,150	58,000	58,000
License Fees	32,658	0	0	0
Postage	3,254	4,350	5,350	5,350
Dues	271	900	900	900
Subscriptions	2,423	1,900	1,290	1,290
Conferences & Trainings	1,671	1,750	1,750	1,750
Admissions/Entrance Fees	70	700	500	500
Miscellaneous - Other Charges	21,426	0	0	0
Object Total	<u>118,867</u>	<u>47,750</u>	<u>67,790</u>	<u>67,790</u>
5 Equipment Additional				
Classroom Furniture & Equipment	5,003	0	0	0
Object Total	<u>5,003</u>	<u>0</u>	<u>0</u>	<u>0</u>
9 Transfers				
Other Transfers MD L.E.A.'s	38,506	48,000	48,000	48,000
Other Out-Going Transfers	2,484,833	3,000,000	3,000,000	3,000,000
Object Total	<u>2,523,339</u>	<u>3,048,000</u>	<u>3,048,000</u>	<u>3,048,000</u>
TOTAL SPECIAL EDUCATION	\$29,336,331	\$28,138,746	\$28,083,898	\$29,783,898

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
SPECIAL EDUCATION				
Positions				
1. Exempt	42.80	39.50	40.60	40.60
2. Non-Exempt	50.30	51.20	51.10	51.10
Total Positions	<u>93.10</u>	<u>90.70</u>	<u>91.70</u>	<u>91.70</u>
1 Salaries				
Assistants	\$1,024,069	\$1,029,789	\$1,114,991	\$1,114,991
Clerks & Secretaries	131,673	131,673	134,965	134,965
Temporary Classified	750,868	505,870	553,000	553,000
Classified Educational Add-Ons	15,760	15,674	15,993	15,993
Longevity Classified	1,370	1,370	1,404	1,404
Substitute Employees	76,654	31,849	31,849	31,807
Teachers	2,271,702	2,276,466	2,418,842	2,467,804
Other Professionals	29,822	29,822	30,567	30,567
Temporary Educational	47,563	68,960	54,205	130,565
Insurance Opt-Out	3,874	3,930	3,841	3,841
Object Total	<u>4,353,355</u>	<u>4,095,403</u>	<u>4,359,657</u>	<u>4,484,937</u>
2 Contracted Services				
Printing & Binding	583	1,500	1,500	1,500
Rental of Business Machines	3,273	2,309	2,309	2,309
Consultants	3,375	0	0	0
Other Contracted Services	380,002	553,601	151,918	176,192
Object Total	<u>387,233</u>	<u>557,410</u>	<u>155,727</u>	<u>180,001</u>
3 Supplies and Materials				
Office Supplies	180	0	0	0
Food	727	0	1,000	1,000
General Supplies	186,308	150,750	87,693	148,391
Computer Equipment < \$ 5,000	9,710	0	0	0
Sensitive Items Non-I.T.	6,201	0	0	0
Other Supplies & Materials	533	0	0	0
Object Total	<u>203,659</u>	<u>150,750</u>	<u>88,693</u>	<u>149,391</u>

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
SPECIAL EDUCATION - continued				
4 Other Charges				
Local Mileage Reimbursement	92,181	84,084	26,335	26,335
Postage	1,380	0	0	0
Subscriptions	0	0	2,000	2,000
Conferences & Trainings	14,455	19,000	18,500	19,100
Admissions/Entrance Fees	1,050	0	1,000	1,000
Miscellaneous-Other Charges	<u>23,250</u>	<u>1,085,000</u>	<u>1,107,500</u>	<u>1,107,500</u>
Object Total	132,316	1,188,084	1,155,335	1,155,935
5 Equipment Additional				
Classroom Furniture & Equipment	<u>0</u>	<u>20,000</u>	<u>0</u>	<u>0</u>
Object Total	0	20,000	0	0
9 Transfers				
Other Out-Going Transfers	<u>2,274,225</u>	<u>3,000,000</u>	<u>3,000,000</u>	<u>3,000,000</u>
Object Total	2,274,225	3,000,000	3,000,000	3,000,000
TOTAL SPECIAL EDUCATION	\$7,350,788	\$9,011,647	\$8,759,412	\$8,970,264

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	27.90	
Special Education Assistant - Autism	2.00	
Special Education Assistant - BEST	3.60	
Special Education Assistant - LFI	5.00	
Special Education Assistant - Vision Impaired	2.00	
Special Education Paraprofessionals	<u>6.00</u>	
	47.50	1,114,991
Classroom Assistants - Unrestricted		
PRIDE Instructional Assistant	1.00	
Special Education Assistant	103.30	
Special Education Assistant - Autism	5.00	
Special Education Assistant - BEST	9.00	
Special Education Assistant - LFI	16.00	
Special Education Assistant - Vision Impaired	3.00	
Special Education Paraprofessionals	<u>6.50</u>	
	143.80	<u>3,396,614</u>
Total Classroom Assistants - Restricted and Non-Restricted	191.30	4,511,605
Clerical Positions - Restricted		
Secretary III - 12 Month	1.60	
Medicaid Reimbursement Technician	1.00	
Clerk II - 12 Month	<u>1.00</u>	
	3.60	134,965
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>157,409</u>
Total Existing Clerical - Restricted and Non-Restricted	7.60	<u>292,374</u>
Total Classified Positions - Restricted and Non-Restricted	198.90	4,803,979

SPECIAL EDUCATION

SALARIES AND WAGES - continued

**APPROVED
BUDGET**

Professional Positions - Unrestricted

	Full-Time Equivalent	
Director - Special Education	1.00	
Supervisor - Special Education	4.00	
Principals - Carroll Springs	1.00	
Coordinator - Autism Program	1.00	
Coordinator - Legal & Compliance	1.00	
Coordinator - Early Intervention Services	1.00	
Coordinator - Educational Intervention	1.00	
Coordinator - Non Public	1.00	
Coordinator - Post Secondary Programs	1.00	
Assistive Technology Consultant	1.00	
Early Intervention Consultant	1.00	
Elementary Special Education Consultant	1.00	
Instructional Consultant - Intervention / Assessments	1.00	
Secondary Special Education Consultant	2.00	
Parent / Child Worker	1.00	
Speech Pathologist	50.10	
Career Tech Support Services	1.00	
Adapted Physical Education	6.80	
Art	0.60	
General Music - Elementary/Middle	0.60	
Infants & Toddlers	2.90	
Interpreter	1.00	
Learning For Independence (LFI) Teacher	28.00	
Special Education Resource	130.10	
Special Education Resource - Autism	13.00	
Pre-Kindergarten - Special Education Teacher	6.00	
Hearing Impaired	1.00	
Visually Impaired	2.00	
Occupational Therapist	8.30	
Certified Occupational Therapist Assistant	3.00	
Physical Therapist	3.80	
Physical Therapist Assistant	0.00	
BEST Teacher	<u>15.40</u>	
	292.60	17,718,524

SPECIAL EDUCATION

SALARIES AND WAGES - continued

Professional Positions - Restricted

	Full-Time Equivalent	
Adapted Physical Education	2.00	
Certified Occupational Therapist Assistant	0.60	
Grants Analyst	0.40	
Hearing Resource	1.00	
Infants & Toddlers	0.80	
Learning For Independence (LFI) Teacher	2.00	
Parent Educator	1.00	
Physical Therapist	2.00	
Physical Therapist Assistant	1.00	
Special Education Resource	12.00	
Special Education Resource - Autism	2.00	
Special Education Resource - Best	1.00	
Special Education Resource - Pre-Kindergarten	4.00	
Speech Pathologist	8.30	
Occupational Therapist	1.50	
Special Education Consulting Teacher	<u>1.00</u>	
	40.60	<u>2,498,371</u>

Total Professional Positions - Unrestricted & Restricted

333.20

20,216,895

Total Special Education Positions

532.10

25,020,874

Temporary Classified - 1:1 Assistants Hourly

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

a. Hourly Assistants 1:1	Unrestricted	2,104,953	
b. Extended School Year Services for Disabled Students (#101)	Unrestricted	<u>88,000</u>	
		2,192,953	
c. IDEA: Part B: State Pass-through (#010)	Restricted	550,000	
d. IDEA Part B - Local Priority Flexibility	Restricted	2,500	
e. IDEA Part B (619) - Infants & Toddlers (#097)	Restricted	<u>500</u>	
		553,000	

2,745,953

Substitute Teachers

Wages paid to persons substituting for teachers on sick leave.

a. Special Education	Unrestricted	405,000	
b. IDEA: Part B: State Pass-through (#010)	Restricted	30,000	
c. IDEA: Part B: Discretionary: SECAC (#180)	Restricted	<u>1,807</u>	

436,807

SPECIAL EDUCATION

**APPROVED
BUDGET**

SALARIES AND WAGES - continued

Home Teaching/Temporary Educational - Other

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

a. Special Education	Unrestricted	39,450	
b. Home & Hospital (Level VII)	Unrestricted	100,000	
c. Extended School Year Services for Disabled Students (#101)	Unrestricted	128,900	
d. Interpretation & Translation Services	Unrestricted	<u>59,000</u>	
			327,350
e. IDEA Part B - State Passthrough Supplemental (#030)	Restricted	47,509	
f. IDEA: Part B: Discretionary (#078)	Restricted	35,708	
g. IDEA Part B - Preschool Passthrough PPPSS (#089)	Restricted	850	
h. NCSC Professional Learning Grant (#207)	Restricted	11,190	
i. CLIG Discretionary (#226)	Restricted	11,000	
j. IDEA: Part B: State Pass-through PPPSS (#310)	Restricted	<u>24,308</u>	
			130,565

457,915

Professional Educational Add-Ons

Negotiated salary compensation for additional educational certificate.

Unrestricted 60,480

Vacation Payoff

Unrestricted 5,000

Longevity Classified

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

Unrestricted 5,648
Restricted 1,404

7,052

Team Leaders and Department Chairmen

Payments to Special Education Team Leaders and Department Chairmen

Unrestricted 104,800

Student Service Coordinators

Unrestricted 1,048

Classified Educational Add-Ons

Negotiated salary compensation for education certification.

Unrestricted 38,673
Restricted 15,993

54,666

Summer Work

Negotiated salary compensation for summer work.

Unrestricted 20,795

Insurance Opt-Out

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

Unrestricted 17,822
Restricted 3,841

21,663

Employee Bonus

Unrestricted 247,684

Hiring Turnover (F.T.E.)

Amounts anticipated to be developed through turnover.

Unrestricted (230,000)

TOTAL SALARIES AND WAGES

28,954,737

SPECIAL EDUCATION

CONTRACTED SERVICES		APPROVED BUDGET	
Maintenance & Repair of Equipment			
a. Specialized School - Carroll Springs School	Unrestricted		1,000
Printing and Binding			
Form costs for school Special Education programs, such as pre-printed I.E.P. forms			
a. Schools	Unrestricted	3,000	
b. IDEA Part B - Local Priority Flexibility (#078)	Restricted	<u>1,500</u>	
			4,500
Business Machine Rental			
Payments on lease purchase agreements for business machines.			
a. Schools including Carroll Springs	Unrestricted	16,742	
b. Special Education	Unrestricted	10,944	
c. IDEA Part B - Infants & Toddlers (#107)	Restricted	<u>2,309</u>	
			29,995
Legal Fees			
a. Special Education	Unrestricted		100,000
Occupational & Physical Therapy			
Individuals who contract as occupational and physical therapists for treatment of students with related conditions.			
a. Extended School Year Services for Disabled Students (#101)	Unrestricted		1,000
Other Contracted Services			
a. Contracted services for speech and language therapy services for extended school year program (#101).	Unrestricted	1,000	
b. Payments to other counties who provide Home & Hospital Teaching to hospitalized Carroll County Public School students.	Unrestricted	20,000	
c. To offset projected expenditures regarding Public School instruction programs within Special Education.	Unrestricted	<u>1,785,681</u>	
		1,806,681	
d. Medicaid (Medical Assistance) (#007)	Restricted	80,000	
e. IDEA Part B - Local Priority Flexibility (#078)	Restricted	2,000	
f. CLIG Discretionary (#226)	Restricted	24,274	
g. Infants & Toddlers State (#285)	Restricted	64,918	
h. IDEA: Part B: State Pass-through PPPSS (#310)	Restricted	<u>5,000</u>	
		176,192	
			1,982,873
TOTAL CONTRACTED SERVICES			2,119,368

SPECIAL EDUCATION

**APPROVED
BUDGET**

SUPPLIES AND MATERIALS

Office Supplies

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

a. Schools including Carroll Springs	Unrestricted	1,250
b. Special Education	Unrestricted	7,500
c. Extended School Year Services for Disabled Students (#101)	Unrestricted	350
d. Interpretation and Translation Services (#237)	Unrestricted	<u>1,000</u>

10,100

Books and Periodicals

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

a. Specialized School - Carroll Springs	Unrestricted	400
b. Elementary School	Unrestricted	<u>100</u>

500

Food

Snacks for children in activities, classes, and programs for special education.

a. Specialized Schools - Carroll Springs & Gateway	Unrestricted	650
b. Schools	Unrestricted	6,850
c. IDEA Part B - Local Priority Flexibility (#078)	Restricted	<u>1,000</u>

8,500

Textbooks

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

a. Specialized School	Unrestricted	1,000
b. Schools	Unrestricted	<u>500</u>

1,500

Library Media

a. Carroll Springs School	Unrestricted	1,500
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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	1,500
b. IDEA Part B - Local Priority Flexibility (#078)	Restricted	71,000
c. Infants & Toddlers State (#085)	Restricted	23,943
d. IDEA: Part B (619): Infants & Toddlers (#097)	Restricted	10,870
e. IDEA Part B - Infants & Toddlers (#107)	Restricted	4,891
f. IDEA Part B - Discretionary: SECAC (#180)	Restricted	500
g. NCSC Professional Learning Grant (#207)	Restricted	4,897
h. IDEA Part B - Supplemental One Time Funds (#230)	Restricted	25,790
i. IDEA: Part B: State Pass-through PPPSS (#310)	Restricted	<u>5,000</u>

148,391

j. Schools	Unrestricted	161,127
k. Specialized Schools - Carroll Springs & Gateway	Unrestricted	46,300
l. Special Education	Unrestricted	8,671
m. Extended School Year Services for Disabled Students (#101)	Unrestricted	500
n. Home & Hospital Teaching (#113)	Unrestricted	755
o. PRIDE - Elementary (#118)	Unrestricted	<u>6,913</u>

224,266

372,657

SPECIAL EDUCATION

		APPROVED BUDGET
SUPPLIES AND MATERIALS - continued		
Library Media Supplies		
a. Specialized Schools - Carroll Springs	Unrestricted	200
Computer Equipment < \$5,000		
a. Specialized Schools - Carroll Springs	Unrestricted	4,000
Sensitive Items - Non-I.T.		
a. Specialized Schools - Carroll Springs	Unrestricted	7,500
Other Non-Instructional Supplies & Materials		
a. Specialized Schools - Carroll Springs & Gateway	Unrestricted	<u>1,875</u>
TOTAL SUPPLIES AND MATERIALS		408,332
 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. Medicaid (Medical Assistance) (#007)	Restricted	1,000
b. IDEA Part B - Infants & Toddlers (#107)	Restricted	10,000
c. Infants & Toddlers State (#285)	Restricted	12,335
d. IDEA Part B - State Pass-through PPPSS (#310)	Restricted	<u>3,000</u>
		26,335
e. Middle School & High School	Unrestricted	550
f. Specialized Schools - Carroll Springs & Gateway	Unrestricted	1,250
g. Special Education	Unrestricted	38,000
h. Curriculum	Unrestricted	1,000
i. Extended School Year Services for Disabled Students (#101)	Unrestricted	700
j. Home & Hospital Teaching (#113)	Unrestricted	15,000
k. Interpretation and Translation Services (#237)	Unrestricted	<u>1,500</u>
		58,000
		84,335
 Postage		
Postage expenses for schools and school projects.		
a. Elementary, Middle & High Schools	Unrestricted	4,750
b. Carroll Springs School	Unrestricted	500
c. Extended School Year Services for Disabled Students (#101)	Unrestricted	<u>100</u>
		5,350
 Dues		
Membership in professional organizations.		
a. Carroll Springs School	Unrestricted	100
b. A & S Professional Development (#019)	Unrestricted	<u>800</u>
		900
 Subscriptions		
Subscriptions to newspapers, magazines and other publications for classrooms, professional libraries and media centers.		
a. IDEA Part B - Local Priority Flexibility (#078)	Restricted	2,000
b. Schools	Unrestricted	790
c. Carroll Springs School	Unrestricted	<u>500</u>
		3,290

SPECIAL EDUCATION

**APPROVED
BUDGET**

OTHER CHARGES - continued

Conferences & Trainings

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

a. Medicaid (3-21) (#007)	Restricted	2,000	
b. IDEA Part B - Local Priority Flexibility (#078)	Restricted	15,000	
c. IDEA Part B (619) - Infants & Toddlers (#097)	Restricted	1,500	
d. IDEA Part B - Local Priority Flexibility (#178)	Restricted	600	
e. Carroll Springs School	Unrestricted	500	
f. A & S Professional Development (#019)	Unrestricted	<u>1,250</u>	

20,850

Admission Fees

To cover admission fees for special education students.

a. IDEA Part B - Local Priority Flexibility (#078)	Restricted	1,000	
b. Schools	Unrestricted	<u>500</u>	

1,500

Miscellaneous - Other Charges

a. Medicaid (3-21) (#007)	Restricted	22,500	
b. Various Grant Carryovers (#800)	Restricted	820,000	
c. New Grants (#805)	Restricted	<u>265,000</u>	

1,107,500

TOTAL OTHER CHARGES

1,223,725

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	3,000,000	
Restricted	<u>3,000,000</u>	

6,000,000

TOTAL TRANSFERS

6,048,000

TOTAL SPECIAL EDUCATION

\$38,754,162

Textbooks and Instructional Supplies Category 16

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

Unrestricted Fund Summary	Actual 13-14	Approved 14-15	Approved 15-16	Approved Increase/ (Decrease)	% Change
16 Textbooks & Instructional Supplies					
3 Supplies/Materials	\$6,779,058	\$6,999,575	\$6,996,783	(\$2,792)	-0.04%
Restricted Fund Summary					
16 Textbooks & Instructional Supplies					
3 Supplies/Materials	\$922,090	\$714,628	\$970,002 ▲	\$255,374 ▲	35.74%

Category 16- Textbooks & Instructional Supplies
Changes - FY 2016

Non-Restricted Budget Changes

1. Decrease in other instructional supplies & materials	\$ (87,292)
2. Increase in budget for textbooks	<u>84,500</u>
Total Non-Restricted Decrease - Category 16- Textbooks & Instructional Supplies	(2,792)

Restricted Budget Net Increase - Category 16- Textbooks & Instructional Supplies 255,374

TOTAL INCREASE - Category 16- Textbooks & Instructional Supplies **\$ 252,582**

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
TEXTBOOKS & INSTRUCTIONAL SUPPLIES				
3 Supplies and Materials				
Office Supplies	(\$870)	\$0	\$0	\$0
Clothing & Footwear	21,302	21,750	21,700	21,700
Books & Periodicals	26,317	29,369	30,219	30,219
Food	33,832	48,929	47,589	47,589
Textbooks	1,134,138	1,141,929	1,226,429	1,226,429
Library Media	523,624	519,288	515,078	515,078
General Supplies	2,690,039	3,354,671	3,214,352	3,264,352
Library Media Supplies	77,604	88,888	93,044	93,044
Computer Equipment < \$5,000	1,994,504	1,726,995	1,727,993	1,727,993
Sensitive Items Non - I.T.	237,065	50,306	55,029	55,029
Vandalism Supplies	0	100	0	0
Other Supplies & Materials	41,503	17,350	15,350	15,350
Object Total	<u>6,779,058</u>	<u>6,999,575</u>	<u>6,946,783</u>	<u>6,996,783</u>
 TOTAL TEXTBOOKS & INSTRUCTIONAL SUPPLIES	 \$6,779,058	 \$6,999,575	 \$6,946,783	 \$6,996,783

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
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TEXTBOOKS & INSTRUCTIONAL SUPPLIES

3 Supplies and Materials				
Office Supplies	\$2,140	\$0	\$0	\$0
Clothing & Footwear	1,743	0	0	0
Books & Periodicals	14,265	10,500	3,803	3,803
Food	20,346	17,557	17,400	17,400
Textbooks	433,524	18,816	18,554	18,554
Library Media	61	0	0	0
General Supplies	309,202	580,855	557,268	574,712
Computer Equipment < \$5,000	122,500	81,300	85,300	335,300
Sensitive Items Non-I.T.	12,031	3,000	8,633	8,633
Other Supplies & Materials	6,278	2,600	12,600	11,600
Object Total	<u>922,090</u>	<u>714,628</u>	<u>703,558</u>	<u>970,002</u>

TOTAL TEXTBOOKS & INSTRUCTIONAL SUPPLIES	\$922,090	\$714,628	\$703,558	\$970,002
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TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

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

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

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

SUPPLIES AND MATERIALS

**APPROVED
BUDGET**

Clothing and Footwear

To cover cost of clothing for students.

a. High Schools	Unrestricted	500	
b. Outdoor School (#016)	Unrestricted	800	
c. Perkins Title I-C: Program Improvement - CCCTC (#029)	Unrestricted	400	
d. High School Academic Competition (#147)	Unrestricted	1,500	
e. Student Body Activities	Unrestricted	4,000	
f. Fine Arts	Unrestricted	<u>14,500</u>	

21,700

Books and Periodicals

Purchase of books and periodicals for instructional use.

a. NCLBA Title II-A: Teacher Quality (#062)	Restricted	1,303	
b. NCLB Title III-A: English Language Acquisition - LEP	Restricted	2,000	
c. NCLB Title I-A: Targeted Assistance (#020)	Restricted	<u>500</u>	3,803
d. Schools	Unrestricted	11,550	
e. Student Services - Guidance	Unrestricted	6,354	
f. Student Services - Psychological Testing	Unrestricted	665	
g. Perkins Title I-C: Program Improvement (#029)	Unrestricted	2,850	
h. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	1,000	
i. Pre-Kindergarten (#056)	Unrestricted	500	
j. Limited English Proficient (#238)	Unrestricted	2,500	
k. Multicultural Curriculum Development (#345)	Unrestricted	<u>4,800</u>	<u>30,219</u>

34,022

TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

**APPROVED
BUDGET**

SUPPLIES AND MATERIALS - continued

Food

a. NCLB Title I-A: Targeted Assistance (#020)	Restricted	15,200	
b. Judith P. Hoyer Early Learning Center (#036)	Restricted	1,400	
c. Continuing Education Fair (#166)	Restricted	300	
d. Community & Family Literacy (#179)	Restricted	<u>500</u>	17,400
e. Schools	Unrestricted	5,710	
f. Perkins Title I-C: Program Improvement (#029)	Unrestricted	1,350	
g. School Readiness - Elementary (#031)	Unrestricted	1,950	
h. Pre-Kindergarten (#056)	Unrestricted	34,920	
i. Carroll County Student Government Association (#098)	Unrestricted	459	
j. Limited English Proficient (#238)	Unrestricted	2,600	
k. Multicultural Curriculum Development (#345)	Unrestricted	<u>600</u>	<u>47,589</u>

64,989

Textbooks

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

a. Perkins Title I-C: Program Improvement (#029)	Restricted	14,550	
b. Fine Arts Initiatives (#305)	Restricted	<u>4,004</u>	18,554
c. Curriculum / System-Wide	Unrestricted	1,218,612	
d. High School	Unrestricted	2,500	
e. Perkins Title I-C: Program Improvement (#029)	Unrestricted	1,817	
f. Career Technology Education - Match (#429)	Unrestricted	<u>3,500</u>	<u>1,226,429</u>

1,244,983

Library Media

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

a. Schools	Unrestricted	333,884	
b. Resource Centers - System-Wide	Unrestricted	180,984	
c. Outdoor School (#016)	Unrestricted	<u>210</u>	

515,078

TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

**APPROVED
BUDGET**

SUPPLIES AND MATERIALS - continued

General Supplies

Consumable materials:

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

a. NCLB Title I-A: Targeted Assistance (#020)	Restricted	46,800	
b. Judy Center Expansion - Elmer Wolfe (#023)	Restricted	8,722	
c. Perkins Title I-C: Program Improvement (#029)	Restricted	9,750	
d. Title I 1003(a) Focus Grant RME (#041)	Restricted	11,500	
e. NCLBA Title II-A: Teacher Quality (#062)	Restricted	500	
f. Judy Center Expansion - Cranberry Station (#063)	Restricted	8,722	
g. Judith P. Hoyer Early Learning Center (#036)	Restricted	5,100	
h. Continuing Education Fair (#166)	Restricted	300	
i. Outdoor School Donations (#174)	Restricted	500	
j. Community & Family Literacy (#179)	Restricted	500	
k. Safe and Drug Free School Donations	Restricted	1,834	
l. Fine Arts Initiatives (#305)	Restricted	3,167	
m. NCLB Title III-A: English Language Acquisition - LEP (#128)	Restricted	12,000	
n. Parents as Teachers - Judy Center (#336)	Restricted	317	
o. Various Grants Carryover (#800)	Restricted	200,000	
New Grants (#805)	Restricted	<u>265,000</u>	574,712
p. Schools	Unrestricted	2,269,677	
q. System Wide	Unrestricted	250,000	
r. Assistant Superintendent - Instruction	Unrestricted	4,000	
s. Director of High Schools	Unrestricted	7,500	
t. Director of Middle Schools	Unrestricted	7,700	
u. Gateway School	Unrestricted	46,000	
v. Technology Services	Unrestricted	5,000	
w. Student Body Activities - Schools	Unrestricted	37,500	
x. Guidance	Unrestricted	20,000	
y. Student Services - Psychological Testing	Unrestricted	22,496	
z. Fine Arts	Unrestricted	12,500	
aa. Curriculum	Unrestricted	4,150	
bb. Gifted & Talented	Unrestricted	28,279	
cc. Outdoor School (#016)	Unrestricted	10,585	
dd. Serve America Sub-Grant (#024)	Unrestricted	3,000	
ee. Perkins Title I-C: Program Improvement (#029)	Unrestricted	317,120	
ff. Families Learning Together (#031)	Unrestricted	10,000	
gg. Summer School - High (#033)	Unrestricted	157	
hh. Student Support Center (#081)	Unrestricted	<u>2,117</u>	
Subtotal		3,057,781	

TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

**APPROVED
BUDGET**

SUPPLIES AND MATERIALS - continued

General Supplies - continued

ii. Environmental Education Projects (#116)	Unrestricted	3,300	
jj. Middle School Reading and Mathematics Intervention (#119)	Unrestricted	24,291	
kk. High School Dropout Prevention (#122)	Unrestricted	3,000	
ll. Distance Learning (#136)	Unrestricted	1,000	
mm. High School Academic Competition (#147)	Unrestricted	2,500	
nn. Summer School - Middle (#223)	Unrestricted	15,433	
oo. Limited English Proficient (#238)	Unrestricted	20,130	
pp. Local Intervention Initiatives - High School (#323)	Unrestricted	5,308	
qq. Local Intervention Initiatives - High School (#324)	Unrestricted	5,446	
rr. Local Intervention Initiatives - Targeted Poverty (#325)	Unrestricted	11,329	
ss. Career Technology Education - Match (#429)	Unrestricted	<u>114,834</u>	
Subtotal		206,571	<u>3,264,352</u>

3,839,064

Library Media Supplies

Purchase of filmstrips, transparencies, film for schools.

a. Schools	Unrestricted	92,094	
b. Gateway	Unrestricted	<u>950</u>	

93,044

Computer Equipment < \$5,000

a. NCLB Title I-A: Targeted Assistance (#020)	Restricted	4,000	
b. Perkins Title I-C: Program Improvement (#029)	Restricted	81,300	
c. Kahlert Mounted Projectors Grant (#216)	Restricted	<u>250,000</u>	335,300
d. Schools	Unrestricted	49,943	
e. Technology Services	Unrestricted	1,625,000	
f. Perkins Title I-C: Program Improvement (#029)	Unrestricted	3,050	
g. Career Technology Education - Match (#429)	Unrestricted	<u>50,000</u>	<u>1,727,993</u>

2,063,293

Sensitive Items Non-I.T.

a. Perkins Title I-C: Program Improvement (#029)	Restricted	3,000	
b. Fine Arts Initiatives (#305)	Restricted	<u>5,633</u>	8,633
c. Schools	Unrestricted	12,029	
d. Perkins Title I-C: Program Improvement (#029)	Unrestricted	8,000	
e. Career Technology Education - Match (#429)	Unrestricted	<u>35,000</u>	<u>55,029</u>

63,662

Other Supplies & Materials

a. Judith P. Hoyer Early Learning Center (#036)	Restricted	200	
b. Education Foundation Legacy Funds - Student Needs (#050)	Restricted	9,000	
c. Continuing Education Fair (#166)	Restricted	<u>2,400</u>	11,600
d. Schools	Unrestricted	3,000	
e. Gateway	Unrestricted	300	
f. Student Body Activities	Unrestricted	10,000	
g. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	300	
h. Limited English Proficient (#238)	Unrestricted	250	
i. Multicultural Curriculum Development (#345)	Unrestricted	<u>1,500</u>	<u>15,350</u>

26,950

TOTAL TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

\$7,966,785

Other Instructional Costs

Category 17

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

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

Unrestricted Fund Summary	Actual 13-14	Approved 14-15	Approved 15-16	Approved Increase/ (Decrease)	% Change
17 Other Instructional Costs					
2 Contracted Services	\$973,164	\$1,077,543	\$1,061,514	(\$16,029)	-1.49%
4 Other Charges	\$428,737	\$577,061	\$495,743	(\$81,318)	-14.09%
5 Land, Bldg, Equip Additional	\$64,912	\$81,000	\$71,000	(\$10,000)	-12.35%
6 Land, Bldg, Equip Replacement	\$43,452	\$36,000	\$26,400	(\$9,600)	-26.67%
9 Transfers	\$145,240	\$227,000	\$227,000	\$0	0.00%
	\$1,655,505	\$1,998,604	\$1,881,657	(\$116,947)	-5.85%
Restricted Fund Summary					
17 Other Instructional Costs					
2 Contracted Services	\$301,963	\$261,707	\$226,900	(\$34,807)	-13.30%
4 Other Charges	\$173,168	\$499,779	\$476,661	(\$23,118)	-4.63%
5 Land, Bldg, Equip Additional	\$110,007	\$45,600	\$50,028	\$4,428	9.71%
6 Land, Bldg, Equip Replacement	\$2,500	\$0	\$0	\$0	0.00%
9 Transfers	\$28,105	\$43,900	\$35,729	(\$8,171)	-18.61%
	\$615,743	\$850,986	\$789,318	(\$61,668)	-7.25%

Category 17- Other Instructional Costs
Changes - FY 2016

Non-Restricted Budget Changes

1. Decrease in instructional software license fees	\$ (89,280)
2. Decrease in contracted services and other instructional costs	(48,291)
3. Decrease in contracted services to help fund PSATs for 10th graders (funds moved to category 01)	(29,000)
4. Decrease in equipment for career and technology education	(19,600)
5. Increase in other instructional costs for Judy Center program as part of cost neutral reorganization	18,073
6. Increase in test scoring for career and technology education certifications	<u>51,151</u>
Total Non-Restricted Decrease - Category 17- Other Instructional Costs	(116,947)

Restricted Budget Net Decrease - Category 17- Other Instructional Costs (61,668)

TOTAL DECREASE - Category 17- Other Instructional Costs **\$ (178,615)**

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-2016	Approved Budget 2015-2016
OTHER INSTRUCTIONAL COSTS				
2 Contracted Services				
Printing & Binding	\$19,919	\$26,342	\$25,392	\$25,392
Rental of Business Machines	377,840	430,261	426,831	426,831
Consultants	16,095	28,500	28,500	28,500
Laundry & Cleaning	30,000	35,000	35,000	35,000
Test Scoring	49,914	10,680	61,831	61,831
Game Officials	225,893	246,600	246,600	246,600
Outdoor School Meals	22,056	28,000	28,000	28,000
Other Contracted Services	<u>231,447</u>	<u>272,160</u>	<u>238,360</u>	<u>209,360</u>
Object Total	973,164	1,077,543	1,090,514	1,061,514
4 Other Charges				
Local Mileage Reimbursement	94,878	139,943	133,698	133,698
License Fees	149,708	207,280	118,000	118,000
Postage	291	0	0	0
Dues	6,127	10,935	9,484	9,484
Subscriptions	70,401	77,863	77,248	77,248
Conferences & Trainings	58,803	81,340	78,340	78,340
Admissions/Entrance Fees	34,977	53,200	54,200	54,200
Donations/Memorials	2,659	0	0	0
Miscellaneous - Other Charges	<u>10,893</u>	<u>6,500</u>	<u>6,700</u>	<u>24,773</u>
Object Total	428,737	577,061	477,670	495,743
5 Equipment Additional				
Data Processing Equipment	13,961	0	0	0
Classroom Furniture & Equipment	50,951	81,000	71,000	71,000
Storage Shed	0	0	0	0
Object Total	64,912	81,000	71,000	71,000
6 Equipment Replacement				
Data Processing Equipment	0	6,000	1,400	1,400
Audio/Visual Equipment	7,879	0	0	0
Classroom Furniture & Equipment	<u>35,573</u>	<u>30,000</u>	<u>25,000</u>	<u>25,000</u>
Object Total	43,452	36,000	26,400	26,400
9 Transfers				
Out-Going Transfers to Other MD LEA's	49,649	45,000	45,000	45,000
Other Out-Going Transfers	<u>95,591</u>	<u>182,000</u>	<u>182,000</u>	<u>182,000</u>
Object Total	145,240	227,000	227,000	227,000
TOTAL OTHER INSTRUCTIONAL COSTS	\$1,655,505	\$1,998,604	\$1,892,584	\$1,881,657

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
OTHER INSTRUCTIONAL COSTS				
2 Contracted Services				
Consultants	\$46,359	\$34,100	\$7,600	\$7,600
Rental of Motor Vehicle	750	0	0	0
Test Scoring	3,750	0	0	0
Outdoor School Meals	124,371	132,000	132,000	132,000
Other Contracted Services	<u>126,733</u>	<u>95,607</u>	<u>87,300</u>	<u>87,300</u>
Object Total	301,963	261,707	226,900	226,900
4 Other Charges				
Local Mileage Reimbursement	5,814	10,811	7,018	7,018
License Fees	73,146	0	0	0
Dues	1,490	2,500	625	625
Subscriptions	0	500	0	0
Conferences & Trainings	57,257	85,268	34,318	34,318
Admissions/Entrance Fees	30,779	20,500	36,500	37,500
Donations/Memorials	1,687	0	0	0
Miscellaneous - Other Charges	<u>2,995</u>	<u>380,200</u>	<u>381,200</u>	<u>397,200</u>
Object Total	173,168	499,779	459,661	476,661
5 Equipment Additional				
Data Processing Equipment	53,262	800	0	0
Classroom Furniture & Equipment	<u>56,745</u>	<u>44,800</u>	<u>50,028</u>	<u>50,028</u>
Object Total	110,007	45,600	50,028	50,028
6 Equipment Replacement				
Classroom Furniture & Equipment	<u>2,500</u>	<u>0</u>	<u>0</u>	<u>0</u>
Object Total	2,500	0	0	0
9 Transfers				
Other Out-Going Transfers	<u>28,105</u>	<u>43,900</u>	<u>35,729</u>	<u>35,729</u>
Object Total	28,105	43,900	35,729	35,729
TOTAL OTHER INSTRUCTIONAL COSTS	\$615,743	\$850,986	\$772,318	\$789,318

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. Schools	Unrestricted	10,100	
b. Director of High Schools	Unrestricted	10,192	
c. Student Body Activities	Unrestricted	1,000	
d. Curriculum	Unrestricted	1,350	
e. Perkins Title I-C: Program Improvement (#029)	Unrestricted	1,750	
f. School Readiness - Elementary (#031)	Unrestricted	<u>1,000</u>	

25,392

Rental of Business Machines

Payments on lease purchase agreements and maintenance agreements for data processing equipment used in instructional activities. Items include reading systems and copiers for school based personnel.

a. Schools	Unrestricted	384,037	
b. Student Services	Unrestricted	2,000	
c. Media/Resource Center	Unrestricted	2,212	
d. Outdoor School (#016)	Unrestricted	750	
e. Perkins Title I-C: Program Improvement (#029)	Unrestricted	31,000	
f. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	2,652	
g. Student Support Center (#081)	Unrestricted	3,080	
h. PRIDE - Elementary (#118)	Unrestricted	<u>1,100</u>	

426,831

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. NCLBA Title III: English Language Acquisition (#128)	Restricted	7,000	
b. Fine Arts Initiatives (#305)	Restricted	<u>600</u>	7,600
c. Fine Arts	Unrestricted	9,000	
d. Curriculum	Unrestricted	3,500	
e. Limited English Proficient (#238)	Unrestricted	3,000	
f. Multicultural Curriculum Development (#345)	Unrestricted	12,500	
g. Career Technology Education - Match (#429)	Unrestricted	<u>500</u>	<u>28,500</u>

36,100

OTHER INSTRUCTIONAL COSTS

**APPROVED
BUDGET**

CONTRACTED SERVICES - continued

Laundry and Cleaning

Cost which allows each of eight (8) high schools to clean and recondition athletic equipment for football and lacrosse.

a. Student Body Activities	Unrestricted			35,000
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Test Scoring

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

Game Officials

To cover the cost of officials for various student sports.

a. Student Body Activities	Unrestricted			246,600
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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. NCLBA Title I-A: Targeted Assistance (#020)	Restricted	10,100		
b. Judith P. Hoyer Early Learning Center (#036)	Restricted	58,300		
c. NCLB Title III-A: English Language Acquisition-LEP (#128)	Restricted	900		
d. Substance Abuse Screening (#159)	Restricted	12,000		
e. Continuing Education Fair (#166)	Restricted	<u>6,000</u>	87,300	
f. Director of High Schools	Unrestricted	17,000		
g. Gateway School	Unrestricted	25,000		
h. Student Body Activities	Unrestricted	92,600		
i. Fine Arts	Unrestricted	3,060		
j. Curriculum	Unrestricted	12,500		
k. Student Personnel Services/ All Levels	Unrestricted	2,500		
l. Perkins Title I-C: Program Improvement (#029)	Unrestricted	19,000		
m. ADA Accommodations (#090)	Unrestricted	13,000		
n. Limited English Proficient (#238)	Unrestricted	1,000		
o. Multicultural Curriculum Development (#345)	Unrestricted	18,700		
p. Career Technology Education - Match (#429)	Unrestricted	<u>5,000</u>	<u>209,360</u>	
				<u>296,660</u>

TOTAL CONTRACTED SERVICES

1,288,414

OTHER INSTRUCTIONAL COSTS

**APPROVED
BUDGET**

OTHER CHARGES

Local Mileage Reimbursement

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

a. NCLBA Title I-A: Targeted Assistance (#020)	Restricted	900		
b. NCLBA Title II-A: Teacher Quality (#062)	Restricted	1,624		
c. Judith P. Hoyer Early Learning Center (#036)	Restricted	1,000		
d. Parents As Teachers (PAT) - Judy Center (#336)	Restricted	<u>3,494</u>	7,018	
e. Schools	Unrestricted	8,510		
f. Gateway	Unrestricted	250		
g. Curriculum	Unrestricted	21,600		
h. Student Services - Guidance	Unrestricted	10,000		
i. Student Services - Psychological Testing	Unrestricted	19,000		
j. Staff Development	Unrestricted	5,500		
k. Outdoor School (#016)	Unrestricted	2,000		
l. Serve America Sub-Grant (#024)	Unrestricted	163		
m. Perkins Title I-C: Program Improvement (#029)	Unrestricted	14,600		
n. Families Learning Together (#031)	Unrestricted	13,600		
o. Pre-Kindergarten (#056)	Unrestricted	500		
p. Carroll County Student Government Association (#098)	Unrestricted	275		
q. Home & Hospital Teaching (#113)	Unrestricted	15,000		
r. Interpretation and Translation Services (#237)	Unrestricted	1,500		
s. Limited English Proficient (#238)	Unrestricted	20,000		
t. Transitions Project (#361)	Unrestricted	1,000		
u. Career Technology Education - Match (#429)	Unrestricted	<u>200</u>	<u>133,698</u>	
				140,716

License Fees

a. Technology Services	Unrestricted	100,000		
b. Curriculum	Unrestricted	17,500		
c. Career Technology Education - Match (#429)	Unrestricted	<u>500</u>		
				118,000

Dues

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

a. NCLBA Title I-A: Targeted Assistance (#020)	Restricted	500		
b. NCLB Title III-A: English Language Acquisition - LEP (#12)	Restricted	<u>125</u>	625	
c. Schools	Unrestricted	2,900		
d. Student Services - Guidance	Unrestricted	2,000		
e. Staff Development	Unrestricted	500		
f. Perkins Title I-C: Program Improvement (#029)	Unrestricted	1,600		
g. Carroll County Student Government Association (#098)	Unrestricted	184		
h. Career Technology Education - Match (#429)	Unrestricted	<u>2,300</u>	<u>9,484</u>	
				10,109

OTHER INSTRUCTIONAL COSTS

**APPROVED
BUDGET**

OTHER CHARGES - continued

Subscriptions

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

a. Schools	Unrestricted	67,615	
b. Gateway	Unrestricted	1,710	
c. Student Services - Guidance	Unrestricted	3,121	
d. Student Services - Psychological Testing	Unrestricted	202	
e. Outdoor School (#016)	Unrestricted	650	
f. Perkins Title I-C: Program Improvement (#029)	Unrestricted	<u>3,950</u>	

77,248

Conferences & Trainings

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

a. NCLBA Title I-A: Targeted Assistance (#020)	Restricted	5,000	
b. Perkins Title I-C: Program Improvement (#029)	Restricted	1,200	
c. Judith P. Hoyer Early Learning Center (#036)	Restricted	100	
d. CTE Reserve Fund Project (#129)	Restricted	26,968	
e. NCLB Title III-A: English Language Acquisition - LEP (#12)	Restricted	<u>1,050</u>	34,318
f. Schools	Unrestricted	10,850	
g. Student Personnel Services	Unrestricted	4,700	
h. Curriculum	Unrestricted	7,000	
i. Staff Development	Unrestricted	7,300	
j. Gateway School	Unrestricted	400	
k. Outdoor School (#016)	Unrestricted	3,000	
l. Perkins Title I-C: Program Improvement (#029)	Unrestricted	8,000	
m. Families Learning Together (#031)	Unrestricted	3,500	
n. Carroll County Student Government Association (#098)	Unrestricted	1,000	
o. Interpretation and Translation Services (#237)	Unrestricted	7,240	
p. Limited English Proficient (#238)	Unrestricted	2,150	
q. Multicultural Curriculum Development (#345)	Unrestricted	3,200	
r. Career Technology Education - Match (#429)	Unrestricted	<u>20,000</u>	<u>78,340</u>

112,658

OTHER INSTRUCTIONAL COSTS

**APPROVED
BUDGET**

OTHER CHARGES - continued

Admission Fees

a. NCLBA Title I-A: Targeted Assistance (#020)	Restricted	36,000		
b. Education Foundation Legacy Funds-Unmet Student Needs	Restricted	1,000		
c. Community and Family Literacy (#179)	Restricted	<u>500</u>	37,500	
d. Gateway School	Unrestricted	2,200		
e. Concurrent Enrollment	Unrestricted	25,000		
f. Student Body Activities	Unrestricted	6,500		
g. In-Kind Services from Carroll County Government (#052)	Unrestricted	20,000		
h. Limited English Proficient (#238)	Unrestricted	<u>500</u>	<u>54,200</u>	
				91,700

Miscellaneous Other Charges

a. Judy Center Expansion - Elmer Wolfe (#023)	Restricted	8,000		
b. Judy Center Expansion - Cranberry Station (#063)	Restricted	8,000		
c. Judith P. Hoyer Early Learning Center (#036)	Restricted	1,000		
d. Community and Family Literacy (#179)	Restricted	200		
e. Various Grants Carryover (#800)	Restricted	300,000		
f. New Grants (#805)	Restricted	<u>80,000</u>	397,200	
g. Gateway School	Unrestricted	500		
h. Student Services - Guidance	Unrestricted	5,000		
i. Perkins Title I-C: Program Improvement (#029)	Unrestricted	1,200		
j. Judy Center Expansion (#031)	Unrestricted	<u>18,073</u>	<u>24,773</u>	<u>421,973</u>

TOTAL OTHER CHARGES

972,404

EQUIPMENT ADDITIONAL

Classroom Furniture and Equipment

a. Perkins Title I-C: Program Improvement (#029)	Restricted	44,800		
b. Fine Arts Initiatives (#305)	Restricted	<u>5,228</u>	50,028	
c. Student Body Activities	Unrestricted	11,000		
d. Perkins Title I-C: Program Improvement (#029)	Unrestricted	10,000		
e. Career Technology Education - Match (#429)	Unrestricted	<u>50,000</u>	<u>71,000</u>	
				<u>121,028</u>

TOTAL EQUIPMENT ADDITIONAL

121,028

OTHER INSTRUCTIONAL COSTS

**APPROVED
BUDGET**

EQUIPMENT REPLACEMENT			
 Data Processing Equipment			
a. School	Unrestricted	1,400	
TOTAL EQUIPMENT REPLACEMENT			1,400
EQUIPMENT ADDITIONAL			
 Classroom Furniture & Equipment			
a. Career Technology Education - Match (#429)	Unrestricted	25,000	
TOTAL EQUIPMENT ADDITIONAL			25,000
TRANSFERS			
 Out-Going Transfers to Other MD LEA's			
Student Personnel Services:			
a. Out-Going Transfers to Other MD LEA's	Unrestricted		45,000
 Other Out-Going Transfers			
a. NCLBA Title I-A: Targeted Assistance (#020)	Restricted	20,275	
b. NCLBA Title II-A: Teacher Quality (#062)	Restricted	<u>15,454</u>	35,729
c. Adjudicated Youth Placement costs	Unrestricted		<u>182,000</u>
TOTAL TRANSFERS			262,729
TOTAL OTHER INSTRUCTIONAL COSTS			\$2,670,975



Section III

Debt Service Fund & Food Service Fund

Debt Service Fund

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

Debt Service Fund Summary	Actual 13-14	Approved 14-15	Proposed 15-16	Proposed Increase/ (Decrease)	% Change
14 Debt Service					
Interest - Local Share	\$4,710,435	\$4,469,870	\$3,972,610	(\$497,260)	-11.12%
Principal - Local Share	\$9,028,724	\$9,071,190	\$8,634,910	(\$436,280)	-4.81%
Total Debt Service	\$13,739,159	\$13,541,060	\$12,607,520	(\$933,540)	-6.89%

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
EXPENDITURES				
Debt Service				
Interest - Local Share	\$4,710,435	\$4,469,870	\$3,972,610	\$4,469,870
Principal - Local Share	9,028,724	9,071,190	8,634,910	9,071,190
TOTAL DEBT SERVICE	<u>13,739,159</u>	<u>13,541,060</u>	<u>12,607,520</u>	<u>13,541,060</u>
 REVENUES				
Sources of Funding				
Local Government	<u>13,739,159</u>	<u>13,541,060</u>	<u>12,607,520</u>	<u>13,541,060</u>
TOTAL FUNDING	<u>\$13,739,159</u>	<u>\$13,541,060</u>	<u>\$12,607,520</u>	<u>\$13,541,060</u>

Food Service Fund

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

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

Food Service Fund Summary	Actual 13-14	Approved 14-15	Approved 15-16	Proposed Increase/ (Decrease)	% Change
08 Fixed Charges					
4 Other Charges	\$1,313,587	\$1,406,160	\$1,303,804	(\$102,356)	-7.28%
09 Food Services					
1 Salaries	\$2,222,609	\$2,253,634	\$2,134,710	(\$118,924)	-5.28%
2 Contracted Services	\$19,325	\$22,000	\$20,000	(\$2,000)	-9.09%
3 Supplies/Materials	\$2,593,989	\$2,500,000	\$2,550,000	\$50,000	2.00%
4 Other Charges	\$20,097	\$21,000	\$20,000	(\$1,000)	-4.76%
5 Land, Bldg, Equip Additional	\$0	\$10,000	\$10,000	\$0	0.00%
6 Land, Bldg, Equip Replacement	\$6,711	\$37,000	\$35,000	(\$2,000)	-5.41%
	\$6,176,318	\$6,249,794	\$6,073,514	(\$176,280)	-2.82%

**CARROLL COUNTY PUBLIC SCHOOLS
SOURCES OF REVENUE TO SUPPORT THE FOOD SERVICE FUND**

(Table 1-F)

FOOD SERVICE FUND REVENUES	APPROVED REVENUE 2013-14	APPROVED REVENUE 2014-15	APPROVED REVENUE 2015-16	INCREASE (DECREASE) OVER 2014-15	PERCENT INCREASE OVER 2014-15
I. Local Revenue	0	0	0	0	0.00%
Total Local Revenue	0	0	0	0	0.00%
II. Sale School Lunches/Various					
1. Child Breakfast	100,000	110,000	110,000	-	0.00%
2. Child Lunch	2,370,000	2,150,000	1,900,000	(250,000)	-11.63%
3. A La Carte	965,000	720,000	900,000	180,000	25.00%
4. Early Childhood Programs	10,000	9,000	10,000	1,000	11.11%
5. Miscellaneous	150,625	180,794	88,514	(92,280)	-51.04%
6. State Breakfast/Lunch	90,000	95,000	90,000	(5,000)	-5.26%
7. U.S.D.A. Commodities	375,000	375,000	375,000	-	0.00%
8. Federal Lunch	2,100,000	2,050,000	2,050,000	-	0.00%
9. Federal Breakfast	400,000	550,000	550,000	-	0.00%
10. Rebates	10,000	10,000	-	(10,000)	-100.00%
Total Sale Lunches/Various	6,570,625	6,249,794	6,073,514	(176,280)	-2.82%
TOTAL FOOD SERVICE	6,570,625	6,249,794	6,073,514	(176,280)	-2.82%

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
FOOD SERVICE FUND				
Positions				
1. Professional	2.00	2.00	2.00	2.00
2. Classified	129.11	101.35	101.35	101.35
Total Positions	<u>131.11</u>	<u>103.35</u>	<u>103.35</u>	<u>103.35</u>
1 Salaries and Wages				
Regular Classified	\$1,947,873	\$1,943,616	\$1,802,982	\$1,802,982
Temporary Classified	49,623	30,000	62,500	62,500
Regular Professional	171,609	167,423	171,608	171,608
Educational Add-Ons Classified	16,159	16,159	13,823	13,823
Overtime Classified	34,826	30,000	62,500	62,500
Employee Bonus	0	63,816	19,897	19,897
Insurance Opt-Out	2,519	2,620	1,400	1,400
Object Total	<u>2,222,609</u>	<u>2,253,634</u>	<u>2,134,710</u>	<u>2,134,710</u>
2 Contracted Services				
Maintenance & Repair of Equipment	0	1,000	0	0
Maintenance & Repair of Vehicles	0	1,000	0	0
Other Contracted Services	19,325	20,000	20,000	20,000
Object Total	<u>19,325</u>	<u>22,000</u>	<u>20,000</u>	<u>20,000</u>
3 Supplies and Materials				
Office Supplies	0	5,000	1,000	1,000
Clothing and Footwear	12,523	20,000	15,000	15,000
Equipment Maintenance & Repair Supplies	52,131	75,000	68,000	68,000
Non-Food Supplies	33,545	40,000	36,000	36,000
Food	2,395,929	2,200,000	2,300,000	2,300,000
Food Related Supplies	107,964	120,000	110,000	110,000
Other Food Service Supplies	3,573	20,000	10,000	10,000
Sensitive Items Non-I.T.	2,785	0	0	0
Computer Equipment < \$5,000	(15,786)	10,000	0	0
Other Non-Instr Sup & Mat	1,325	10,000	10,000	10,000
Object Total	<u>2,593,989</u>	<u>2,500,000</u>	<u>2,550,000</u>	<u>2,550,000</u>

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
4 Other Charges				
Local Mileage Reimbursement	6,131	5,000	6,000	6,000
License Fees	0	500	500	500
Postage	328	500	500	500
Food Locker Storage	3,358	8,000	3,500	3,500
Gasoline	6,646	4,200	6,700	6,700
Dues	280	800	800	800
Conferences & Trainings	742	1,500	1,500	1,500
Donations/Memorials	388	0	0	0
Miscellaneous - Other Charges	<u>2,224</u>	<u>500</u>	<u>500</u>	<u>500</u>
Object Total	20,097	21,000	20,000	20,000
5 Equipment Additional				
Cafeteria Equipment	<u>0</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
Object Total	0	10,000	10,000	10,000
6 Equipment Replacement				
Cafeteria Equipment	<u>6,711</u>	<u>37,000</u>	<u>35,000</u>	<u>35,000</u>
Object Total	6,711	37,000	35,000	35,000
TOTAL FOOD SERVICES	\$4,862,731	\$4,843,634	\$4,769,710	\$4,769,710

FOOD SERVICE FUND

Food Services consists of those activities where the manager prepares and serves regular and incidental meals.

SALARIES AND WAGES	APPROVED BUDGET
Existing Positions	
Professional	
Supervisor - Food Services	1.00
Assistant Supervisor - Food Services	<u>1.00</u>
	2.00
	\$171,608
Classified	
Secretary III - 12 Month	1.00
Cafeteria Managers - 10 Month	31.00
Cafeteria Assistant Manager - 10 Month	2.00
Cafeteria Workers - 10 Month	53.56
Pending Food Service Placements	<u>13.79</u>
Total Existing Classified Positions	101.35
	<u>1,802,982</u>
Total Existing Positions	103.35
Professional/Classified	\$1,974,590
Other Salaries	
Temporary Classified	62,500
Educational Add-Ons Classified	13,823
Overtime Classified	62,500
Employee Bonus	19,897
Insurance Opt-Out	<u>1,400</u>
TOTAL SALARIES AND WAGES	2,134,710
 CONTRACTED SERVICES	
Other Contracted Services	
Other contracts for service providers	20,000
 SUPPLIES AND MATERIALS	
Office Supplies	
Stationery, forms, other items for the Food Service Office.	1,000
Clothing and Footwear	
Uniforms for Food Services personnel as required by negotiated agreement.	15,000
Equipment Maintenance and Repair Supplies	
Purchase of parts used to repair and maintain equipment.	68,000

FOOD SERVICE FUND

	APPROVED BUDGET
SUPPLIES AND MATERIALS - continued	
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.	146,000
Food	
Provides funds to purchase food.	2,300,000
Other Food Service Supplies	
Supplies needed for Food Service operations.	10,000
Miscellaneous Non-Instructional Materials and Supplies	<u>10,000</u>
TOTAL SUPPLIES AND MATERIALS	2,550,000
OTHER CHARGES	
Local Mileage Reimbursement	
Reimbursement to personnel carrying out assigned duties.	6,000
License Fees	500
Postage	500
Rental of Food Lockers	
Rental of food storage locker where government commodities can be stored.	3,500
Gasoline	6,700
Other Expenses	
Dues and Subscriptions	800
Other Professional Development/A.T.S.P. Professional Development	
Training for professionals in Food Service	1,500
Miscellaneous - Other Charges	<u>500</u>
TOTAL OTHER CHARGES	20,000
EQUIPMENT ADDITIONAL	
Cafeteria Equipment	10,000
EQUIPMENT REPLACEMENT	
Cafeteria Equipment	35,000
TOTAL FOOD SERVICES	\$4,769,710

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

Object/Sub-Object	Actual Expenditures 2013-14	Approved Budget 2014-15	Proposed Budget 2015-16	Approved Budget 2015-16
FIXED CHARGES				
4 Other Charges				
Employee Fringe Benefits				
Employee Retirement	\$229,971	\$235,352	\$205,936	\$205,936
Employees Social Security	159,457	167,813	155,011	155,011
Sick Leave Conversion	25,087	30,000	30,000	30,000
Life Insurance	1,464	1,494	1,349	1,349
Long Term Disability	199	199	302	302
Optical Plan	346	529	162	162
Medical Insurance	743,564	805,602	746,305	746,305
Workers' Compensation	107,904	115,780	114,803	114,803
Dental Insurance	20,595	24,391	19,936	19,936
Employee Benefit Subsidy	25,000	25,000	30,000	30,000
Object Total	<u>1,313,587</u>	<u>1,406,160</u>	<u>1,303,804</u>	<u>1,303,804</u>
TOTAL FIXED CHARGES	\$1,313,587	\$1,406,160	\$1,303,804	\$1,303,804



Section IV

Grant Information & Enrollment Data

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

Estimated Funding / FTEs: \$ 5,360,082 / 68.50

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: \$ 297,200 / 2.20

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

Medicaid

Estimated Funding / FTEs: \$ 1,190,615 / 20.20

Purpose of Grant: To address academic and social needs of children in grades four through eight with school-based mentoring programs and activities.

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

Estimated Funding / FTEs: \$ 211,368 / 0.00

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

Judy Center Expansion

Estimated Funding / FTEs: \$ 330,000 / 4.00

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

No Child Left Behind Act (NCLBA)

Title I, Part A – Improving Basic Programs

Estimated Funding / FTEs: \$ 2,274,161 / 25.00

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.

NCLBA Title II, Part A –

Teacher and Principal Training & Recruiting

Estimated Funding / FTEs: \$ 561,302 / 2.30

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

NCLBA Title III – Limited English Proficient

Estimated Funding / FTEs: \$ 38,940 / 0.00

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

Assorted Small or New Grants

Estimated Funding / FTEs: \$ 840,000 / 3.30

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

Other Carry Forwards: \$ 2,250,000 / 0.00

FY 2016 Grant Summary – State Funding

Estimated Funding / FTEs: \$ 4,382,556 / 2.80

Aging Schools

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: \$ 250,430 / 1.80

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: \$ 310,070 / 1.00

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

Non-Public Placements

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

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

Parents As Teachers

Estimated Funding / FTEs: \$ 89,000 / 0.00

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

Quality Teacher Incentives

Estimated Funding / FTEs: \$ 236,701 / 0.00

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

Assorted Small Grants

Estimated Funding / FTEs: \$ 209,094 / 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

Other Carry Forwards: \$ 150,000 / 0.00

FY 2016 Grant Summary – Other Funding

Estimated Funding / FTEs: \$ 601,221 / 0.00

Tuition & Fees – Summer School Programs

Estimated Funding / FTEs: \$ 5,000 / 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.

Kahlert Foundation Projector Grant

Estimated Funding / FTEs: \$ 250,000 / 0.00

Purpose of Funds: Grant to assist in goal of mounting projectors in all classrooms.

Assorted Small Grants and Donations

Estimated Funding / FTEs: \$ 83,034 / 0.00

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

Other Carry Forwards: \$ 100,000 / 0.00

Individuals with Disabilities Education Act Funding Information

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

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

Carroll County Public Schools special education expenditures and federal special education revenues in the general operating fund for fiscal year 2014 through 2016 are:

	FY 2014	FY 2015	FY 2016
	(Actual)	(Budgeted)	(Budgeted)
Expenditures:			
Category 13 – Special Education	\$36,687,119	\$37,150,393	\$38,754,162
Category 08 – Fixed Charges – Special Education Portion	9,016,955	8,951,326	9,309,484
Category 05 – Student Transportation – Special Transportation Programs	<u>5,830,457</u>	<u>5,796,618</u>	<u>6,047,285</u>
Total Special Education Expenditures	\$51,534,531	\$51,898,337	\$54,110,931
Federal Funding Received Under IDEA	\$5,684,218	\$5,717,784	\$5,657,282
Percent of Costs Covered by IDEA	11.03%	11.02%	10.45%

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

(a) GRANTS TO STATES.—

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

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

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

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

(II) aged 6 through 21; multiplied by

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

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

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

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

SCHOOL ENROLLMENTS and ENROLLMENT PROJECTIONS

Elementary School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change Over Prior	Projected	
	11-12	12-13	13-14	14-15	15-16		16-17	17-18
CARROLLTOWNE ELEMENTARY	576	548	534	520	492	(28)	468	456
CHARLES CARROLL ELEMENTARY	307	285	270	271	262	(9)	244	240
CRANBERRY STATION ELEMENTARY	453	460	487	478	485	7	495	488
EBB VALLEY ELEMENTARY	496	505	501	470	454	(16)	451	441
ELDERSBURG ELEMENTARY	515	488	489	467	465	(2)	453	442
ELMER WOLFE ELEMENTARY	393	393	395	379	375	(4)	365	358
FREEDOM ELEMENTARY	537	533	491	488	457	(31)	440	437
FRIENDSHIP VALLEY ELEMENTARY	483	493	512	489	484	(5)	476	480
HAMPSTEAD ELEMENTARY	366	361	350	339	315	(24)	300	289
LINTON SPRINGS ELEMENTARY	682	663	627	590	582	(8)	572	561
MANCHESTER ELEMENTARY	573	603	574	593	597	4	583	592
MECHANICSVILLE ELEMENTARY	592	549	546	527	500	(27)	477	454
MT. AIRY ELEMENTARY	500	514	495	510	487	(23)	484	451
PARR'S RIDGE ELEMENTARY	489	459	451	434	431	(3)	421	410
PINEY RIDGE ELEMENTARY	599	599	610	598	599	1	577	587
ROBERT MOTON ELEMENTARY	428	397	398	401	379	(22)	364	349
RUNNYMEDE ELEMENTARY	544	555	515	529	509	(20)	515	506
SANDYMOUNT ELEMENTARY	470	453	448	450	448	(2)	447	446
SPRING GARDEN ELEMENTARY	519	522	534	551	547	(4)	540	531
TANEYTOWN ELEMENTARY	434	455	439	415	408	(7)	400	396
WESTMINSTER ELEMENTARY	535	529	510	472	450	(22)	429	424
WILLIAM WINCHESTER ELEMENTARY	614	585	639	519	489	(30)	482	467
WINFIELD ELEMENTARY	587	568	549	626	624	(2)	627	620
ELEMENTARY TOTALS	11,692	11,517	11,364	11,116	10,839	(277)	10,610	10,425
<i>Increase/(Decrease)</i>	<i>(123)</i>	<i>(175)</i>	<i>(153)</i>	<i>(248)</i>	<i>(277)</i>	<i>(277)</i>	<i>(229)</i>	<i>(185)</i>

Middle School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change Over Prior	Projected	
	11-12	12-13	13-14	14-15	15-16		16-17	17-18
MT. AIRY MIDDLE	629	636	660	607	642	35	601	618
NEW WINDSOR MIDDLE	378	371	377	396	387	(9)	360	351
NORTH CARROLL MIDDLE	615	601	618	583	594	11	574	573
NORTHWEST MIDDLE	546	503	522	484	496	12	456	470
OKLAHOMA ROAD MIDDLE	787	804	825	779	758	(21)	729	712
SHILOH MIDDLE	670	654	670	642	655	13	654	650
SYKESVILLE MIDDLE	794	779	785	815	791	(24)	787	733
WESTMINSTER EAST MIDDLE	708	725	704	730	715	(15)	717	707
WESTMINSTER WEST MIDDLE	1,020	977	940	986	1,011	25	1,029	970
MIDDLE SCHOOL TOTALS	6,147	6,050	6,101	6,022	6,049	27	5,907	5,784
<i>Increase/(Decrease)</i>	<i>22</i>	<i>(97)</i>	<i>51</i>	<i>(79)</i>	<i>27</i>	<i>27</i>	<i>(142)</i>	<i>(123)</i>

SCHOOL ENROLLMENTS and ENROLLMENT PROJECTIONS

High School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change Over Prior	Projected	
	11-12	12-13	13-14	14-15	15-16		16-17	17-18
CENTURY HIGH	1,216	1,187	1,128	1,124	1,094	(30)	1,076	1,115
FRANCIS SCOTT KEY HIGH	989	1,021	999	958	952	(6)	924	898
LIBERTY HIGH	1,166	1,141	1,061	1,077	1,107	30	1,122	1,119
MANCHESTER VALLEY HIGH	770	775	761	791	775	(16)	748	733
NORTH CARROLL HIGH	794	780	750	720	713	(7)	712	714
SOUTH CARROLL HIGH	1,104	1,087	1,091	1,071	1,033	(38)	1,060	1,056
WESTMINSTER HIGH	1,668	1,591	1,580	1,547	1,522	(25)	1,455	1,484
WINTERS MILL HIGH	1,174	1,173	1,100	1,092	1,120	28	1,079	1,121
HIGH SCHOOL TOTALS	8,881	8,755	8,470	8,380	8,316	(64)	8,176	8,240
<i>Increase/(Decrease)</i>	(194)	(126)	(285)	(90)	(64)	(64)	(140)	64

Other School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change Over Prior	Projected	
	11-12	12-13	13-14	14-15	15-16		16-17	17-18
GATEWAY SCHOOL	57	60	64	62	61	(1)	60	59
CROSSROADS	5	6	8	9	9	0	9	9
PRIDE	18	15	14	16	16	0	16	15
CARROLL SPRINGS SCHOOL	41	47	44	50	49	(1)	48	48
POST SECONDARY	58	32	44	30	30	0	29	29
FLEXIBLE STUDENT SUPPORT	41	32	47	26	26	0	25	25
OTHER SCHOOL TOTALS	220	192	221	193	191	(2)	187	185
<i>Increase/(Decrease)</i>	(7)	(28)	29	(28)	(2)		(4)	(2)

Total Enrollment (FTE)								
	Actual				Projected	Change Over Prior	Projected	
	11-12	12-13	13-14	14-15	15-16		16-17	17-18
GRAND TOTAL	26,940	26,514	26,156	25,711	25,395	(316)	24,880	24,634
TOTAL INCREASE/DECREASE	(302)	(426)	(358)	(445)	(316)		(515)	(246)



Section V

Capital Improvement Program Information

APPROVED FY 2016 CAPITAL BUDGET

	Prior Allocation			Fiscal Year 2015 Funding			Total Request
	State	County	Total	State	Request For	County	
CCCTC Roof Replacement			\$ 151,000	\$ 1,369,000	(SR)	\$ 1,099,000	\$ 2,468,000
Westminster ES Roof Replacement				\$ 907,000	(SR)	\$ 848,000	\$ 1,755,000
South Carroll HS Roof Replacement					(SR)	\$ 283,000	\$ 283,000
Westminster HS Roof Replacement					(SR)	\$ 264,000	\$ 264,000
Paving						\$ 350,000	\$ 350,000
Relocatable Classroom Movement						\$ 160,000	\$ 160,000
	\$ -	\$ -	\$ 151,000	\$ 2,276,000		\$ 3,004,000	\$ 5,280,000

NOTE: All dollar figures are shown in thousands

(SR) = Systemic Renovation
(C) = Construction Funding

APPROVED FY 2017-2021 CAPITAL IMPROVEMENT PROGRAM PLAN

Project Title	FY2017		FY2018		FY2019		FY2020		FY2021		Total
	State	Local	State	Local	State	Local	State	Local	State	Local	
Modernizations											
CCC/TC Replacement School					\$ 5,559,000	\$ 24,441,000	\$ 30,000,000	\$ 24,441,000			\$ 60,000,000
Roof Replacements											
South Carroll HS - Roof Replacement	\$ 2,219,695	\$ 1,779,755									\$ 3,999,450
Westminster HS - Roof Replacement	\$ 2,096,735	\$ 1,681,165									\$ 3,777,900
Francis Scott Key HS - Roof Replacement		\$ 274,050	\$ 2,072,842	\$ 1,662,008							\$ 4,008,900
Sandy Mount ES - Roof Replacement				\$ 132,300	\$ 1,004,078	\$ 805,072	\$ 1,566,000	\$ 1,134,000	\$ 1,624,000	\$ 1,176,000	\$ 6,290,850
Future Roof Replacements					\$ 300,170	\$ 490,680	\$ 1,566,000	\$ 1,134,000	\$ 1,624,000	\$ 1,176,000	\$ 6,290,850
HVAC-Replacements											
Future HVAC Replacement					\$ 1,108,000	\$ 1,047,000	\$ 1,131,000	\$ 1,069,000	\$ 1,154,000	\$ 1,091,000	\$ 6,600,000
Science Room Renovation											
North Carroll HS & Westminster HS			\$ 1,730,000	\$ 1,750,000							\$ 3,480,000
South Carroll HS & Liberty HS					\$ 898,000	\$ 922,000					\$ 1,820,000
Annual Requests											
Paving		\$ 360,000		\$ 370,000		\$ 380,000		\$ 390,000		\$ 400,000	\$ 1,900,000
Roofing Improvements		\$ 165,000		\$ 170,000		\$ 175,000		\$ 180,000		\$ 185,000	\$ 525,000
Relocatable Classroom Movement											\$ 350,000
	\$ 4,316,430	\$ 4,259,970	\$ 3,802,842	\$ 4,084,308	\$ 3,310,248	\$ 9,378,752	\$ 32,697,000	\$ 27,214,000	\$ 2,778,000	\$ 2,852,000	\$ 94,693,550

PREPARED BY THE BUDGET DEPARTMENT

**Carroll County Public Schools
Westminster, Maryland**

Christopher J. Hartlove, Chief Financial Officer

Andrew C. Sexton, Supervisor of Budget & Grants

Gwendolyn A. Ruskey, Budget Analyst

NOTICE OF NON-DISCRIMINATION

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

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

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

Gregory J. Bricca
Director of Research and Accountability
125 North Court Street, Westminster, Maryland 21157
410.751.3068



Core Values

- 1. The pursuit of excellence**
- 2. Life-long learning and success**
- 3. A safe and orderly learning environment**
- 4. Community participation**
- 5. Fairness, honesty, and respect**
- 6. Continuous improvement**