

# 2013-14 Approved Operating Budget

Building the Future



Carroll County Public Schools

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

- Kenneth Mihalyov and his sixth grade science students at West Middle School won first place for the state of Maryland in the Disney Planet Challenge program.
- Ebb Valley Elementary School, Manchester Elementary School, and Manchester Valley High School were certified as Maryland Green Schools for 2012.
- Collins Lethbridge from Francis Scott Key High School and a Welding Technologies student at the Carroll County Career and Technology Center, earned the Regional Bronze Award for the High School Division Region 1 in the nationally recognized Arc Welding Awards sponsored by the James F. Lincoln Arc Welding Foundation.
- Bryan Harman, a physical education teacher and former baseball coach at Westminster High School, received the Maryland High School Coach of the Year Award from the Maryland Oldtimers Baseball Association, was inducted into the Maryland State Association of Baseball Coaches Hall of Fame, and received the MSABC District One Coach of the Year award.
- Shobhit Kumar, a junior at Westminster High School, was selected to continue his high school education at the prestigious United World College USA, located in Montezuma, New Mexico.
- Nicholas Shockney, principal at Mechanicsville Elementary School, has received the Special Education Professional of the Year Award presented by The Arc of Carroll County.
- Century High School was one of 23 Maryland high schools to earn a spot on *Newsweek's* list of America's Best High Schools for 2012.
- Fifth grade students Colby Bowen from Spring Garden Elementary School and Tom Spence from Hampstead Elementary School were honored by AAA of Maryland as Outstanding School Safety Patrols.
- Ten students from Carroll County Public Schools were selected as Carson Scholars for 2012.
- Kimberly Dolch, principal of North Carroll High School, and Darryl Robbins, assistant principal of Robert Moton Elementary School, were named as the recipients of the Rita Board Dowd Award for Outstanding Carroll County School Administrators.
- Winters Mill High School ranked #36 in the state of Maryland and #1021 in the nation in the 4<sup>th</sup> edition of *US News and World Report's* listing of the best high schools in the nation. The school was awarded a Silver Medal.
- Kelsey Allen, a tenth grade student at Francis Scott Key High School, was selected to represent Maryland as a National Youth Delegate to the 2012 Washington Youth Summit on the Environment.
- Anna Letaw, a parent volunteer at Linton Springs Elementary School, was one of five finalists in the Maryland Parent Involvement Awards Program.
- Lauren Siminski, a student at Century High School, was one of only 18 students from the Washington, D.C., Virginia, and Maryland area to be accepted into the National Gallery of Art High School Seminar Program.
- Gateway School/Crossroads Middle School, Linton Springs Elementary School, and Sykesville Middle School received Institutional Awards in the Carroll County Environmental Advisory Council's 2012 Environmental Awareness Awards.
- Nineteen students from the Carroll County Career and Technology Center received gold medals in the 39<sup>th</sup> annual Maryland State SkillsUSA competitions and advanced to the national competition.
- Board of Education member Virginia Harrison was honored for her work with the Carroll County Human Relations Commission.
- Erin Langille, an eighth grader at Mt. Airy Middle School, and Alyssa Milem, an eighth grader at Sykesville Middle School, received Special Prizes in the History of Science and Technology for their junior exhibits and papers in the Maryland History Day competition.
- Aaron Geiman, an agriscience teacher at North Carroll High School, was honored with the Secondary Distinguished Service Award from the Maryland State Department of Education's Division of Career and College Readiness.
- Bill McDonald, golf coach at North Carroll High School, was selected to receive the 2011 Coach of the Year Award at the Maryland state level in the sport of golf by the National Federation of High Schools Coaches Association.
- Riley Legler, a fourth grade student at Westminster Elementary School, and Max Ruby, a third grade student at Sandymount Elementary School, won first place winners in the 2012 Youth Authors Contest sponsored by the State of Maryland International Reading Association Council.

# ***APPROVED OPERATING BUDGET***

*FOR THE FISCAL YEAR ENDING  
JUNE 30, 2014*

*BOARD OF EDUCATION OF CARROLL COUNTY  
Westminster, Maryland*

*Barbara J. Shreeve  
President*

*Gary W. Bauer  
Vice-President*

*James L. Doolan*

*Virginia R. Harrison*

*Jennifer A. Seidel*

*Doug Howard  
County Commissioner  
Ex-Officio Member*

*O'Reilly R. Miani  
Student Representative*

*Stephen H. Guthrie  
Superintendent of Schools*



## TABLE OF CONTENTS

<b>Section</b>	<b>Page</b>
Carroll County Public Schools - 2011-2012 Accomplishments	inside cover
Superintendent's Letter	5
Introduction	7
<b>I SUMMARY TABLES</b>	<b>9</b>
Core Statement, Values, and Beliefs	11
Combined Non-Restricted and Restricted Revenue	13
Non-Restricted Revenue	14
Restricted Revenue	15
Distribution by Category of Non-Restricted and Restricted Expenditures	16
Distribution by Object of Non-Restricted and Restricted Expenditures	17
Summary of Appropriations by Category	18
Changes from Previous Year	19
FY 2014 Costs Previously Funded with Grants	20
<b>II BUDGET INFORMATION BY CATEGORY</b>	<b>21</b>
Administration	23
Instructional Salaries & Wages	25
Student Personnel Services	27
Student Health Services	29
Student Transportation	31
Operation of Plant	33
Maintenance of Plant	35

**TABLE OF CONTENTS - continued**

<b>II</b>	<b>BUDGET INFORMATION BY CATEGORY – continued</b>	
	Fixed Charges	37
	Community Services	39
	Capital Outlay	41
	Mid-Level Administration	43
	Special Education	45
	Textbooks & Instructional Supplies	47
	Other Instructional Costs	49
<b>III</b>	<b>DEBT SERVICE FUND &amp; FOOD SERVICE FUND</b>	51
	Debt Service Fund	53
	Food Service Fund	54
<b>IV</b>	<b>GRANT INFORMATION &amp; ENROLLMENT DATA</b>	55
	Grant Summaries	57
	Carroll County Public Schools Enrollment Information	61
<b>V</b>	<b>CAPITAL IMPROVEMENT PROGRAM INFORMATION</b>	63
	Capital Improvement Program for Fiscal Year 2014	65
	Capital Improvement Programs for Fiscal Years 2015-2019	66



Building the Future

## Carroll County Public Schools

125 N. Court Street | Westminster, MD 21157

410-751-3000  
410-751-3034 TTY  
410-751-3003 FAX

Stephen H. Guthrie  
*Superintendent*

To the Carroll County Community:

Once again we were tasked with creating an operating budget that meets the needs of our school system while experiencing a declining student population with a corresponding decline in revenue. For FY14, state foundation revenue is down by \$2,135,189, or 1.57% from FY 2013, and county revenue to Carroll County Public Schools is down by \$322,000 (i.e., general revenue is down by \$1,400,000, teacher pensions up by \$1,078,000), or 0.19% from FY 2013.

At the same time, expenditures for items such as medical insurance, pensions, and diesel fuel continue to increase. The budget for FY 2014 includes an additional \$2,544,144 to cover general and inflationary increases to our expenditures which are detailed on page 19.

As a result of the reduced revenues and annual inflationary expenditure increases, our operating budget was out of balance by \$5,001,333 and required continued reductions in spending. The details of the reductions and utilization of fund balance necessary to balance the budget are also located on page 19. The school system's operating budget for FY 2014 totals \$329.9 million.

The adopted budget honors our negotiated agreements; \$4,900,000 of our fund balance has been appropriated to fund a 2.5% one-time bonus for all regular employees. With the \$500,000 of fund balance used to balance the operating budget, a total of \$5,400,000 in fund balance is appropriated for FY 2014.

Thank you to those who followed and supported our school system through this very difficult budget process. Despite budgetary setbacks, our goal remains 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,

Barbara J. Shreeve, President  
Board of Education of Carroll County

Stephen H. Guthrie  
Superintendent of Schools





## INTRODUCTION

The Approved 2013-14 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 financial charts/tables and staffing requests.

**Section II** provides summaries that identify the appropriations made to each 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 enrollment information, grant summaries, and Individuals with Disabilities Education Act (IDEA) funding information.

**Section V** provides data pertinent to the Capital Improvement Program for Fiscal Years 2014-2019.





## 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**

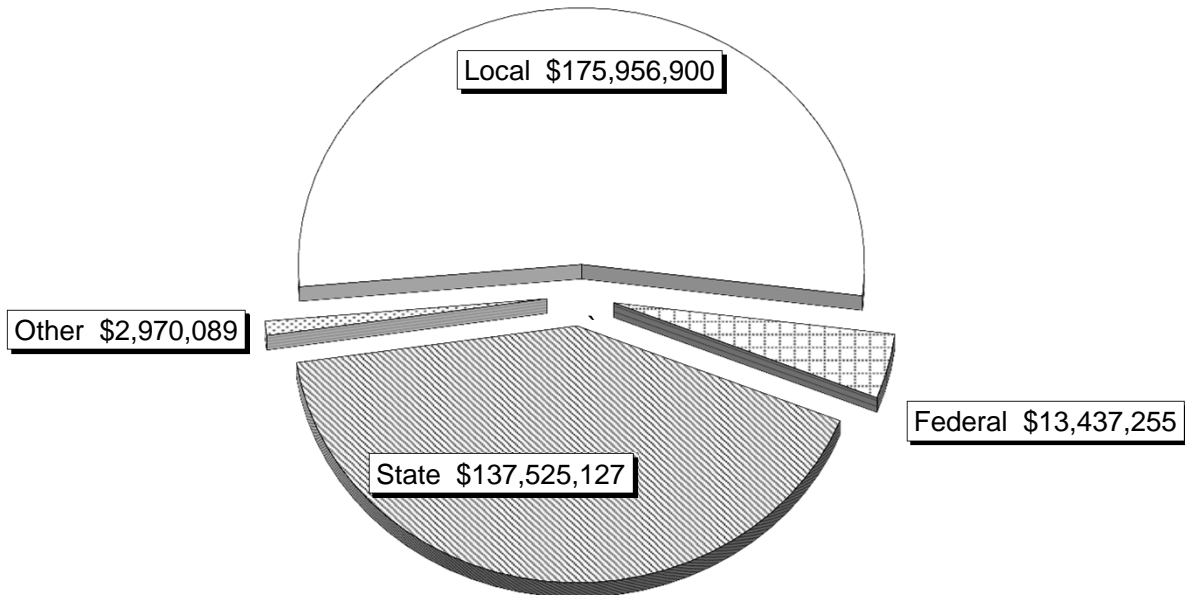
All school staff:

- 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 21<sup>st</sup> 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

**Combined Non-Restricted and Restricted Revenue  
2013-2014 Approved Operating Budget**

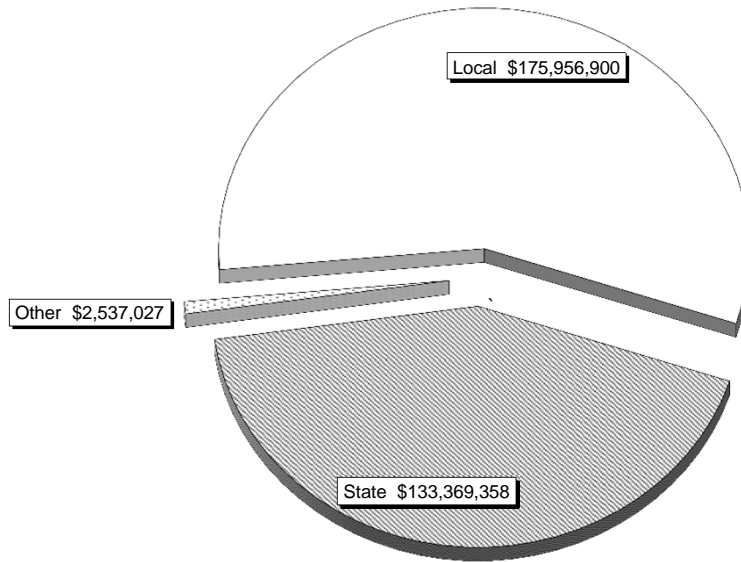


**Total Combined Revenue = \$329,889,371**

	Approved Budget 2012-13	% of Total	Approved Budget 2013-14	% of Total	(Decrease) Increase Over Previous Year	% Increase (Decrease)
<b>Local Revenue</b> <sup>1</sup>	\$ 173,878,900	52.5%	\$ 175,956,900	53.3%	\$ 2,078,000	1.20%
<b>State Revenue</b>	141,012,238	42.5%	137,525,127	41.7%	(3,487,111)	(2.47%)
<b>Federal Revenue</b>	13,455,001	4.1%	13,437,255	4.1%	(17,746)	(0.13%)
<b>Other Revenue</b>	3,130,091	0.9%	2,970,089	0.9%	(160,002)	(5.11%)
<b>Total Operating Budget</b>	<b>\$ 331,476,230</b>	100.0%	<b>\$ 329,889,371</b>	100.0%	<b>\$ (1,586,859)</b>	<b>(0.48%)</b>

<sup>1</sup> Includes: In-Kind Revenue for usage of County owned buildings and property [ 2012-13: \$1,978,900; 2013-14: \$1,978,900 ]; Amount to fund State pass-back of pension costs to local school systems [ Phase 1, 2012-13, \$4,005,782; Phase 2, 2013-14, \$5,077,441 ]; and One-time funds from fund balance [ 2012-13: \$3,000,000; 2013-14: \$5,400,000 ]

**Non-Restricted Revenue  
2013-2014 Approved Operating Budget**



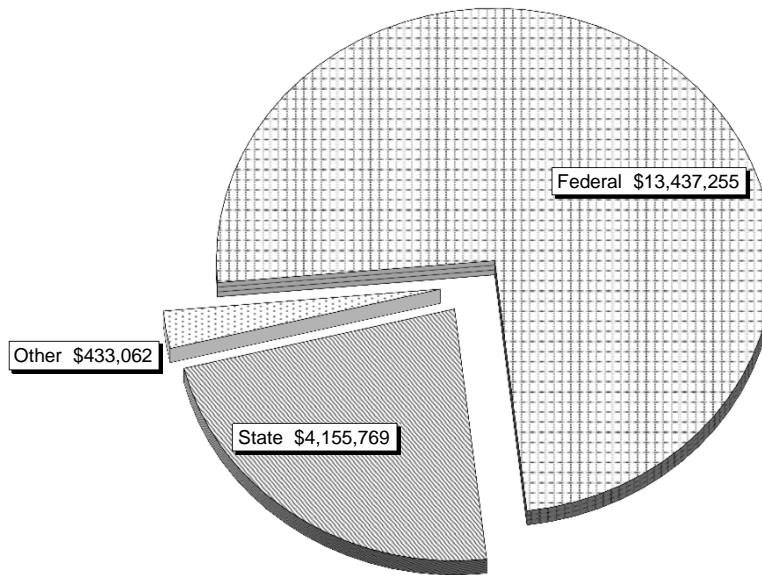
**Total Non-Restricted Revenue = \$311,863,285**

<b>NON-RESTRICTED REVENUE SOURCES</b>	<b>Approved Budget 2012-13</b>	<b>% of Total</b>	<b>Approved Budget 2013-14</b>	<b>% of Total</b>	<b>(Decrease) Increase Over Prior Year</b>	<b>Percent Increase Over Prior Year</b>
<b>I. Local Revenue</b>						
Current Expense Request <sup>1</sup>	\$ 168,900,000	54.2%	\$ 168,578,000	54.1%	\$ (322,000)	(0.19%)
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	3,000,000	1.0%	5,400,000	1.7%	2,400,000	0.00%
<b>Total Non-Restricted Local Revenue</b>	<b>173,878,900</b>	55.8%	<b>175,956,900</b>	56.4%	<b>2,078,000</b>	<b>1.20%</b>
<b>II. State Revenue</b>						
Foundation Program	103,407,485	33.2%	101,502,559	32.6%	(1,904,926)	(1.84%)
Student Transportation	9,412,519	3.0%	9,381,519	3.0%	(31,000)	(0.33%)
Special Education Formula	8,227,793	2.6%	7,807,627	2.5%	(420,166)	(5.11%)
Compensatory Education	13,767,488	4.4%	13,891,697	4.5%	124,209	0.90%
Limited English Proficient	660,005	0.2%	757,258	0.2%	97,253	14.74%
Out of County Living Arrangements	29,257	0.0%	28,698	0.0%	(559)	(1.91%)
<b>Total Non-Restricted State Revenue</b>	<b>135,504,547</b>	43.4%	<b>133,369,358</b>	42.8%	<b>(2,135,189)</b>	<b>(1.58%)</b>
<b>III. Federal Revenue</b>						
<b>Total Non-Restricted Federal Revenue</b>	<b>-</b>	0.0%	<b>-</b>	0.0%	<b>-</b>	<b>0.00%</b>
<b>IV. Other Non-Restricted Revenue</b> (Fees, Rentals, Interest, etc.)						
<b>Total Other Non-Restricted Revenue</b>	<b>2,537,027</b>	0.8%	<b>2,537,027</b>	0.8%	<b>-</b>	<b>0.00%</b>
<b>TOTAL NON-RESTRICTED REVENUE</b>	<b>\$ 311,920,474</b>	100.0%	<b>\$ 311,863,285</b>	100.0%	<b>\$ (57,189)</b>	<b>(0.02%)</b>

<sup>1</sup> Includes amount to fund State pass-back of pension costs to local school systems [ Phase 1, 2012-13, \$4,005,782; Phase 2, 2013-14, \$5,077,441 ]



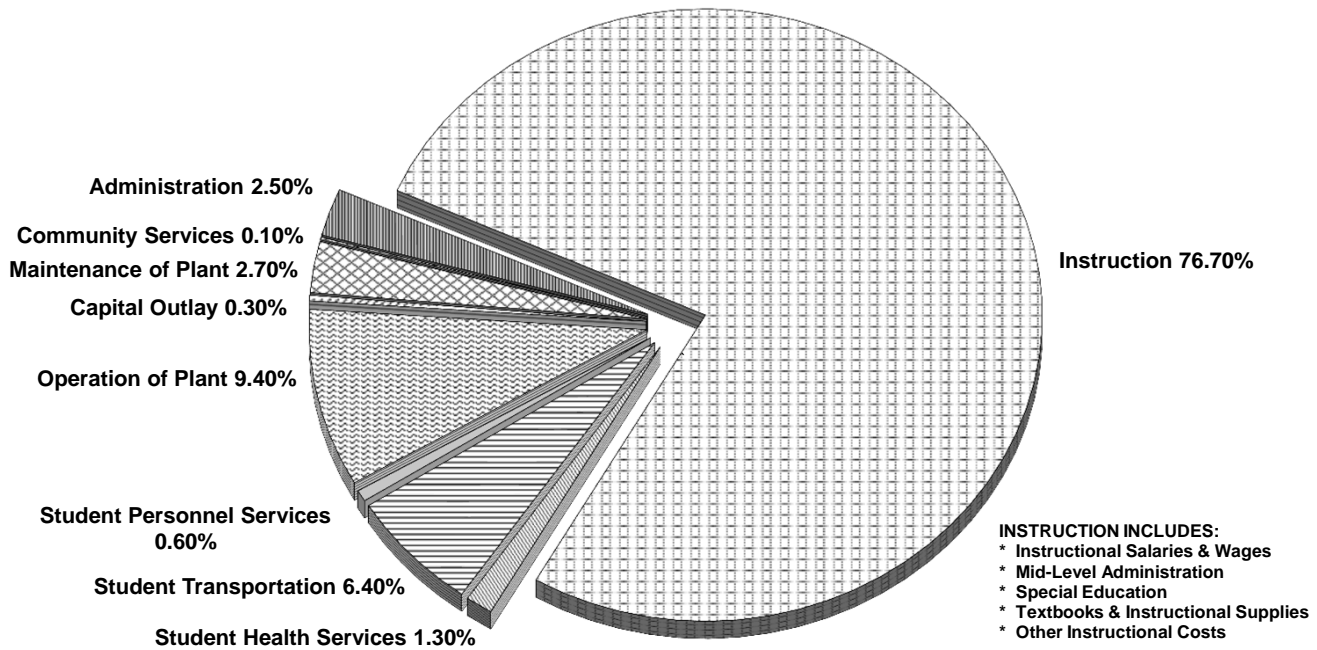
**Restricted Revenue  
2013-2014 Approved Operating Budget**



**Total Restricted Revenue = \$18,026,086**

<b>RESTRICTED REVENUE SOURCES</b>	<b>Approved Budget 2012-13</b>	<b>% of Total</b>	<b>Approved Budget 2013-14</b>	<b>% of Total</b>	<b>(Decrease) Increase Over Prior Year</b>	<b>Percent Increase Over Prior Year</b>
<b>II. State Revenue</b>						
Aging Schools & QZAB Programs	\$ 387,261	2.0%	\$ 137,261	0.8%	\$ (250,000)	(64.56%)
Handicapped Non-Public Placement	3,900,000	20.0%	3,000,000	16.6%	(900,000)	(23.08%)
Infants and Toddlers Program	209,218	1.1%	142,486	0.8%	(66,732)	(31.90%)
Judith P. Hoyer Center	322,000	1.6%	322,000	1.8%	-	0.00%
Other State Restricted Revenue	489,212	2.5%	454,022	2.5%	(35,190)	(7.19%)
Fiscal Year 2013 Carry Forward of Revenues	200,000	1.0%	100,000	0.6%	(100,000)	(50.00%)
<b>Total Restricted State Revenue</b>	<b>5,507,691</b>	<b>28.2%</b>	<b>4,155,769</b>	<b>23.1%</b>	<b>(1,351,922)</b>	<b>(24.55%)</b>
<b>III. Federal Revenue</b>						
Education Jobs Fund	-	0.0%	-	0.0%	-	-
Race to the Top	406,849	2.1%	18,409	0.1%	(388,440)	-
NCLBA Title I, Part A: Targeted Assistance	2,023,359	10.3%	2,316,432	12.9%	293,073	14.48%
NCLBA Title II, Part A: Improving Teacher Quality	692,005	3.5%	729,741	4.0%	37,736	5.45%
IDEA Special Education Programs	5,788,846	29.7%	5,747,053	31.8%	(41,793)	(0.72%)
Medicaid	1,198,652	6.1%	1,268,303	7.0%	69,651	5.81%
Perkins Vocational & Technical Education Act	227,181	1.2%	227,250	1.3%	69	0.03%
Other Federal Revenue	1,018,109	5.2%	880,067	4.9%	(138,042)	(13.56%)
Fiscal Year 2013 Carry Forward of Revenues	2,100,000	10.7%	2,250,000	12.5%	150,000	7.14%
<b>Total Restricted Federal Revenue</b>	<b>13,455,001</b>	<b>68.8%</b>	<b>13,437,255</b>	<b>74.5%</b>	<b>(17,746)</b>	<b>(0.13%)</b>
<b>IV. Other Restricted Revenue</b> (Non-Governmental Grants, Donations, Fees, etc.)						
<b>Total Other Restricted Revenues</b>	<b>593,064</b>	<b>3.0%</b>	<b>433,062</b>	<b>2.4%</b>	<b>(160,002)</b>	<b>(26.98%)</b>
<b>TOTAL RESTRICTED REVENUE</b>	<b>\$ 19,555,756</b>	<b>00.0%</b>	<b>\$ 18,026,086</b>	<b>00.0%</b>	<b>\$(1,529,670)</b>	<b>(7.82%)</b>

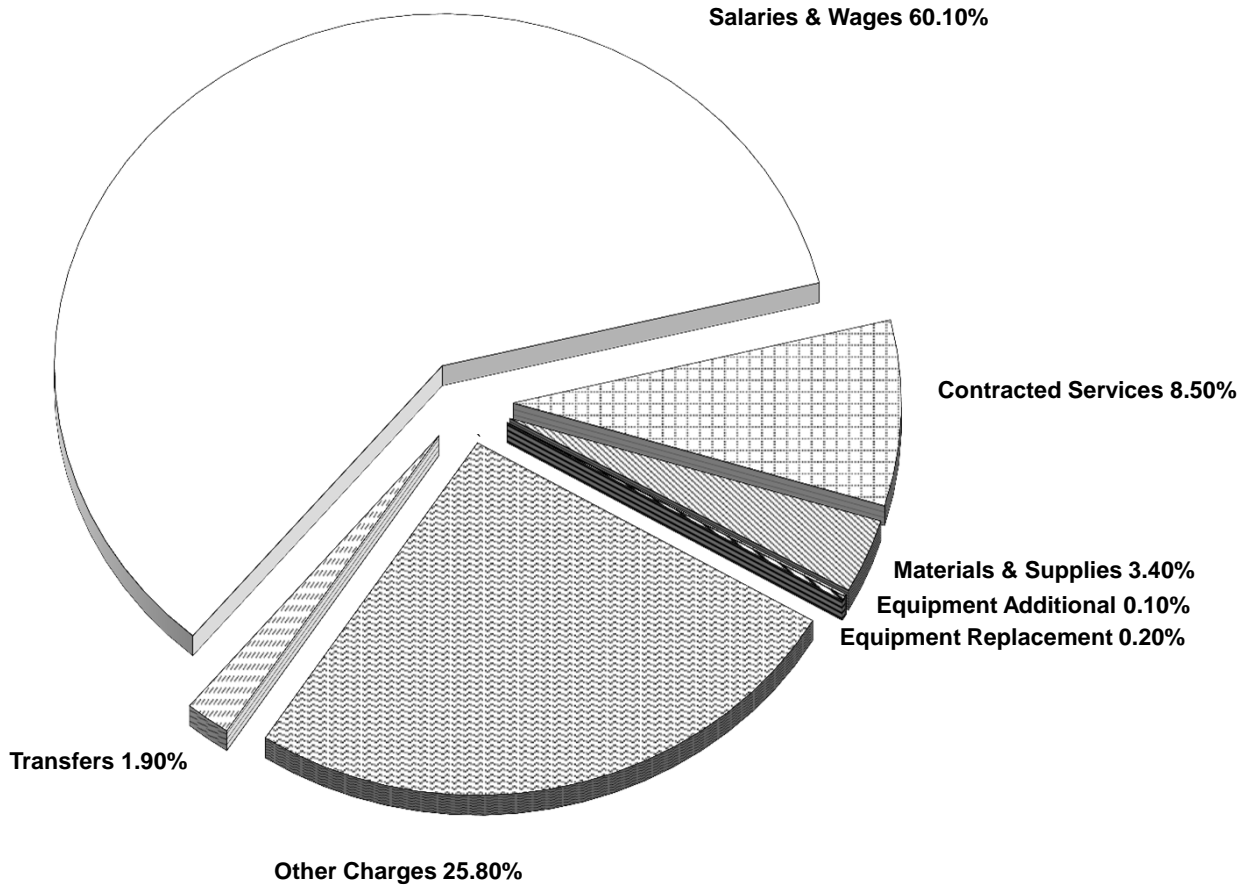
**Distribution by Category of Non-Restricted and Restricted Expenditures  
2013-2014 Approved Operating Budget**



**Total Operating Budget = \$329,889,371**

<b>Category (with allocated fixed charges)</b>	<b>Approved Budget 2012-13</b>	<b>% of Total</b>	<b>Approved Budget 2013-14</b>	<b>% of Total</b>	<b>(Decrease) Increase Over Previous Year</b>	<b>Percent Increase Over Prior Year</b>
<b>Instruction</b>						
Instructional Salaries & Wages	\$ 166,278,238	50.2%	\$ 166,922,934	50.6%	\$ 644,696	0.39%
Mid-Level Administration	28,992,697	8.7%	29,184,986	8.8%	192,289	0.66%
Special Education	45,404,092	13.7%	46,073,913	14.0%	669,821	1.48%
Textbooks & Instructional Supplies	8,635,947	2.6%	8,233,263	2.5%	(402,684)	(4.66%)
Other Instructional Costs	<u>3,020,023</u>	<u>0.9%</u>	<u>2,725,660</u>	<u>0.8%</u>	<u>(294,363)</u>	<u>(9.75%)</u>
<b>Total Instruction</b>	<b>252,330,997</b>	<b>76.1%</b>	<b>253,140,756</b>	<b>76.7%</b>	<b>809,759</b>	<b>0.32%</b>
Administration	7,836,076	2.4%	8,266,767	2.5%	430,691	5.50%
Student Personnel Services	1,627,198	0.5%	1,996,592	0.6%	369,394	22.70%
Student Health Services	4,277,325	1.3%	4,357,774	1.3%	80,449	1.88%
Student Transportation	20,364,867	6.1%	20,968,801	6.4%	603,934	2.97%
Operation of Plant	31,816,778	9.6%	30,869,144	9.4%	(947,634)	(2.98%)
Maintenance of Plant	8,731,488	2.6%	8,752,145	2.7%	20,657	0.24%
Food Services	-	0.0%	60,625	0.0%	60,625	-
Community Services	331,000	0.1%	330,000	0.1%	(1,000)	(0.30%)
Capital Outlay	4,160,501	1.3%	1,146,767	0.3%	(3,013,734)	(72.44%)
<b>Total Operating Budget</b>	<b>\$ 331,476,230</b>	<b>100.0%</b>	<b>\$ 329,889,371</b>	<b>00.0%</b>	<b>\$ (1,586,859)</b>	<b>(0.48%)</b>

**Distribution by Object of Non-Restricted and Restricted Expenditures  
2013-2014 Approved Operating Budget**



**Total Operating Budget = \$329,889,371**

Object	Approved Budget 2012-13	% of Total	Approved Budget 2013-14	% of Total	(Decrease) Increase Over Previous Year	Percent Increase Over Prior Year
<b>01 Salaries &amp; Wages</b>	\$ 195,911,931	59.1%	\$ 197,982,672	60.1%	\$ 2,070,741	1.06%
<b>02 Contracted Services</b>	26,960,561	8.1%	28,048,386	8.5%	1,087,825	4.03%
<b>03 Materials &amp; Supplies</b>	11,674,901	3.5%	11,310,779	3.4%	(364,122)	(3.12%)
<b>04 Other Charges</b>	83,684,555	25.2%	85,153,513	25.8%	1,468,958	1.76%
<b>05 Equipment Additional</b>	1,224,914	0.4%	229,862	0.1%	(995,052)	(81.23%)
<b>06 Equipment Replacement</b>	856,068	0.3%	785,196	0.2%	(70,872)	(8.28%)
<b>09 Transfers</b>	11,163,300	3.4%	6,378,963	1.9%	(4,784,337)	(42.86%)
<b>Total Operating Budget</b>	<b>\$ 331,476,230</b>	<b>100.0%</b>	<b>\$ 329,889,371</b>	<b>100.0%</b>	<b>\$ (1,586,859)</b>	<b>(0.48%)</b>

## SUMMARY OF APPROPRIATIONS BY CATEGORY (Table 1)

Category	Unrestricted Funds Approved Budget 2012-13	Unrestricted Funds Approved Budget 2013-14	(Decrease) Increase Over Approved Budget	Restricted Funds Approved Budget 2012-13	Restricted Funds Approved Budget 2013-14	(Decrease) Increase Over Approved Budget	Total Approved Budget 2013-14
Administration	4,765,689	4,979,584	213,895	270,157	315,923	45,766	5,295,507
Instructional Salaries & Wages	119,636,280	118,523,857	(1,112,423)	3,132,270	3,132,600	330	121,656,457
Student Personnel Services	1,316,626	1,675,840	359,214	5,000	5,000	0	1,680,840
Student Health Services	3,297,075	3,423,191	126,116	88,000	71,966	(16,034)	3,495,157
Student Transportation	19,775,543	20,427,573	652,030	171,802	127,250	(44,552)	20,554,823
Operation of Plant	26,106,639	25,960,469	(146,170)	177,000	45,000	(132,000)	26,005,469
Maintenance of Plant	6,711,926	6,926,173	214,247	252,261	157,441	(94,820)	7,083,614
Fixed Charges	66,725,376	68,146,572	1,421,196	2,854,750	2,883,323	28,573	71,029,895
Food Services	0	60,625	60,625	0	0	0	60,625
Community Services	300,000	300,000	0	31,000	30,000	(1,000)	330,000
Capital Outlay	3,875,842	910,340	(2,965,502)	0	0	0	910,340
Mid-Level Administration	23,009,581	23,240,076	230,495	508,994	464,990	(44,004)	23,705,066
Special Education	26,958,364	28,017,793	1,059,429	9,850,085	9,104,862	(745,223)	37,122,655
Textbooks & Instructional Supplies	7,399,462	7,395,569	(3,893)	1,236,485	837,694	(398,791)	8,233,263
Other Instructional Costs	2,042,071	1,875,623	(166,448)	977,952	850,037	(127,915)	2,725,660
<b>TOTAL</b>	<b>311,920,474</b>	<b>311,863,285</b>	<b>(57,189)</b>	<b>19,555,756</b>	<b>18,026,086</b>	<b>(1,529,670)</b>	<b>329,889,371</b>

### BUDGET SUMMARY

Unrestricted / Restricted	Approved FY 2012-13	Approved FY 2013-14	(Decrease) Increase Over Approved	Percent Change Over Approved
<b>Unrestricted Funds</b>	<b>311,920,474</b>	<b>311,863,285</b>	<b>(57,189)</b>	<b>-0.02%</b>
<b>Restricted Funds</b>	<b>19,555,756</b>	<b>18,026,086</b>	<b>(1,529,670)</b>	<b>-7.82%</b>
<b>Total Funds</b>	<b>331,476,230</b>	<b>329,889,371</b>	<b>(1,586,859)</b>	<b>-0.48%</b>

**FY 2014 Non-Restricted Operating Budget  
Changes from Previous Year**

**Inflationary Expenditure Increases**

Employee Fringe Benefits (e.g., medical, dental, retiree health, teacher pensions, etc.)	\$ 1,863,845
Bus Contractors	601,918
Insurances (e.g., general liability, fire, vehicle, etc.)	55,237
Utilities (e.g., electricity, natural gas, fuel oil, etc.)	-
Other (e.g., supplies, equipment, etc.)	<u>23,144</u>
Total Inflationary Expenditure Increases	2,544,144

**Reductions and Utilization of Fund Balance Necessary to Balance the Budget**

Hiring Turnover	\$ (1,459,767)
Custodial Staffing Plan (-20.5 FTE)	(1,000,000)
Teachers to Maintain 2012-2013 Overall Ratio (-15 FTE)	(900,000)
Utilization of Fund Balance	(500,000)
Hourly Recess Monitors (reclass kindergarten assistants)	(280,000)
Eliminate HSA Positions (-4 FTE)	(240,000)
Adjudicated Youth (align with actual expenditures)	(200,000)
Construction Project Manager (-1 FTE)	(140,990)
Restructure CETV (-2 FTE)	(125,937)
Coordinator of Youth Development / Student Service Learning (-1 FTE)	(102,717)
CASE 1 Day Reduction of Work Year for 10 month employees	<u>(51,922)</u>
Total Reductions & Utilization of Fund Balance Necessary to Balance the Budget (-43.5 FTE)	(5,001,333)

**FY 2014 Costs Previously Funded With Grants**

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

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



## Section II

# Budget Information by Category





# Administration

## Category 01

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

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

<b>Unrestricted Fund Summary</b>	<b>Actual 11-12</b>	<b>Approved 12-13</b>	<b>Approved 13-14</b>	<b>Increase/ (Decrease)</b>	<b>% Change</b>
<b>01 Administration</b>					
1 Salaries	\$3,963,211	\$4,064,166	\$4,338,503	\$274,337	6.75%
2 Contracted Services	\$507,791	\$499,680	\$495,766	(\$3,914)	-0.78%
3 Supplies/Materials	\$73,969	\$101,810	\$85,527	(\$16,283)	-15.99%
4 Other Charges	\$203,230	\$271,035	\$235,035	(\$36,000)	-13.28%
5 Land, Bldg, Equip Additional	\$0	\$5,000	\$0	(\$5,000)	-100.00%
6 Land, Bldg, Equip Replacement	\$0	\$5,000	\$0	(\$5,000)	-100.00%
9 Transfers	(\$207,684)	(\$181,002)	(\$175,247)	\$5,755	-3.18%
	\$4,540,517	\$4,765,689	\$4,979,584	\$213,895	4.49%
<b>Restricted Fund Summary</b>					
<b>01 Administration</b>					
2 Contracted Services	\$38,761	\$0	\$0	\$0	0.00%
3 Supplies/Materials	\$283	\$0	\$0	\$0	0.00%
4 Other Charges	\$19,121	\$89,155	\$140,338	\$51,183	57.41%
9 Transfers	\$207,684	\$181,002	\$175,585	(\$5,417)	-2.99%
	\$265,849	\$270,157	\$315,923	\$45,766	16.94%

**Category 01 - Administration**  
**Changes - FY 2014**

**Non-Restricted Budget Changes**

1. Numerous small changes to various non-salary line items (e.g., license fees, equipment)	\$ (60,442)
2. Changes in salaries, due to hiring turnover	127,112
3. Increase to fund negotiated agreements including 2.5% one-time salary bonus	<u>147,225</u>
<b>Total Non-Restricted Increase - Category 01 - Administration</b>	<b>213,895</b>

**Restricted Budget Net Increase - Category 01 - Administration** 45,766

**TOTAL INCREASE - Category 01 - Administration** **\$ 259,661**

# 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:

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>teachers</li> <li>teaching assistants</li> <li>reading specialists</li> <li>media specialists</li> <li>classroom technical support staff</li> </ul> | <ul style="list-style-type: none"> <li>guidance counselors</li> <li>psychologists</li> <li>substitute teachers</li> <li>media assistants</li> <li>coaches</li> </ul> |
|--|--|

<b>Unrestricted Fund Summary</b>	<b>Actual 11-12</b>	<b>Approved 12-13</b>	<b>Approved 13-14</b>	<b>Approved Increase/ (Decrease)</b>	<b>% Change</b>
<b>02 Instructional Salaries/Wages</b>					
1 Salaries	\$118,808,086	\$119,636,280	\$118,523,857	(\$1,112,423)	-0.93%
<b>Restricted Fund Summary</b>					
<b>02 Instructional Salaries/Wages</b>					
1 Salaries	\$2,081,163	\$3,132,270	\$3,132,600	\$330	0.01%

**Category 02 - Instructional Salaries and Wages**  
**Changes - FY 2014**

**Non-Restricted Budget Changes**

1. Changes in salaries, due mostly to hiring turnover	\$ (2,736,884)
2. Reduction of 15.0 FTE classroom teachers based on staffing formulas	(675,000)
3. Reduction in hourly recess monitors	(280,000)
3. Reduction of 4.0 FTE HSA support teachers	(180,000)
4. Reduction for savings from reduction to work-year for 10-month CASE bargaining group employees	(21,703)
5. Increase to fund negotiated agreements including 2.5% one-time salary bonus	2,781,164
<b>Total Non-Restricted Decrease - Category 02 - Instructional Salaries and Wages</b>	<b><u>(1,112,423)</u></b>

<b>Restricted Budget Net Increase - Category 02 - Instructional Salaries and Wages</b>	<b><u>330</u></b>
--	-------------------

<b>TOTAL DECREASE - Category 02 - Instructional Salaries and Wages</b>	<b>\$ (1,112,093)</b>
--	-----------------------

# 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

<b>Unrestricted Fund Summary</b>	<b>Actual 11-12</b>	<b>Approved 12-13</b>	<b>Approved 13-14</b>	<b>Approved Increase/ (Decrease)</b>	<b>% Change</b>
<b>03 Student Personnel Services</b>					
1 Salaries	\$1,153,332	\$1,207,081	\$1,567,245	\$360,164	29.84%
2 Contracted Services	\$60,768	\$86,060	\$86,060	\$0	0.00%
3 Supplies/Materials	\$50,834	\$16,010	\$16,010	\$0	0.00%
4 Other Charges	\$6,887	\$7,475	\$6,525	(\$950)	-12.71%
	\$1,271,821	\$1,316,626	\$1,675,840	\$359,214	27.28%
<b>Restricted Fund Summary</b>					
<b>03 Student Personnel Services</b>					
4 Other Charges	\$0	\$5,000	\$5,000	\$0	0.00%
	\$0	\$5,000	\$5,000	\$0	0.00%

**Category 03 - Student Personnel Services**  
**Changes - FY 2014**

**Non-Restricted Budget Changes**

1. Numerous small changes to various non-salary line items (e.g., local mileage reimbursement)	\$ (950)
2. Changes in salaries, due mostly to hiring turnover	5,780
3. Increase to fund negotiated agreements including 2.5% one-time salary bonus	43,725
4. Correct categorical alignment of positions formerly coded to categories 13 (special education) and 12 (mid-level administration)	<u>310,659</u>
<b>Total Non-Restricted Increase - Category 03 - Student Personnel Services</b>	<b>359,214</b>

**Restricted Budget Net Change - Category 03 - Student Personnel Services** -

**TOTAL INCREASE - Category 03 - Student Personnel Services** **\$ 359,214**

# 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.

<b>Unrestricted Fund Summary</b>	<b>Actual 11-12</b>	<b>Approved 12-13</b>	<b>Approved 13-14</b>	<b>Approved Increase/ (Decrease)</b>	<b>% Change</b>
<b>04 Student Health Services</b>					
1 Salaries	\$2,990,491	\$3,086,692	\$3,196,358	\$109,666	3.55%
2 Contracted Services	\$134,050	\$111,169	\$110,669	(\$500)	-0.45%
3 Supplies/Materials	\$76,111	\$89,452	\$106,402	\$16,950	18.95%
4 Other Charges	\$10,222	\$9,762	\$9,762	\$0	0.00%
	\$3,210,874	\$3,297,075	\$3,423,191	\$126,116	3.83%
<b>Restricted Fund Summary</b>					
<b>04 Student Health Services</b>					
1 Salaries	\$8,625	\$13,000	\$1,966	(\$11,034)	-84.88%
2 Contracted Services	\$1,355	\$0	\$0	\$0	0.00%
4 Other Charges	\$652	\$75,000	\$70,000	(\$5,000)	-6.67%
	\$10,632	\$88,000	\$71,966	(\$16,034)	-18.22%

**Category 04 - Student Health Services**  
**Changes - FY 2014**

**Non-Restricted Budget Changes**

1. Numerous small changes to various non-salary line items (e.g., supplies)	\$ (1,840)
2. Increase in AED maintenance costs	18,290
3. Changes in salaries, due mostly to hiring turnover	33,765
4. Increase to fund negotiated agreements including 2.5% one-time salary bonus	<u>75,901</u>
<b>Total Non-Restricted Increase - Category 04 - Student Health Services</b>	<b>126,116</b>

**Restricted Budget Net Decrease - Category 04 - Student Health Services** (16,034)

**TOTAL INCREASE - Category 04 - Student Health Services** **\$ 110,082**



# 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.

<b>Unrestricted Fund Summary</b>	<b>Actual 11-12</b>	<b>Approved 12-13</b>	<b>Approved 13-14</b>	<b>Approved Increase/ (Decrease)</b>	<b>% Change</b>
<b>05 Student Transportation</b>					
1 Salaries	\$1,144,824	\$1,140,272	\$1,195,575	\$55,303	4.85%
2 Contracted Services	\$19,687,111	\$18,362,833	\$18,926,638	\$563,805	3.07%
3 Supplies/Materials	\$102,161	\$17,650	\$16,650	(\$1,000)	-5.67%
4 Other Charges	\$263,003	\$254,788	\$288,710	\$33,922	13.31%
6 Land, Bldg, Equip Replacement	\$29,222	\$0	\$0	\$0	0.00%
	\$21,226,321	\$19,775,543	\$20,427,573	\$652,030	3.30%
<b>Restricted Fund Summary</b>					
<b>05 Student Transportation</b>					
2 Contracted Services	\$28,482	\$171,802	\$127,250	(\$44,552)	-25.93%
4 Other Charges	\$225	\$0	\$0	\$0	0.00%
	\$28,707	\$171,802	\$127,250	(\$44,552)	-25.93%

**Category 05 - Student Transportation**  
**Changes - FY 2014**

**Non-Restricted Budget Changes**

1. Decrease in student body transportation and other contracted services	\$ (38,113)
2. Decrease in office supplies	(1,000)
3. Changes in salaries, due mostly to hiring turnover	19,048
4. Increase in insurance costs for school buses	33,922
5. Increase to fund negotiated agreements including 2.5% one-time salary bonus	36,255
6. Increases in bus contractors due to increases in mileage rates, PVA, and driver & assistant wages	<u>601,918</u>
<b>Total Non-Restricted Increase - Category 05 - Student Transportation</b>	<b>652,030</b>

**Restricted Budget Net Decrease - Category 05 - Student Transportation** (44,552)

**TOTAL INCREASE - Category 05 - Student Transportation** **\$ 607,478**

# 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.

<b>Unrestricted Fund Summary</b>	<b>Actual 11-12</b>	<b>Approved 12-13</b>	<b>Approved 13-14</b>	<b>Approved Increase/ (Decrease)</b>	<b>% Change</b>
<b>06 Operation of Plant</b>					
1 Salaries	\$11,391,772	\$11,535,591	\$11,668,853	\$133,262	1.16%
2 Contracted Services	\$2,776,398	\$3,078,852	\$3,029,294	(\$49,558)	-1.61%
3 Supplies/Materials	\$1,395,626	\$885,400	\$1,081,100	\$195,700	22.10%
4 Other Charges	\$8,588,261	\$10,056,796	\$10,074,222	\$17,426	0.17%
5 Land, Bldg, Equip Additional	\$207,867	\$540,000	\$62,000	(\$478,000)	-88.52%
6 Land, Bldg, Equip Replacement	\$410,108	\$10,000	\$45,000	\$35,000	350.00%
	\$24,770,032	\$26,106,639	\$25,960,469	(\$146,170)	-0.56%
<b>Restricted Fund Summary</b>					
<b>06 Operation of Plant</b>					
2 Contracted Services	\$79,017	\$0	\$10,000	\$10,000	0.00%
3 Supplies/Materials	\$23,961	\$0	\$0	\$0	0.00%
4 Other Charges	\$94,873	\$27,000	\$35,000	\$8,000	29.63%
5 Land, Bldg, Equip Additional	\$51,118	\$0	\$0	\$0	0.00%
6 Land, Bldg, Equip Replacement	\$150,000	\$150,000	\$0	(\$150,000)	-100.00%
	\$398,969	\$177,000	\$45,000	(\$132,000)	-74.58%

**Category 06 - Operation of Plant**  
**Changes - FY 2014**

**Non-Restricted Budget Changes**

1. Decrease of 20.5 FTE custodial positions due to new staffing plan	\$ (700,700)
2. Numerous small changes to various non-salary line items (e.g., refuse collection fees)	1,892
3. Increases in property/fire insurance policies	18,676
4. Increase in costs to maintain wireless infrastructure	100,000
5. Changes in salaries, due mostly to hiring turnover	144,972
6. Increase to fund negotiated agreements including 2.5% one-time salary bonus	<u>288,990</u>
<b>Total Non-Restricted Decrease - Category 06 - Operation of Plant</b>	<b>(146,170)</b>

**Restricted Budget Net Decrease - Category 06 - Operation of Plant** **(132,000)**

**TOTAL DECREASE - Category 06 - Operation of Plant** **\$ (278,170)**

# 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.

<b>Unrestricted Fund Summary</b>	<b>Actual 11-12</b>	<b>Approved 12-13</b>	<b>Approved 13-14</b>	<b>Approved Increase/ (Decrease)</b>	<b>% Change</b>
<b>07 Maintenance of Plant</b>					
1 Salaries	\$3,102,214	\$2,692,324	\$3,278,926	\$586,602	21.79%
2 Contracted Services	\$1,961,485	\$1,454,272	\$1,734,136	\$279,864	19.24%
3 Supplies/Materials	\$1,229,687	\$1,189,362	\$974,465	(\$214,897)	-18.07%
4 Other Charges	\$221,444	\$224,900	\$230,450	\$5,550	2.47%
5 Land, Bldg, Equip Additional	\$29,476	\$500,000	\$0	(\$500,000)	-100.00%
6 Land, Bldg, Equip Replacement	\$1,252,871	\$651,068	\$708,196	\$57,128	8.77%
	\$7,797,177	\$6,711,926	\$6,926,173	\$214,247	3.19%
<b>Restricted Fund Summary</b>					
<b>07 Maintenance of Plant</b>					
2 Contracted Services	\$195,758	\$237,261	\$137,261	(\$100,000)	-42.15%
4 Other Charges	\$0	\$15,000	\$20,180	\$5,180	34.53%
	\$195,758	\$252,261	\$157,441	(\$94,820)	-37.59%

**Category 07 - Maintenance of Plant**  
**Changes - FY 2014**

**Non-Restricted Budget Changes**

1. Changes in salary, mostly due to hiring turnover	\$ 7,829
2. Numerous small changes to various non-salary line items (e.g., contracted improvements to buildings and grounds)	32,018
3. Increase to fund negotiated agreements including 2.5% one-time salary bonus	78,772
4. Increase in principal portion of contract payments to Johnson Controls for various energy management initiatives	<u>95,628</u>
<b>Total Non-Restricted Increase - Category 07 - Maintenance of Plant</b>	<b>214,247</b>

**Restricted Budget Net Increase - Category 07 - Maintenance of Plant** (94,820)

**TOTAL INCREASE - Category 07 - Maintenance of Plant** **\$ 119,427**

# 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.

<b>Unrestricted Fund Summary</b>	<b>Actual 11-12</b>	<b>Approved 12-13</b>	<b>Approved 13-14</b>	<b>Approved Increase/ (Decrease)</b>	<b>% Change</b>
<b>08 Fixed Charges</b>					
4 Other Charges	\$56,209,569	\$66,725,376	\$68,146,572	\$1,421,196	2.13%
	\$56,209,569	\$66,725,376	\$68,146,572	\$1,421,196	2.13%
<b>Restricted Fund Summary</b>					
<b>08 Fixed Charges</b>					
4 Other Charges	\$2,225,071	\$2,854,750	\$2,883,323	\$28,573	1.00%
	\$2,225,071	\$2,854,750	\$2,883,323	\$28,573	1.00%

**Category 08 - Fixed Charges**  
**Changes - FY 2014**

**Non-Restricted Budget Changes**

1. Reductions in benefit costs for positions reduced, added, or changed elsewhere in budget (43.5 FTE net reduction)	(669,982)
2. Decrease in interest portion of contract payments to Johnson Controls for various energy management initiatives	(45,019)
3. Reduction for benefit cost savings from reduction to work-year for 10-month CASE bargaining group employees	(3,846)
4. Increases in insurance policies, including liability and vehicle	2,639
5. Increase to fund negotiated agreements including 2.5% one-time salary bonus	373,559
6. School system share of increase in employee benefits, including medical and dental (per negotiated agreements)	686,404
7. Increase in teacher pension costs for second phase of State passback to local school systems	<u>1,077,441</u>

<b>Total Non-Restricted Increase - Category 08 - Fixed Charges</b>	<b>1,421,196</b>
--	------------------

<b>Restricted Budget Net Increase - Category 08 - Fixed Charges</b>	<b><u>28,573</u></b>
---	----------------------

<b>TOTAL INCREASE - Category 08 - Fixed Charges</b>	<b>\$ 1,449,769</b>
---	---------------------



# 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.

<b>Unrestricted Fund Summary</b>	<b>Actual 11-12</b>	<b>Approved 12-13</b>	<b>Approved 13-14</b>	<b>Approved Increase/ (Decrease)</b>	<b>% Change</b>
<b>10 Community Services</b>					
1 Salaries	\$247,220	\$300,000	\$300,000	\$0	0.00%
3 Supplies/Materials	\$40	\$0	\$0	\$0	0.00%
	<b>\$247,260</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$0</b>	<b>0.00%</b>
<b>Restricted Fund Summary</b>					
<b>10 Community Services</b>					
4 Other Charges	\$1,165	\$31,000	\$30,000	(\$1,000)	-3.23%
	<b>\$1,165</b>	<b>\$31,000</b>	<b>\$30,000</b>	<b>(\$1,000)</b>	<b>-3.23%</b>

**Category 10 - Community Services**  
**Changes - FY 2014**

**Non-Restricted Budget Changes**

No changes \$ \_\_\_\_\_ -

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

**Restricted Budget Net Decrease - Category 10 - Community Services**           (1,000)

**TOTAL DECREASE - Category 10 - Community Services** **\$       (1,000)**

# 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.

<b>Unrestricted Fund Summary</b>	<b>Actual 11-12</b>	<b>Approved 12-13</b>	<b>Approved 13-14</b>	<b>Approved Increase/ (Decrease)</b>	<b>% Change</b>
<b>11 Capital Outlay</b>					
1 Salaries	\$766,766	\$790,311	\$726,080	(\$64,231)	-8.13%
2 Contracted Services	\$78,520	\$62,640	\$161,669	\$99,029	158.09%
3 Supplies/Materials	\$3,184	\$8,035	\$8,035	\$0	0.00%
4 Other Charges	\$12,508	\$14,856	\$14,556	(\$300)	-2.02%
9 Transfers	\$0	\$3,000,000	\$0	(\$3,000,000)	-100.00%
	\$860,978	\$3,875,842	\$910,340	(\$2,965,502)	-76.51%
<b>Restricted Fund Summary</b>					
<b>11 Capital Outlay</b>					
6 Land, Bldg, Equip Replacement	\$0	\$0	\$0	\$0	0.00%
	\$0	\$0	\$0	\$0	0.00%

**Category 11 - Capital Outlay**  
**Changes - FY 2014**

**Non-Restricted Budget Changes**

1. Decrease for FY 2013 one-time transfer to CIP Fund	\$ (3,000,000)
2. Decrease for reduction of 1.0 FTE Construction Project Manager	(100,869)
3. Changes in salaries, due mostly to hiring turnover	2,539
4. Increase to fund negotiated agreements including 2.5% one-time salary bonus	34,099
5. Increase in consultants to fund system-wide Comprehensive Facilities Assessment	<u>98,729</u>

**Total Non-Restricted Decrease - Category 11 - Capital Outlay** **(2,965,502)**

**Restricted Budget Net Change - Category 11 - Capital Outlay** -

**TOTAL DECREASE - Category 11 - Capital Outlay** **\$ (2,965,502)**

# 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.

<b>Unrestricted Fund Summary</b>	<b>Actual 11-12</b>	<b>Approved 12-13</b>	<b>Approved 13-14</b>	<b>Approved Increase/ (Decrease)</b>	<b>% Change</b>
<b>12 Mid-Level Administration</b>					
1 Salaries	\$20,908,535	\$21,809,213	\$22,062,907	\$253,694	1.16%
2 Contracted Services	\$267,876	\$282,515	\$269,874	(\$12,641)	-4.47%
3 Supplies/Materials	\$415,859	\$399,093	\$436,343	\$37,250	9.33%
4 Other Charges	\$439,666	\$469,160	\$458,952	(\$10,208)	-2.18%
5 Land, Bldg, Equip Additional	\$6,299	\$39,600	\$12,000	(\$27,600)	-69.70%
6 Land, Bldg, Equip Replacement	\$232,702	\$10,000	\$0	(\$10,000)	-100.00%
	\$22,270,937	\$23,009,581	\$23,240,076	\$230,495	1.00%
<b>Restricted Fund Summary</b>					
<b>12 Mid-Level Administration</b>					
1 Salaries	\$211,888	\$152,579	\$176,557	\$23,978	15.72%
2 Contracted Services	\$11,243	\$12,500	\$6,300	(\$6,200)	-49.60%
3 Supplies/Materials	\$4,972	\$600	\$3,793	\$3,193	532.17%
4 Other Charges	\$10,001	\$343,315	\$278,340	(\$64,975)	-18.93%
	\$238,104	\$508,994	\$464,990	(\$44,004)	-8.65%

**Category 12 - Mid-Level Administration**  
**Changes - FY 2014**

**Non-Restricted Budget Changes**

1. Changes in salaries, due mostly to hiring turnover	\$ (267,925)
2. Restructuring of CETV (2.0 FTE reduction)	(104,179)
3. Eliminate 1.0 FTE coordinator of youth development / student service learning position	(82,333)
4. Correct categorical alignment of positions to category 03 (student personnel services)	(29,860)
5. Numerous small changes to various non-salary line items (e.g., postage for use by schools)	(23,199)
6. Reduction for savings from reduction to work-year for 10-month CASE bargaining group employees	(4,517)
7. Increase to fund negotiated agreements including 2.5% one-time salary bonus	<u>742,508</u>
<b>Total Non-Restricted Increase - Category 12 - Mid-Level Administration</b>	<b>230,495</b>

<b>Restricted Budget Net Decrease - Category 12 - Mid-Level Administration</b>	<b><u>(44,004)</u></b>
--	------------------------

<b>TOTAL INCREASE - Category 12 - Mid-Level Administration</b>	<b>\$ 186,491</b>
--	-------------------

# 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.

<b>Unrestricted Fund Summary</b>	<b>Actual 11-12</b>	<b>Approved 12-13</b>	<b>Approved 13-14</b>	<b>Approved Increase/ (Decrease)</b>	<b>% Change</b>
<b>13 Special Education</b>					
1 Salaries	\$22,151,759	\$22,041,918	\$23,425,627	\$1,383,709	6.28%
2 Contracted Services	\$717,074	\$797,648	\$1,251,533	\$453,885	56.90%
3 Supplies/Materials	\$292,993	\$261,278	\$247,413	(\$13,865)	-5.31%
4 Other Charges	\$145,378	\$59,520	\$45,220	(\$14,300)	-24.03%
5 Land, Bldg, Equip Additional	\$8,675	\$0	\$0	\$0	0.00%
9 Transfers	\$2,940,124	\$3,798,000	\$3,048,000	(\$750,000)	-19.75%
	\$26,256,003	\$26,958,364	\$28,017,793	\$1,059,429	3.93%
<b>Restricted Fund Summary</b>					
<b>13 Special Education</b>					
1 Salaries	\$4,209,796	\$4,310,234	\$4,387,619	\$77,385	1.80%
2 Contracted Services	\$1,058,406	\$410,664	\$382,418	(\$28,246)	-6.88%
3 Supplies/Materials	\$728,303	\$70,264	\$101,778	\$31,514	44.85%
4 Other Charges	\$142,405	\$1,138,923	\$1,203,047	\$64,124	5.63%
5 Land, Bldg, Equip Additional	\$255,066	\$20,000	\$30,000	\$10,000	50.00%
9 Transfers	\$1,940,940	\$3,900,000	\$3,000,000	(\$900,000)	-23.08%
	\$8,334,916	\$9,850,085	\$9,104,862	(\$745,223)	-7.57%

## Category 13 - Special Education Changes - FY 2014

### Non-Restricted Budget Changes

1. Decrease in non-public placement costs	(750,000)
2. Correct categorical alignment of positions to category 03 (student personnel services)	(280,799)
3. Numerous small changes to various non-salary line items (e.g., general supplies, local mileage reimbursement, postage)	(24,280)
4. Reduction for savings from reduction to work-year for 10-month CASE bargaining group employees	(21,856)
5. Reallocation of 1.0 FTE supervisor of related services to 1.0 FTE Autism Coordinator	(18,170)
6. Increase in hourly instructional assistant wages to align with actual usage and need	450,000
7. Increase in contracted services to align with actual usage and need	450,000
8. Changes in salaries, due mostly to hiring turnover	616,086
9. Increase to fund negotiated agreements including 2.5% one-time salary bonus	<u>638,448</u>
<b>Total Non-Restricted Increase - Category 13 - Special Education</b>	<b>1,059,429</b>
<b>Restricted Budget Net Decrease - Category 13 - Special Education</b>	<b><u>(745,223)</u></b>
<b>TOTAL DECREASE - Category 13 - Special Education</b>	<b>\$ 314,206</b>



# 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.

<b>Unrestricted Fund Summary</b>		<b>Actual 11-12</b>	<b>Approved 12-13</b>	<b>Approved 13-14</b>	<b>Approved Increase/ (Decrease)</b>	<b>% Change</b>
<b>16 Textbooks &amp; Instructional Supplies</b>						
3 Supplies/Materials		\$8,146,217	\$7,399,462	\$7,395,569	(\$3,893)	-0.05%
<b>Restricted Fund Summary</b>						
<b>16 Textbooks &amp; Instructional Supplies</b>						
3 Supplies/Materials		\$443,286	\$1,236,485	\$837,694	(\$398,791)	-32.25%

**Category 16- Textbooks & Instructional Supplies**  
**Changes - FY 2014**

**Non-Restricted Budget Changes**

1. Numerous small changes to various non-salary line items (e.g., general supplies) \$ (3,893)

**Total Non-Restricted Decrease - Category 16- Textbooks & Instructional Supplies** **(3,893)**

**Restricted Budget Net Decrease - Category 16- Textbooks & Instructional Supplies** **(398,791)**

**TOTAL DECREASE - Category 16- Textbooks & Instructional Supplies** **\$ (402,684)**

# 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

<b>Unrestricted Fund Summary</b>	<b>Actual 11-12</b>	<b>Approved 12-13</b>	<b>Approved 13-14</b>	<b>Approved Increase/ (Decrease)</b>	<b>% Change</b>
<b>17 Other Instructional Costs</b>					
2 Contracted Services	\$1,010,621	\$1,034,236	\$1,049,910	\$15,674	1.52%
4 Other Charges	\$399,727	\$475,335	\$485,651	\$10,316	2.17%
5 Land, Bldg, Equip Additional	\$429,916	\$75,500	\$81,062	\$5,562	7.37%
6 Land, Bldg, Equip Replacement	\$57,314	\$30,000	\$32,000	\$2,000	6.67%
9 Transfers	\$97,625	\$427,000	\$227,000	(\$200,000)	-46.84%
	\$1,995,203	\$2,042,071	\$1,875,623	(\$166,448)	-8.15%
<b>Restricted Fund Summary</b>					
<b>17 Other Instructional Costs</b>					
2 Contracted Services	\$324,695	\$358,429	\$269,607	(\$88,822)	-24.78%
4 Other Charges	\$98,787	\$536,409	\$492,630	(\$43,779)	-8.16%
5 Land, Bldg, Equip Additional	\$59,131	\$44,814	\$44,800	(\$14)	-0.03%
9 Transfers	\$28,912	\$38,300	\$43,000	\$4,700	12.27%
	\$511,525	\$977,952	\$850,037	(\$127,915)	-13.08%

**Category 17- Other Instructional Costs**  
**Changes - FY 2014**

**Non-Restricted Budget Changes**

1. Reduction in costs billed by State of Maryland for educating adjudicated youth	\$ (200,000)
2. Numerous small changes to various non-salary line items (e.g., rental of copiers, new and replacement classroom furniture)	8,552
3. Increase for estimated cost of newly mandated school system share of tuition for students concurrently enrolled in college	<u>25,000</u>
<b>Total Non-Restricted Decrease - Category 17- Other Instructional Costs</b>	<b>(166,448)</b>

**Restricted Budget Net Decrease - Category 17- Other Instructional Costs** (127,915)

**TOTAL DECREASE - Category 17- Other Instructional Costs** **\$ (294,363)**



## 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.

<b>Debt Service Fund Summary</b>	<b>Actual 11-12</b>	<b>Approved 12-13</b>	<b>Approved 13-14</b>	<b>Approved Increase/ (Decrease)</b>	<b>% Change</b>
<b>14 Debt Service</b>					
Interest - Local Share	\$4,959,769	\$5,010,000	\$4,770,000	(\$240,000)	-4.79%
Principal - Local Share	\$8,563,823	\$8,090,000	\$9,030,000	\$940,000	11.62%
<b>Total Debt Service</b>	<b>\$13,523,592</b>	<b>\$13,100,000</b>	<b>\$13,800,000</b>	<b>\$700,000</b>	<b>5.34%</b>

# 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.

<b>Food Service Fund Summary</b>	<b>Actual 11-12</b>	<b>Approved 12-13</b>	<b>Approved 13-14</b>	<b>Approved Increase/ (Decrease)</b>	<b>% Change</b>
<b>08 Fixed Charges</b>					
4 Other Charges	\$1,393,293	\$1,446,486	\$1,400,252	(\$46,234)	-3.20%
<b>09 Food Services</b>					
1 Salaries	\$2,504,810	\$2,453,963	\$2,528,723	\$74,760	3.05%
2 Contracted Services	\$3,212	\$2,000	\$21,500	\$19,500	975.00%
3 Supplies/Materials	\$2,441,856	\$2,728,727	\$2,570,000	(\$158,727)	-5.82%
4 Other Charges	\$21,821	\$133,650	\$20,150	(\$113,500)	-84.92%
5 Land, Bldg, Equip Additional	\$0	\$10,000	\$10,000	\$0	0.00%
6 Land, Bldg, Equip Replacement	\$103,420	\$120,000	\$20,000	(\$100,000)	-83.33%
	<b>\$6,468,412</b>	<b>\$6,894,826</b>	<b>\$6,570,625</b>	<b>(\$324,201)</b>	<b>-4.70%</b>





## Section IV

# Grant Information & Enrollment Data



**Race to the Top**

*Estimated Funding / FTEs:* \$ 18,409 / 0.00

*Purpose of Funds:* Formula and discretionary grants to assist in complying with the Race to the Top program objectives.

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

*Estimated Funding / FTEs:* \$ 5,527,898 / 67.40

*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:* \$ 219,155 / 2.40

*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:* \$ 1,268,303 / 22.30

*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:* \$ 227,250 / 0.00

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

**No Child Left Behind Act (NCLBA)**

**Title I, Part A – Improving Basic Programs**

*Estimated Funding / FTEs:* \$ 2,316,432 / 21.60

*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:* \$ 729,741 / 2.00

*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:* \$ 31,348 / 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 Grants**

*Estimated Funding / FTEs:* \$ 848,719 / 0.00

*Purpose of Funds:* Other small 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 2014 Grant Summary – State Funding***

**Estimated Funding / FTEs: \$ 4,155,769 / 3.00**

### **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: \$ 142,486 / 2.00*

*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: \$ 322,000 / 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.

### **Maryland Model for School Readiness**

*Estimated Funding / FTEs: \$ 42,352 / 0.00*

*Purpose of Grant:* To provide training to early childhood educators to ensure that children are ready to learn by grade 2.

### **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: \$ 200,000 / 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: \$ 122,670 / 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: \$ 100,000 / 0.00*

***FY 2014 Grant Summary – Other Funding***

**Estimated Funding / FTEs: \$ 433,062 / 0.00**

**Tuition & Fees – Summer School Programs**

*Estimated Funding / FTEs: \$ 40,300 / 0.00*

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

**Tuition & Fees – Carroll Co. General Hospital**

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

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

**Outdoor School**

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

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

**Assorted Small Grants and Donations**

*Estimated Funding / FTEs: \$ 79,575 / 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: \$ 150,000 / 0.00*



# SCHOOL ENROLLMENTS and ENROLLMENT PROJECTIONS

<b>Elementary School Enrollment Totals (FTE)</b>								
SCHOOL	Actual				Projected	Change Over Prior	Projected	
	09-10	10-11	11-12	12-13	13-14		14-15	15-16
CARROLLTOWNE ELEMENTARY	612	619	576	548	540	(8)	534	500
CHARLES CARROLL ELEMENTARY	322	325	307	285	292	7	292	283
CRANBERRY STATION ELEMENTARY	469	453	453	460	457	(3)	442	430
EBB VALLEY ELEMENTARY	483	492	496	505	497	(8)	504	495
ELDERSBURG ELEMENTARY	521	517	515	488	479	(9)	462	461
ELMER WOLFE ELEMENTARY	397	394	393	393	384	(9)	367	360
FREEDOM ELEMENTARY	539	571	537	533	533	0	521	500
FRIENDSHIP VALLEY ELEMENTARY	479	475	483	493	500	7	480	469
HAMPSTEAD ELEMENTARY	381	391	366	361	353	(8)	341	329
LINTON SPRINGS ELEMENTARY	671	655	681	663	641	(22)	624	615
MANCHESTER ELEMENTARY	571	586	573	603	595	(8)	589	582
MECHANICSVILLE ELEMENTARY	564	567	592	549	546	(3)	517	495
MT. AIRY ELEMENTARY	499	509	500	514	501	(13)	499	465
PARR'S RIDGE ELEMENTARY	504	489	489	459	456	(3)	426	433
PINEY RIDGE ELEMENTARY	594	599	598	599	588	(11)	564	555
ROBERT MOTON ELEMENTARY	443	461	428	397	387	(10)	390	383
RUNNYMEDE ELEMENTARY	545	544	544	555	530	(25)	549	530
SANDYMOUNT ELEMENTARY	456	451	470	453	440	(13)	434	426
SPRING GARDEN ELEMENTARY	509	511	519	522	514	(8)	509	502
TANEYTOWN ELEMENTARY	441	428	434	455	446	(9)	440	439
WESTMINSTER ELEMENTARY	570	547	535	529	535	6	518	505
WILLIAM WINCHESTER ELEMENTARY	577	600	613	585	611	26	591	567
WINFIELD ELEMENTARY	650	628	587	568	544	(24)	524	501
<b>ELEMENTARY TOTALS</b>	<b>11,797</b>	<b>11,812</b>	<b>11,689</b>	<b>11,517</b>	<b>11,369</b>	<b>(148)</b>	<b>11,117</b>	<b>10,825</b>
<b>Increase/(Decrease)</b>	<b>(13)</b>	<b>15</b>	<b>(123)</b>	<b>(172)</b>	<b>(148)</b>		<b>(252)</b>	<b>(292)</b>

<b>Middle School Enrollment Totals (FTE)</b>								
SCHOOL	Actual				Projected	Change Over Prior	Projected	
	09-10	10-11	11-12	12-13	13-14		14-15	15-16
MT. AIRY MIDDLE	603	594	629	636	653	17	619	644
NEW WINDSOR MIDDLE	432	404	378	371	377	6	393	385
NORTH CARROLL MIDDLE	617	621	615	601	632	31	613	634
NORTHWEST MIDDLE	526	524	546	503	532	29	506	510
OKLAHOMA ROAD MIDDLE	788	732	787	804	836	32	784	773
SHILOH MIDDLE	739	670	670	654	671	17	650	652
SYKESVILLE MIDDLE	866	822	794	779	814	35	851	827
WESTMINSTER EAST MIDDLE	716	716	708	725	713	(12)	720	726
WESTMINSTER WEST MIDDLE	1,028	1,042	1,020	977	960	(17)	1,005	1,024
<b>MIDDLE SCHOOL TOTALS</b>	<b>6,315</b>	<b>6,125</b>	<b>6,147</b>	<b>6,050</b>	<b>6,188</b>	<b>138</b>	<b>6,141</b>	<b>6,175</b>
<b>Increase/(Decrease)</b>	<b>(20)</b>	<b>(190)</b>	<b>22</b>	<b>(97)</b>	<b>138</b>		<b>(47)</b>	<b>34</b>

## SCHOOL ENROLLMENTS and ENROLLMENT PROJECTIONS

<b>High School Enrollment Totals (FTE)</b>								
SCHOOL	Actual				Projected	Change Over Prior	Projected	
	09-10	10-11	11-12	12-13	13-14		14-15	15-16
CENTURY HIGH	1,282	1,236	1,216	1,187	1,147	(40)	1,121	1,103
FRANCIS SCOTT KEY HIGH	1,149	1,080	989	1,021	981	(40)	961	967
LIBERTY HIGH	1,205	1,188	1,166	1,141	1,062	(79)	1,070	1,096
MANCHESTER VALLEY HIGH	572	753	770	775	754	(21)	776	757
NORTH CARROLL HIGH	1,030	829	794	780	762	(18)	739	736
SOUTH CARROLL HIGH	1,100	1,114	1,104	1,087	1,116	29	1,145	1,116
WESTMINSTER HIGH	1,713	1,688	1,668	1,591	1,560	(31)	1,527	1,488
WINTERS MILL HIGH	1,199	1,187	1,174	1,173	1,165	(8)	1,184	1,198
HIGH SCHOOL TOTALS	9,250	9,075	8,881	8,755	8,547	(208)	8,523	8,461
<i>Increase/(Decrease)</i>	(181)	(175)	(194)	(126)	(208)		(24)	(62)

<b>Other School Enrollment Totals (FTE)</b>								
SCHOOL	Actual				Projected	Change Over Prior	Projected	
	09-10	10-11	11-12	12-13	13-14		14-15	15-16
GATEWAY SCHOOL	88	55	57	60	60	0	59	58
CROSSROADS	0	6	5	6	6	0	6	6
PRIDE	0	12	18	15	15	0	15	15
CARROLL SPRINGS SCHOOL	36	33	41	47	47	0	46	46
POST SECONDARY	38	59	58	32	32	0	31	31
FLEXIBLE STUDENT SUPPORT	0	24	41	32	32	0	31	31
OTHER SCHOOL TOTALS	162	189	220	192	192	0	188	187
<i>Increase/(Decrease)</i>	(7)	27	31	(28)	0		(4)	(1)

<b>Total Enrollment (FTE)</b>								
	Actual				Projected	Change Over Prior	Projected	
	09-10	10-11	11-12	12-13	13-14		14-15	15-16
GRAND TOTAL	27,524	27,201	26,937	26,514	26,296	(218)	25,969	25,648
TOTAL INCREASE/DECREASE	(221)	(323)	(264)	(423)	(218)		(327)	(321)





## Section V

# Capital Improvement Program Information



### APPROVED FY 2014 CAPITAL BUDGET

	Prior Authorization/Allocation			Fiscal Year 2014 Funding				Total Request
	State	County	Total	State	Request For	County	Request For	
West MS Roof Replacement		\$ 235,000	\$ 235,000	\$ 1,266,000	(SR)	\$ 1,054,000	(SR)	\$ 2,320,000
Eldersburg ES Open Space Enclosures				\$ 1,858,000	(C)			\$ 1,858,000
Carroll Springs Roof Replacement				\$ 428,000	(SR)	\$ 417,000	(SR)	\$ 845,000
Taneytown ES Roof Replacement				\$ 505,000	(SR)	\$ 550,000	(SR)	\$ 1,055,000
Energy Efficiency Initiative - Lighting Projects				\$ 2,463,000	(SR)			\$ 2,463,000
Manchester ES Roof Replacement						\$ 95,000	(P)	\$ 95,000
Manchester ES HVAC Replacement						\$ 310,000	(P)	\$ 310,000
Paving						\$ 330,000	(C)	\$ 330,000
Technology Improvements						\$ 2,000,000	(C)	\$ 2,000,000
Roofing Improvements						\$ 150,000	(C)	\$ 150,000
								\$ -
Transfer to Operating Budget for BOE Debt Service						\$ 12,821,315		\$ 12,821,315
	\$ -	\$ 235,000	\$ 235,000	\$ 6,520,000		\$ 17,727,315		\$ 24,247,315

- (S) = HVAC Scope Study
- (FS) = PSCP Required Feasibility Study
- (P) = Planning Approval [State] or Planning Funds [County]
- (SR) = Systemic Renovation
- (C) = Construction Funding
- (E) = Furniture & Equipment Funds

**APPROVED FY 2015-2019 CAPITAL IMPROVEMENT PROGRAM PLAN**

(\$ ,000 omitted)

Project Title	FY2015		FY2016		FY2017		FY2018		FY2019		Total
	State	Local	State	Local	State	Local	State	Local	State	Local	
<b>Roof Replacements</b>											\$ -
Manchester ES - Roof Replacement	\$ 676,000	\$ 594,000									\$ 1,270,000
Carroll County Career & Technology Ctr. - Roof Replacement		\$ 160,000	\$ 1,150,000	\$ 1,050,000							\$ 2,360,000
Future Replacements					\$ 1,392,000	\$ 1,008,000	\$ 1,450,000	\$ 1,050,000	\$ 1,508,000	\$ 1,092,000	\$ 7,500,000
<b>HVAC-Replacements</b>											\$ -
Manchester ES - System Replacement	\$ 2,223,000	\$ 1,902,000									\$ 4,125,000
Future Replacements					\$ 957,000	\$ 943,000	\$ 1,015,000	\$ 985,000	\$ 1,073,000	\$ 1,027,000	\$ 6,000,000
<b>Annual Requests</b>											\$ -
Paving		\$ 340,000		\$ 350,000		\$ 360,000		\$ 370,000		\$ 380,000	\$ 1,800,000
Roofing Improvements		\$ 155,000		\$ 160,000		\$ 165,000		\$ 170,000		\$ 175,000	\$ 825,000
<b>Transfer to Operating Budget for BOE Debt Service</b>		\$ 13,020,461		\$ 12,606,990		\$ 12,118,837		\$ 11,397,114		\$ 10,762,741	\$ 59,906,143
	\$ 2,899,000	\$ 16,171,461	\$ 1,150,000	\$ 14,166,990	\$ 2,349,000	\$ 14,594,837	\$ 2,465,000	\$ 13,972,114	\$ 2,581,000	\$ 13,436,741	\$ 83,786,143

**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**

**Beverly J. Hale, Printing Technician**

**NOTICE OF NON-DISCRIMINATION**

The Carroll County Public Schools (CCPS) does not discriminate on the basis of race, color, ancestry or national origin, religion, sex, disability, or age in its programs and activities. The CCPS provides nondiscriminatory 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**