



# Superintendent's Proposed 2021-2022 Operating Budget



# ***PROPOSED OPERATING BUDGET***

***FOR THE FISCAL YEAR ENDING  
JUNE 30, 2022***

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

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Superintendent of Schools***

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Westminster, Maryland

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

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

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Information concerning the Americans with Disabilities Act is available from the Director of Facilities Management, (410) 751-3177, or the Communications Officer, (410) 751-3020, 125 North Court Street, Westminster, Maryland 21157.

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# Superintendent's Proposed FY 2022 Operating Budget Summary

The Superintendent's Proposed Budget faces significant uncertainties in revenues due to the Coronavirus (Covid-19). Superintendent Dr. Steven Lockard is recommending to the Board of Education a budget with assumptions about FY 2022 revenues and that also includes funding for competitive salaries and school-based improvements to the school system in line with the CCPS Strategic Plan.

## Revenues

- Total non-restricted operating budget proposed revenues are \$346,947,820, a decrease of \$976,369 or 0.28%.
- Request from the Carroll County Government is for \$204,617,860, which is an increase of \$6,210,160 (3.13%), as reflected in the county government's 5-Year Operating Plan.
- While FY 2021 enrollment has dropped due to parent concerns about Coronavirus (Covid-19) in Carroll and state-wide, the Superintendent is optimistic that the State of Maryland will implement a one-time hold harmless to limit or eliminate a decrease in State revenues due to enrollment for FY 2022. Therefore the proposed budget assumes that state revenues will be the same as they were in FY 2021.

## Expenditure increases align with the CCPS Strategic Plan:

### Pillar I: Provide Multiple Pathway Opportunities for Student Success

- Required Compensatory Services – recommendation of some Special Education Teachers from 10-month to 11-month.
- Instructional Resources – align budget to meet growing needs that support student academic achievement in the classroom.

### Pillar III Develop and Support a Successful Workforce

- Competitive salaries continue to be a priority focus (collective bargaining is currently underway).

## Coronavirus (Covid-19)

- In addition to the revenue and expenditure impacts described above, additional academic recovery and special education compensatory service needs will be addressed later in the budget process.

## Proposed Budget Aligns with CCPS Strategic Plan



The Proposed Budget aligns with the Board of Education's Strategic Planning Pillars. The Strategic Planning Pillars are adopted in Board policy and serve as the framework for the CCPS Strategic Plan. The Pillars define four focus areas around which the Strategic Plan is constructed. Clear objectives, appropriate actions and strategies, and measures of success have been developed, implemented, monitored, and evaluated. More information is available on the school system's website at: [www.carrollk12.org/boe/StrategicPlan](http://www.carrollk12.org/boe/StrategicPlan)

For the complete proposed budget, copies of presentations, a schedule of hearings, and the timeline for approval, please visit the CCPS Budget online:  
[www.carrollk12.org/admin/](http://www.carrollk12.org/admin/)

**Comparison of Proposed FY 2022 Non-Restricted Operating Budget  
to Approved FY 2021 Non-Restricted Operating Budget**

**Changes in Non-Restricted Revenue**

Increase in County Revenue	6,210,160
Uses of Fund Balance (one-time in FY 2021):	\$ (7,186,529)
Increase in State Formula Aid	<u>-</u>
Net Change in Non-Restricted Revenue	<u><u>\$ (976,369)</u></u>

**Changes in Non-Restricted Expenditures**

Pool for Salary Negotiations and School-Based Priority Improvements *	6,210,160
Student Transportation Contractor Cost Increases	427,235
Employee Health Care Cost increases	272,821
System Insurance Policies Increases	104,600
Hiring Turnover and Other Changes	(804,656)
Uses of Fund Balance (one-time in FY 2021):	
Transfers to Capital Improvement Projects Fund	\$ (3,500,000)
Summer Learning Recovery	(962,487)
Special Education Compensatory Services	<u>(2,724,042)</u>
Total Uses of Fund Balance	<u>\$ (7,186,529)</u>
Net Changes in Non-Restricted Expenditures	<u><u>\$ (976,369)</u></u>

\* Salaries determined through the collective bargaining process





## Section I

# CCPS Facts & Data



## Carroll County Public Schools

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

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

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

### Budget Facts



**Operating Budget (FY2021):** \$347.9 million (Non-Restricted)  
\$ 23.5 million (Restricted)  
\$371.4 million (TOTAL)

**Local Revenue (FY2021):** \$198.4 million (47.6% of County Revenue)

**CCPS per Pupil Expenditure (FY2019)<sup>1</sup>:** \$14,519 (17th)

**State per Pupil Expenditure (FY2019)<sup>1</sup>:** \$15,848

**CCPS Wealth per Pupil (FY2020):** \$531,086 (10th)

**State Wealth per Pupil (FY 2020):** \$558,979

**Return on Investment<sup>2</sup>:** \$1.44 per \$1 in Operational Expenditures  
\$1.55 per \$1 in Capital Spending

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

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

### Fast Facts



#### 44 Schools

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

#### Enrollment (9/30/2020)

24,568	Total Enrollment
10,800	Elementary
13,768	Secondary

#### Student Race/Ethnicity (9/30/2020)

American Indian/Alaska Native	0.2%
Asian	3.0%
Black/African American	4.3%
White	81.0%
Hispanic	7.4%
Native Hawaiian/Other Pacific Islander	0.3%
Two or More Races	3.9%

#### Students Receiving Special Services (2019-20)

Free/Reduced Price Lunch	21.8%
Special Education	11.8%
Limited English Proficient	≤ 5.0%

#### Attendance Rate (2019-20)

Elementary	≥ 95.0%
Middle	≥ 95.0%
High	≥ 95.0%

#### 2020 Graduation Rate

4-Year Adjusted Cohort	≥ 95.0%
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#### Grade 12 Documented Decisions (2019-20)

4-Year College	45.9%
2-Year College	28.5%

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

**Core Values:**

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

<b>Core Beliefs</b>	
<b>The Board of Education believes that the Carroll County Public Schools system operates effectively and efficiently when:</b>	
<b>The greater Carroll County Community:</b>	<ul style="list-style-type: none"> <li>• Values the importance of a quality education</li> <li>• Supports educational initiatives at home</li> <li>• Volunteers in schools</li> <li>• Forms partnerships with schools to support system initiatives</li> </ul>
<b>All central office staff:</b>	<ul style="list-style-type: none"> <li>• Establish and maintain a framework for organizational decisions to be based on empirical data</li> <li>• Establish and maintain a safe and orderly environment for students and staff</li> <li>• Provide adequate resources that are equitably distributed</li> <li>• Provide an equitable educational opportunity for all students</li> <li>• Communicate effectively with all stakeholders</li> <li>• Enforce accountability for system initiatives</li> <li>• Model effective leadership and professional respect</li> <li>• Provide a diverse program of studies with a global perspective designed to meet students' educational goals</li> <li>• Respect and appreciate diversity</li> <li>• Coordinate professional development opportunities that are relevant, site-base, job embedded, aligned with the tenets of cultural proficiency, and meet the needs of all staff</li> <li>• Empower employees, students, and communities to make school-based decisions within an established framework</li> </ul>
<b>All school staff:</b>	<ul style="list-style-type: none"> <li>• Welcome their school community</li> <li>• Establish positive home and school relationships</li> <li>• Provide a safe and orderly learning environment for students and staff</li> <li>• Work to ensure that every child succeeds</li> <li>• Display cultural proficiency while respecting and appreciating diversity</li> <li>• Prepare students with a global education</li> <li>• Place priority on the educational needs of students</li> <li>• Motivate students to learn</li> <li>• Recognize the unique learning styles of each student</li> <li>• Facilitate learning by encouraging, prompting, interacting, and connecting with students</li> <li>• Establish and maintain positive and appropriate relationships with students</li> <li>• Ensure learning by providing instruction that meets each student's individual needs</li> <li>• Support student success</li> <li>• Encourage students to make choices that provide challenges</li> <li>• Assess student progress through both formal and informal methods and then provide appropriate and targeted data-driven instruction</li> <li>• Engage students in rigorous and relevant instruction</li> </ul>
<b>All students:</b>	<ul style="list-style-type: none"> <li>• Enroll in coursework that prepares them to be career – college ready</li> <li>• Obtain the skills to thrive as independent 21st century learners</li> <li>• Become knowledgeable, responsible, and caring citizens</li> <li>• Respect and appreciate diversity among peers</li> <li>• Demonstrate respect for the learning environment and other individuals</li> <li>• Reach their potential</li> <li>• Develop effective communication, interpersonal, and leadership skills</li> <li>• Participate in varied co-curricular and extracurricular activities</li> </ul>

## Student Performance Facts

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### 2018 PARCC English Language Arts/Literacy

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

### 2018 PARCC Mathematics

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

## Strategic Plan 2018-2023

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



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

### SAT Participation and Scores

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

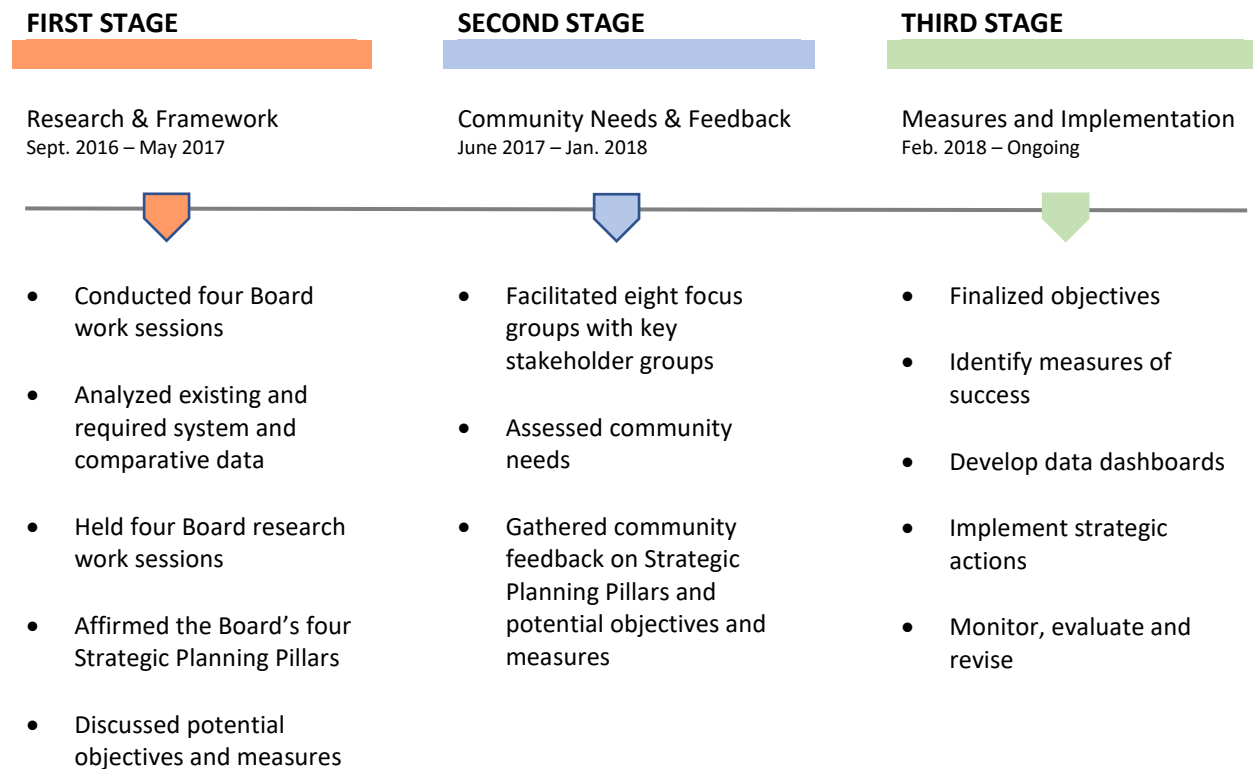
## Staffing Facts – October 2017

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



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



## ANNUAL REPORTING & EVALUATION

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

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



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



## **PILLAR I PROVIDE MULTIPLE PATHWAY OPPORTUNITIES FOR STUDENT SUCCESS**

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



## **PILLAR II STRENGTHEN PRODUCTIVE FAMILY AND COMMUNITY PARTNERSHIPS**

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



## **PILLAR III DEVELOP AND SUPPORT A SUCCESSFUL WORKFORCE**

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



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

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



# SCHOOL ENROLLMENTS and ENROLLMENT PROJECTIONS

Elementary School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected <sup>2</sup>	Change <sup>2</sup>	Projected <sup>2</sup>	
	17-18	18-19	19-20	20-21 <sup>1</sup>	21-22	Over Prior	22-23	23-24
CARROLLTOWNE ELEMENTARY	545	530	576	582	646	64	645	666
CRANBERRY STATION ELEMENTARY	509	507	519	537	524	(13)	531	534
EBB VALLEY ELEMENTARY	545	517	542	527	582	55	589	604
ELDERSBURG ELEMENTARY	454	431	446	454	460	7	454	468
ELMER WOLFE ELEMENTARY	407	405	427	416	452	36	448	462
FREEDOM ELEMENTARY	511	540	576	542	633	91	648	667
FRIENDSHIP VALLEY ELEMENTARY	497	493	488	412	512	100	516	516
HAMPSTEAD ELEMENTARY	357	370	380	375	420	45	424	437
LINTON SPRINGS ELEMENTARY	628	613	632	667	661	(6)	686	698
MANCHESTER ELEMENTARY	626	636	655	593	675	82	671	670
MECHANICSVILLE ELEMENTARY	461	487	476	419	519	100	524	522
MT. AIRY ELEMENTARY	436	465	460	436	459	23	459	461
PARR'S RIDGE ELEMENTARY	455	467	451	380	475	95	478	486
PINEY RIDGE ELEMENTARY	530	515	527	529	514	(15)	517	528
ROBERT MOTON ELEMENTARY	416	386	414	374	442	68	445	461
RUNNYMEDE ELEMENTARY	589	609	601	559	651	92	659	689
SANDYMOUNT ELEMENTARY	450	453	493	471	517	46	528	525
SPRING GARDEN ELEMENTARY	451	427	410	429	402	(27)	398	396
TANEYTOWN ELEMENTARY	406	374	392	372	402	30	400	401
WESTMINSTER ELEMENTARY	521	527	528	531	561	30	579	579
WILLIAM WINCHESTER ELEMENTARY	547	538	513	474	523	49	522	530
WINFIELD ELEMENTARY	540	574	597	568	649	81	675	669
ELEMENTARY TOTALS (total without rounding)	10,876	10,864	11,103	10,643	11,679	1,033	11,796	11,969
<b>Increase/(Decrease)</b>	68	(12)	239	(461)	1,037	1,033	117	173

Middle School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change	Projected	
	17-18	18-19	19-20	20-21 <sup>1</sup>	21-22	Over Prior	22-23	23-24
MT. AIRY MIDDLE	737	697	714	687	722	35	716	756
NORTH CARROLL MIDDLE	617	631	628	625	625	0	629	636
NORTHWEST MIDDLE	653	689	682	626	626	0	647	651
OKLAHOMA ROAD MIDDLE	748	742	695	712	710	(2)	776	786
SHILOH MIDDLE	661	659	658	591	639	48	636	667
SYKESVILLE MIDDLE	761	792	784	749	779	30	739	757
WESTMINSTER EAST MIDDLE	712	717	748	702	761	59	722	744
WESTMINSTER WEST MIDDLE	962	927	935	872	900	28	874	941
MIDDLE SCHOOL TOTALS	5,851	5,854	5,844	5,564	5,762	198	5,739	5,938
<b>Increase/(Decrease)</b>	(79)	3	(10)	(280)	198	198	(23)	199

Note: some totals may differ due to rounding

<sup>1</sup> 2020-2021 enrollment reflects changes associated with COVID-19. Enrollment includes students attending in various formats, including 100% virtual.

<sup>2</sup> Projected enrollments are the most recently available projections and do not reflect changes associated with the 2020-2021 enrollment drop and COVID-19.

# SCHOOL ENROLLMENTS and ENROLLMENT PROJECTIONS

High School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change	Projected	
	17-18	18-19	19-20	20-21 <sup>1</sup>	21-22	Over Prior	22-23	23-24
CENTURY HIGH	1,133	1,128	1,139	1,132	1,116	(16)	1,118	1,089
FRANCIS SCOTT KEY HIGH	921	929	922	879	919	40	910	898
LIBERTY HIGH	1,101	1,049	1,044	993	994	1	964	972
MANCHESTER VALLEY HIGH	1,341	1,304	1,325	1,316	1,355	39	1,361	1,357
SOUTH CARROLL HIGH	1,048	1,031	1,011	981	953	(28)	940	940
WESTMINSTER HIGH	1,537	1,540	1,522	1,500	1,457	(43)	1,443	1,401
WINTERS MILL HIGH	1,113	1,126	1,079	1,069	1,099	30	1,148	1,129
HIGH SCHOOL TOTALS	8,194	8,107	8,042	7,870	7,893	23	7,884	7,786
<b>Increase/(Decrease)</b>	41	(87)	(65)	(172)	23	23	(9)	(98)

Other School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change	Projected	
	17-18	18-19	19-20	20-21 <sup>1</sup>	21-22	Over Prior	22-23	23-24
GATEWAY SCHOOL	72	69	66	51	67	16	67	67
CROSSROADS MIDDLE SCHOOL	9	5	9	7	9	2	9	9
PRIDE SCHOOL	15	9	8	8	8	0	8	8
CARROLL SPRINGS SCHOOL	54	42	33	28	33	5	34	34
TRANSITION CONNECTIONS ACADEMY	37	41	44	50	45	(5)	45	45
FLEXIBLE STUDENT SUPPORT	22	24	22	32	22	(10)	22	22
OTHER SCHOOL TOTALS	209	190	182	176	184	8	185	185
<b>Increase/(Decrease)</b>	34	(19)	(8)	(6)	8	8	1	0

Total Enrollment (FTE)								
SCHOOL	Actual				Projected	Change	Projected	
	17-18	18-19	19-20	20-21 <sup>1</sup>	21-22	Over Prior	22-23	23-24
GRAND TOTAL (total without rounding)	25,130	25,015	25,166	24,253	25,514	1,262	25,603	25,877
TOTAL INCREASE/DECREASE	64	(115)	156	(919)	1,262	1,262	89	274

Note: some totals may differ due to rounding

<sup>1</sup> 2020-2021 enrollment reflects changes associated with COVID-19. Enrollment includes students attending in various formats, including 100% virtual.

<sup>2</sup> Projected enrollments are the most recently available projections and do not reflect changes associated with the 2020-2021 enrollment drop and COVID-19.

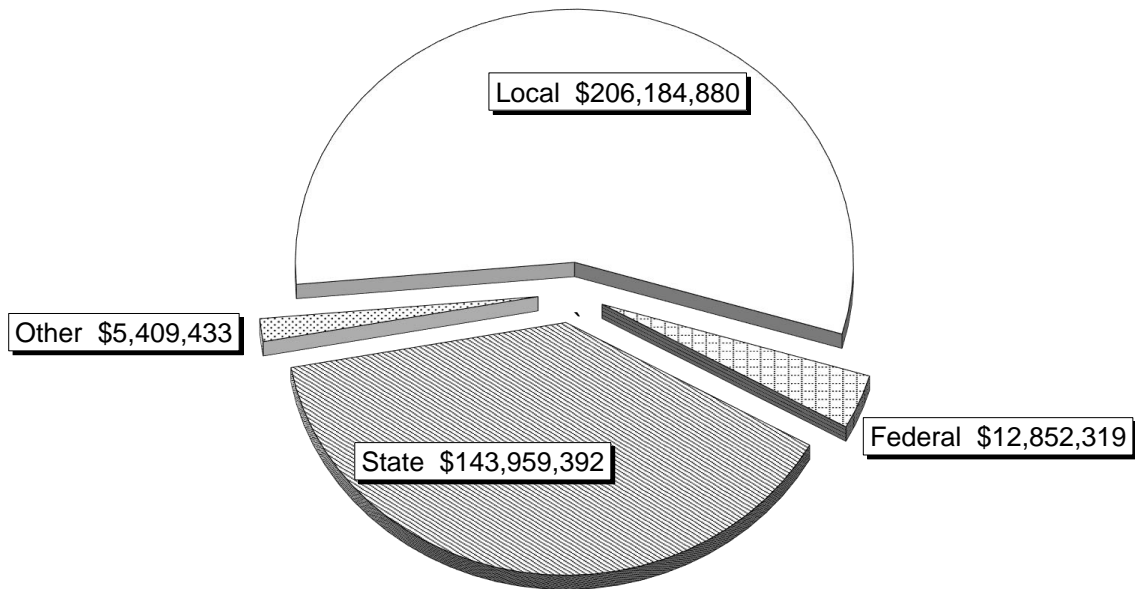


## Section II

# Operating Budget Summary Information



## Combined Non-Restricted and Restricted Revenue 2021-2022 Proposed Operating Budget

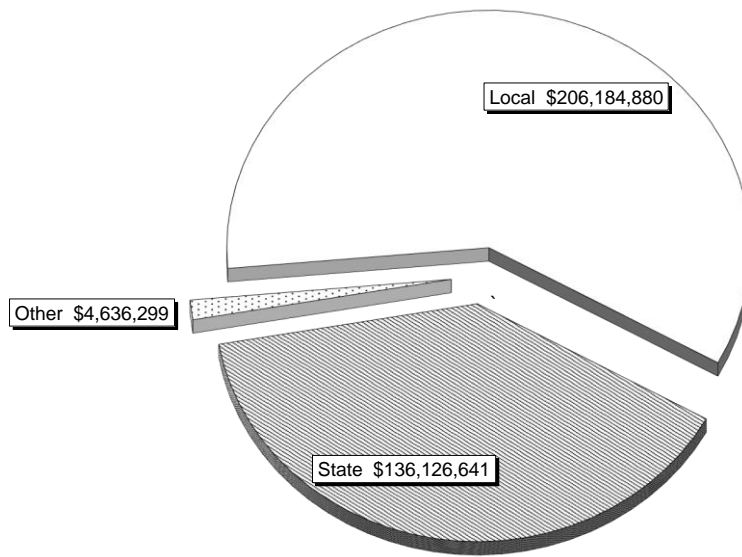


**Total Combined Revenue = \$368,406,024**

	Approved Budget 2020-21	% of Total	Proposed Budget 2021-22	% of Total	(Decrease) Increase Over Previous Year	% Increase (Decrease)
<b>Local Revenue <sup>1</sup></b>	\$ 207,161,249	55.8%	\$ 206,184,880	55.9%	\$ (976,369)	(0.47%)
<b>State Revenue</b>	144,162,713	38.8%	143,959,392	39.1%	(203,321)	(0.14%)
<b>Federal Revenue</b>	14,594,592	3.9%	12,852,319	3.5%	(1,742,273)	(11.94%)
<b>Other Revenue</b>	5,436,831	1.5%	5,409,433	1.5%	(27,398)	(0.50%)
<b>Total Operating Budget</b>	<b>\$ 371,355,385</b>	100.0%	<b>\$ 368,406,024</b>	100.0%	<b>\$ (2,949,361)</b>	<b>(0.79%)</b>

<sup>1</sup> Includes In-Kind Revenue for usage of county-owned buildings and property [ 2020-21 \$750,000; 2021-22: \$750,000 ] and one-time funds from Fund Balance [ 2020-21: \$8,003,549; 2021-22: \$817,020 ]

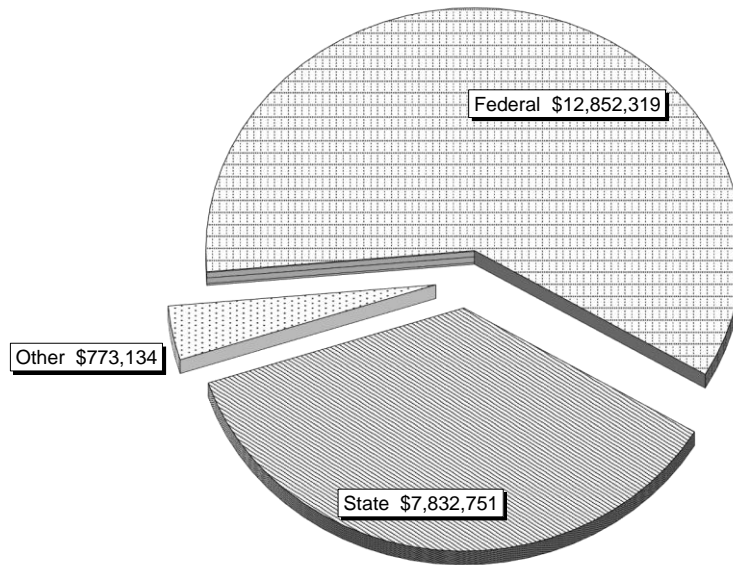
**Non-Restricted Revenue**  
**2021-2022 Proposed Operating Budget**



**Total Non-Restricted Revenue = \$346,947,820**

NON-RESTRICTED REVENUE SOURCES	Approved Budget 2020-21	% of Total	Proposed Budget 2021-22	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
<b>I. Local Revenue</b>						
Current Expense Request	\$ 198,407,700	57.0%	\$ 204,617,860	59.0%	\$ 6,210,160	3.13%
In-Kind for Usage of County Owned Property	750,000	0.2%	750,000	0.2%	-	0.00%
Use of Fund Balance	8,003,549	2.3%	817,020	0.2%	(7,186,529)	n/a
<b>Total Non-Restricted Local Revenue</b>	<b>207,161,249</b>	59.5%	<b>206,184,880</b>	59.4%	<b>(976,369)</b>	<b>(0.47%)</b>
<b>II. State Revenue</b>						
Foundation Program	98,515,629	28.4%	98,515,629	28.4%	-	0.00%
Student Transportation	10,859,372	3.1%	10,859,372	3.1%	-	0.00%
Special Education Formula	8,032,307	2.3%	8,032,307	2.3%	-	0.00%
Compensatory Education	14,893,080	4.3%	14,893,080	4.3%	-	0.00%
Limited English Proficient	1,217,428	0.4%	1,217,428	0.4%	-	0.00%
Declining Enrollment Grant	-	0.0%	-	0.0%	-	0.00%
Supplemental Prekindergarten	324,840	0.1%	324,840	0.1%	-	0.00%
Teacher Salary Incentive	2,255,287	0.6%	2,255,287	0.7%	-	0.00%
Out of County Living Arrangements	28,698	0.0%	28,698	0.0%	-	0.00%
<b>Total Non-Restricted State Revenue</b>	<b>136,126,641</b>	39.2%	<b>136,126,641</b>	39.3%	<b>-</b>	<b>0.00%</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>4,636,299</b>	1.3%	<b>4,636,299</b>	1.3%	<b>-</b>	<b>0.00%</b>
<b>TOTAL NON-RESTRICTED REVENUE</b>	<b>\$ 347,924,189</b>	100.0%	<b>\$ 346,947,820</b>	100.0%	<b>\$ (976,369)</b>	<b>(0.28%)</b>

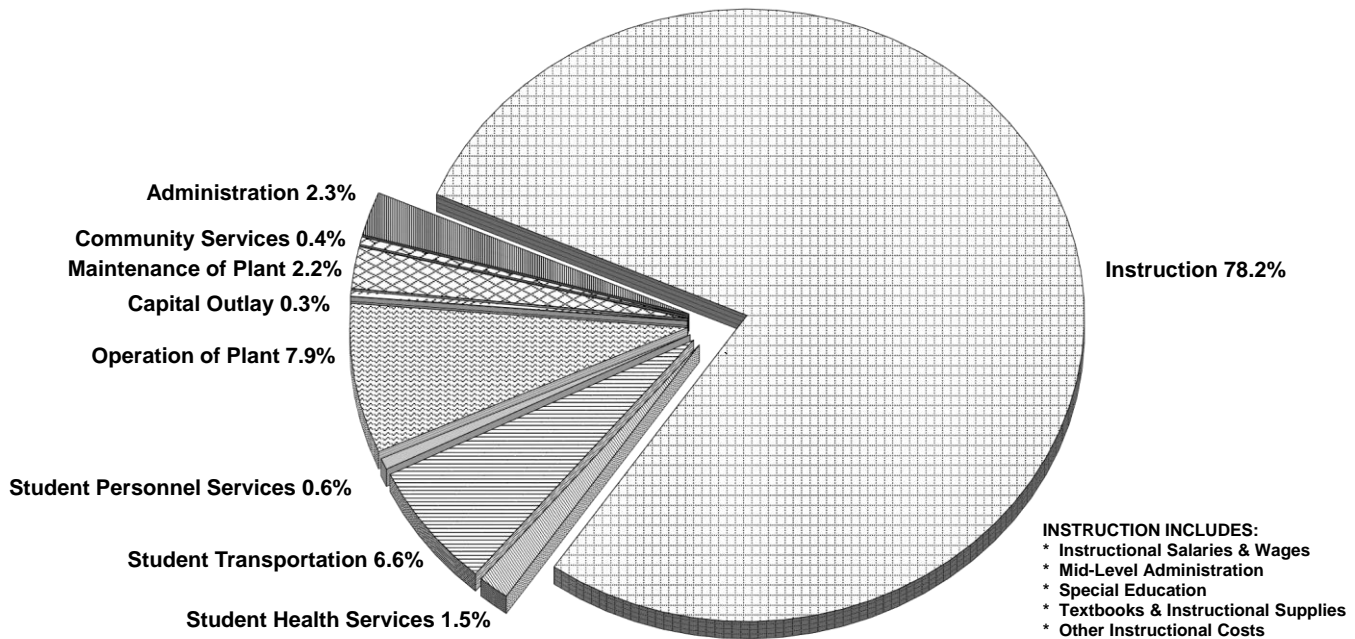
**Restricted Revenue**  
**2021-2022 Proposed Operating Budget**



**Total Restricted Revenue = \$21,458,204**

RESTRICTED REVENUE SOURCES	Approved Budget 2020-21	% of Total	Proposed Budget 2021-22	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
<b>II. State Revenue</b>						
Blueprint for Maryland's Future Grants	\$ 2,175,190	9.3%	\$ 2,175,190	10.1%	\$ -	0.00%
Full-Day Prekindergarten Expansion Grant	411,626	1.8%	399,361	1.9%	(12,265)	(2.98%)
Handicapped Non-Public Placement	3,500,000	14.9%	3,500,000	16.3%	-	0.00%
Infants and Toddlers Program	241,433	1.0%	185,548	0.9%	(55,885)	(23.15%)
Judith P. Hoyer Centers	1,000,000	4.3%	1,000,000	4.7%	-	0.00%
Other State Restricted Revenue	357,823	1.5%	222,652	1.0%	(135,171)	(37.78%)
Carry Forward of Prior Year Grants	350,000	1.5%	350,000	1.6%	-	0.00%
<b>Total Restricted State Revenue</b>	<b>8,036,072</b>	34.3%	<b>7,832,751</b>	36.5%	<b>(203,321)</b>	<b>(2.53%)</b>
<b>III. Federal Revenue</b>						
CARES Act - ESSER Fund	1,975,725	8.4%	-	0.0%	(1,975,725)	n/a
ESSA Title I, Part A: Grants to Local School Systems	1,850,021	7.9%	1,958,623	9.1%	108,602	5.87%
ESSA Title II, Part A: Supporting Effective Instruction	410,308	1.8%	469,647	2.2%	59,339	14.46%
ESSA Title III: English Language Acquisition	42,815	0.2%	42,700	0.2%	(115)	(0.27%)
ESSA Title IV, Part A: Student Support & Academics	173,725	0.7%	175,485	0.8%	1,760	1.01%
IDEA: Special Education	6,375,131	27.2%	6,230,569	29.0%	(144,562)	(2.27%)
Medicaid	1,462,633	6.2%	1,482,561	6.9%	19,928	1.36%
Perkins Vocational & Technical Education Act	204,234	0.9%	204,234	1.0%	-	0.00%
Other Federal Revenue	600,000	2.6%	788,500	3.7%	188,500	31.42%
Carry Forward of Prior Year Grants	1,500,000	6.4%	1,500,000	7.0%	-	0.00%
<b>Total Restricted Federal Revenue</b>	<b>14,594,592</b>	62.3%	<b>12,852,319</b>	59.9%	<b>(1,742,273)</b>	<b>(11.94%)</b>
<b>IV. Other Restricted Revenue</b> (Non-Governmental Grants, Donations, Fees, etc.)						
<b>Total Other Restricted Revenues</b>	<b>800,532</b>	3.4%	<b>773,134</b>	3.6%	<b>(27,398)</b>	<b>(3.42%)</b>
<b>TOTAL RESTRICTED REVENUE</b>	<b>\$ 23,431,196</b>	100.0%	<b>\$ 21,458,204</b>	100.0%	<b>\$ (1,972,992)</b>	<b>(8.42%)</b>

## Distribution by Category of Non-Restricted and Restricted Expenditures 2021-2022 Proposed Operating Budget

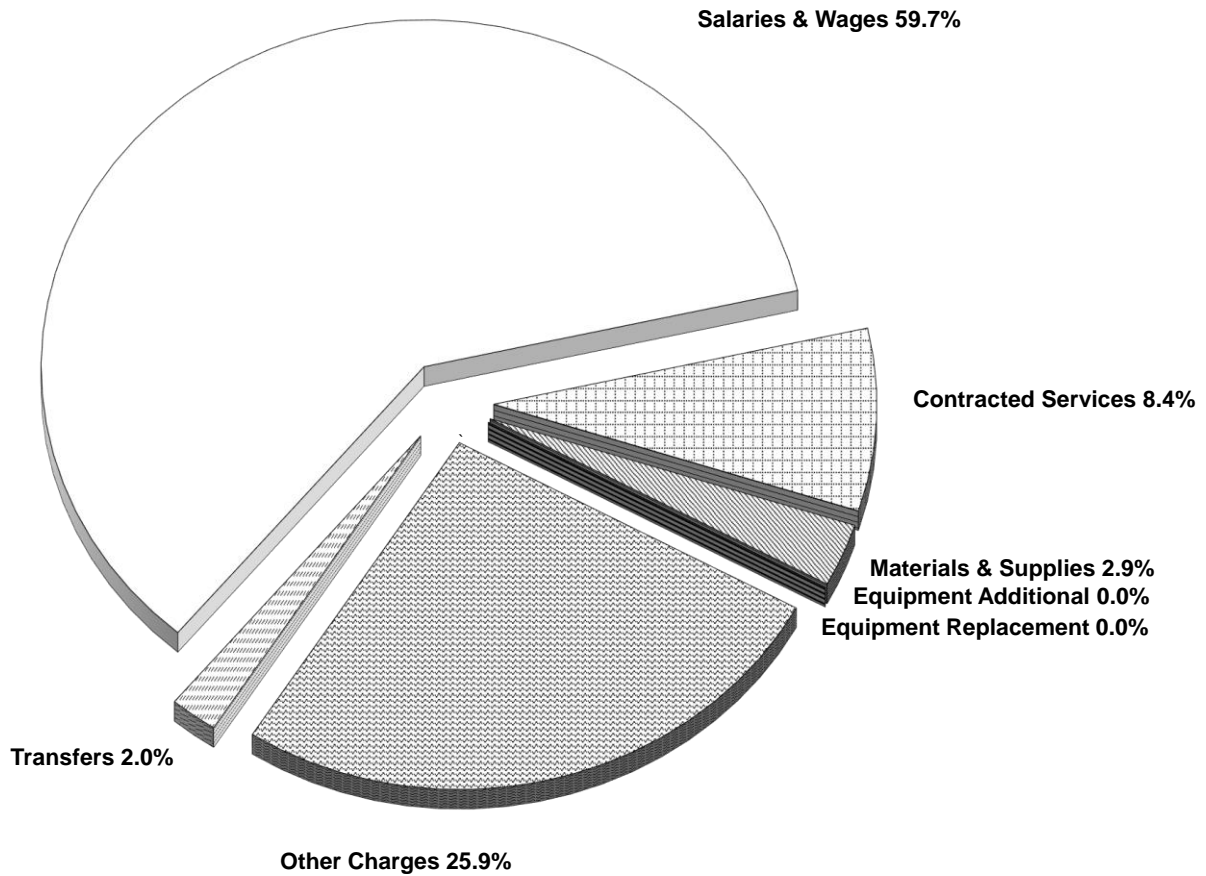


**Total Operating Budget = \$368,406,024**

Category (with allocated fixed charges)	Approved Budget 2020-21	% of Total	Proposed Budget 2021-22	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
<b>Instruction</b>						
Instructional Salaries & Wages	\$ 183,966,203	49.6%	\$ 187,044,682	50.8%	\$ 3,078,479	1.67%
Mid-Level Administration	32,040,797	8.6%	32,360,980	8.8%	320,183	1.00%
Special Education	61,719,404	16.6%	59,048,671	15.9%	(2,670,733)	(4.33%)
Textbooks & Instructional Supplies	9,152,218	2.5%	7,241,834	2.0%	(1,910,384)	(20.87%)
Other Instructional Costs	<u>2,439,183</u>	<u>0.7%</u>	<u>2,406,220</u>	<u>0.7%</u>	<u>(32,963)</u>	<u>(1.35%)</u>
<b>Total Instruction</b>	<b>289,317,805</b>	<b>78.0%</b>	<b>288,102,387</b>	<b>78.2%</b>	<b>(1,215,418)</b>	<b>(0.42%)</b>
<b>Administration</b>	<b>8,388,972</b>	<b>2.3%</b>	<b>8,566,640</b>	<b>2.3%</b>	<b>177,668</b>	<b>2.12%</b>
<b>Student Personnel Services</b>	<b>2,323,384</b>	<b>0.6%</b>	<b>2,359,261</b>	<b>0.6%</b>	<b>35,877</b>	<b>1.54%</b>
<b>Student Health Services</b>	<b>5,337,436</b>	<b>1.4%</b>	<b>5,379,512</b>	<b>1.5%</b>	<b>42,076</b>	<b>0.79%</b>
<b>Student Transportation</b>	<b>23,858,524</b>	<b>6.4%</b>	<b>24,306,563</b>	<b>6.6%</b>	<b>448,039</b>	<b>1.88%</b>
<b>Operation of Plant</b>	<b>28,399,666</b>	<b>7.6%</b>	<b>28,984,518</b>	<b>7.9%</b>	<b>584,852</b>	<b>2.06%</b>
<b>Maintenance of Plant</b>	<b>8,006,615</b>	<b>2.2%</b>	<b>8,085,548</b>	<b>2.2%</b>	<b>78,933</b>	<b>0.99%</b>
<b>Food Services</b>	-	0.0%	-	0.0%	-	-
<b>Community Services</b>	<b>1,174,342</b>	<b>0.3%</b>	<b>1,549,444</b>	<b>0.4%</b>	<b>375,102</b>	<b>31.94%</b>
<b>Capital Outlay</b>	<b>4,548,641</b>	<b>1.2%</b>	<b>1,072,151</b>	<b>0.3%</b>	<b>(3,476,490)</b>	<b>(76.43%)</b>
<b>Total Operating Budget</b>	<b>\$ 371,355,385</b>	<b>100.0%</b>	<b>\$ 368,406,024</b>	<b>100.0%</b>	<b>\$ (2,949,361)</b>	<b>(0.79%)</b>



## Distribution by Object of Non-Restricted and Restricted Expenditures 2021-2022 Proposed Operating Budget



**Total Operating Budget = \$368,406,024**

Object	Approved Budget 2020-21	% of Total	Proposed Budget 2021-22	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
<b>01 Salaries &amp; Wages</b>	\$ 221,758,743	59.7%	\$ 223,730,716	60.8%	\$ 1,971,973	0.89%
<b>02 Contracted Services</b>	31,552,582	8.5%	30,987,741	8.4%	(564,841)	(1.79%)
<b>03 Materials &amp; Supplies</b>	12,674,074	3.4%	10,774,292	2.9%	(1,899,782)	(14.99%)
<b>04 Other Charges</b>	94,233,268	25.4%	95,304,457	25.9%	1,071,189	1.14%
<b>05 Equipment Additional</b>	117,880	0.0%	97,880	0.0%	(20,000)	(16.97%)
<b>06 Equipment Replacement</b>	25,000	0.0%	22,000	0.0%	(3,000)	(12.00%)
<b>09 Transfers</b>	10,993,838	3.0%	7,488,938	2.0%	(3,504,900)	(31.88%)
<b>Total Operating Budget</b>	<b>\$ 371,355,385</b>	<b>100.0%</b>	<b>\$ 368,406,024</b>	<b>100.0%</b>	<b>\$ (2,949,361)</b>	<b>(0.79%)</b>

# SUMMARY OF OPERATING FUND APPROPRIATIONS BY CATEGORY

Category	Unrestricted Funds Approved Budget 2020-21	Unrestricted Funds Proposed Budget 2021-22	(Decrease) Increase Over Prior Year Budget	Restricted Funds Approved Budget 2020-21	Restricted Funds Proposed Budget 2021-22	(Decrease) Increase Over Prior Year Budget	Total Proposed Budget 2021-22
Administration	5,248,270	5,449,555	201,285	360,480	275,868	(84,612)	5,725,423
Instructional Salaries & Wages	129,194,607	130,850,525	1,655,918	3,332,158	3,266,634	(65,524)	134,117,159
Student Personnel Services	1,862,118	1,938,242	76,124	15,000	15,000	0	1,953,242
Student Health Services	4,074,297	4,170,434	96,137	100,101	102,401	2,300	4,272,835
Student Transportation	23,442,381	23,848,358	405,977	68,750	86,500	17,750	23,934,858
Operation of Plant	22,743,098	23,289,415	546,317	116,000	116,000	0	23,405,415
Maintenance of Plant	6,260,983	6,389,109	128,126	35,000	35,000	0	6,424,109
Fixed Charges	79,324,066	80,161,036	836,970	3,627,659	3,832,525	204,866	83,993,561
Food Services	0	0	0	0	0	0	0
Community Services	290,000	290,000	0	883,769	1,104,322	220,553	1,394,322
Capital Outlay	4,290,662	811,232	(3,479,430)	0	0	0	811,232
Mid-Level Administration	24,502,728	25,062,520	559,792	255,259	261,997	6,738	25,324,517
Special Education	38,238,164	36,153,941	(2,084,223)	11,498,434	11,247,356	(251,078)	47,401,297
Textbooks & Instructional Supplies	6,542,803	6,624,483	81,680	2,609,415	617,351	(1,992,064)	7,241,834
Other Instructional Costs	1,910,012	1,908,970	(1,042)	529,171	497,250	(31,921)	2,406,220
<b>TOTAL</b>	<b>347,924,189</b>	<b>346,947,820</b>	<b>(976,369)</b>	<b>23,431,196</b>	<b>21,458,204</b>	<b>(1,972,992)</b>	<b>368,406,024</b>

## BUDGET SUMMARY

Unrestricted / Restricted	Approved FY 2020-21	Proposed FY 2021-22	(Decrease) Increase Over Prior Year	Percent Change Over Prior Year
Unrestricted Funds	347,924,189	346,947,820	(976,369)	-0.28%
Restricted Funds	23,431,196	21,458,204	(1,972,992)	-8.42%
<b>Total Funds</b>	<b>371,355,385</b>	<b>368,406,024</b>	<b>(2,949,361)</b>	<b>-0.79%</b>

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

	Operating Fund Non-Restricted	Operating Fund Restricted	Food Service Fund
<b>Authorized as of July 1, 2020</b>	<b>3,123.33</b>	<b>139.80</b>	<b>101.78</b>
<b>Changes in Proposed FY 2022 Budget</b>			
New Positions			
No New Positions are Proposed	-	-	-
<b>Authorized as of July 1, 2021</b>	<u><u>3,123.33</u></u>	<u><u>139.80</u></u>	<u><u>101.78</u></u>

**FY 2022 Costs Previously Funded With Grants**

Existing / Locally "Picked-Up" FTE	Salary	Total Cost
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There are no local pick-ups of grants anticipated at this time;  
no local pick-ups of grants are included in the  
Proposed Operating Budget

## ***FY 2022 Grant Summary – Federal Funding***

**Estimated Funding / FTEs: \$ 12,852,319 / 116.76**

### **Every Student Succeeds Act (ESSA)**

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

*Estimated Funding / FTEs: \$ 1,958,623 / 21.96*

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

#### **ESSA Title II, Part A –**

##### **Supporting Effective Instruction**

*Estimated Funding / FTEs: \$ 469,647 / 2.70*

*Purpose of Grant:* To increase student achievement by improving teacher quality through evidence-based professional development.

#### **ESSA Title III – English Language Acquisition**

*Estimated Funding / FTEs: \$ 42,700 / 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.

#### **ESSA Title IV, Part A –**

##### **Student Support and Academic Enrichment**

*Estimated Funding / FTEs: \$ 175,485 / 0.00*

*Purpose of Grant:* To improve students' academic achievement by increasing the capacity of the school system to provide all students with access to a well-rounded education; improve school conditions for student learning; and improve the use of technology to improve the academic achievement and digital literacy of all students.

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

*Estimated Funding / FTEs: \$ 5,989,343 / 69.70*

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

#### **IDEA Parts B & C – Infant & Toddler Program**

*Estimated Funding / FTEs: \$ 241,226 / 2.10*

*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, Carroll County Department of Social Services, and Human Services Programs.

#### **Medicaid**

*Estimated Funding / FTEs: \$ 1,482,561 / 20.30*

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

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

*Estimated Funding / FTEs: \$ 204,234 / 0.00*

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

#### **Assorted Small or New Grants**

*Estimated Funding / FTEs: \$ 788,500 / 0.00*

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

#### **Other Federal Revenue**

*Grant Carry-Forwards: \$ 1,500,000 / 0.00*

## ***FY 2022 Grant Summary – State Funding***

**Estimated Funding / FTEs: \$ 7,832,751 / 19.40**

### **Infants and Toddlers Program**

*Estimated Funding / FTEs: \$ 185,548 / 1.90*

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

### **Judy Center**

*Estimated Funding / FTEs: \$ 1,000,000 / 5.00*

*Purpose of Grant:* To operate an early childhood education center serving children birth through age 5 at Robert Moton, Taneytown, Cranberry Station, and Elmer Wolfe Elementary Schools to promote school readiness.

### **Non-Public Placements**

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

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

### **Prekindergarten – Full Day Expansion**

*Estimated Funding / FTEs: \$ 399,361 / 4.50*

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

### **Quality Teacher Incentives**

*Estimated Funding / FTEs: \$ 83,900 / 0.00*

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

### **Blueprint for Maryland's Future:**

#### **Special Education Supplemental**

*Estimated Funding / FTEs: \$ 1,662,902 / 0.00*

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

### **Blueprint for Maryland's Future:**

#### **Transitional Supplemental Instruction for Struggling Learners**

*Estimated Funding / FTEs: \$ 428,955 / 7.00*

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

### **Assorted Small Grants**

*Estimated Funding / FTEs: \$ 222,085 / 1.00*

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

### **Other Restricted State Revenue**

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

## ***FY 2022 Grant Summary – Other Funding***

**Estimated Funding / FTEs: \$ 773,134 / 3.64**

### **Tuition & Fees – Summer School Programs**

*Estimated Funding / FTEs: \$ 7,500 / 0.00*

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

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

*Estimated Funding / FTEs: \$ 44,484 / 0.00*

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

### **Outdoor School Fees**

*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 the Hashawha Environmental Center.

### **Student Support Donations**

*Estimated Funding / FTEs: \$ 51,577 / 0.00*

*Purpose of Funds:* Various donations and grants fund several programs providing basic needs support to students and their families outside of academic needs.

### **Assorted Small Grants and Donations**

*Estimated Funding / FTEs: \$ 387,573 / 3.64*

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

### **Other Non-Governmental Revenue**

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







## Section III

# Operating Budget by Category



# Administration

## Category 01

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

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

Unrestricted Fund Summary	Actual 2019-20	Approved 2020-21	Proposed 2021-22	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
01 Administration					
1 Salaries	\$ 4,596,181	\$ 4,754,432	\$ 4,875,740	\$ 121,308	2.55%
2 Contracted Services	505,927	498,075	476,050	(22,025)	-4.42%
3 Supplies/Materials	29,418	40,550	40,380	(170)	-0.42%
4 Other Charges	155,566	190,693	191,253	560	0.29%
9 Transfers	(201,889)	(235,480)	(133,868)	101,612	-43.15%
	\$ 5,085,203	\$ 5,248,270	\$ 5,449,555	\$ 201,285	3.84%
Restricted Fund Summary					
01 Administration					
2 Contracted Services	\$ -	\$ -	\$ 4,000	\$ 4,000	0.00%
3 Supplies/Materials	381	-	1,000	1,000	0.00%
4 Other Charges	8,860	125,000	137,000	12,000	9.60%
9 Transfers	201,888	235,480	133,868	(101,612)	-43.15%
	\$ 211,129	\$ 360,480	\$ 275,868	\$ (84,612)	-23.47%

## Category 01 - Administration

### Changes - FY 2022

#### Non-Restricted Budget Changes

1. Net decrease in various contracted services	\$ (22,025)
2. Net decrease in various supplies and materials	(170)
3. Net increase in license fees and various other charges line items	560
4. Implementing school-based strategic plan initiatives and collective bargaining agreements	31,647
5. Various salary and wage changes including turnover	89,661
6. Decrease in indirect cost recovery from grants	<u>101,612</u>
<b>Total Non-Restricted Increase - Category 01 - Administration</b>	<b>201,285</b>

<b>Restricted Budget Net Decrease - Category 01 - Administration</b>	<b><u>(84,612)</u></b>
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<b>TOTAL INCREASE - Category 01 - Administration</b>	<b>\$ 116,673</b>
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CARROLL COUNTY PUBLIC SCHOOLS  
PROPOSED BUDGET - UNRESTRICTED FUNDS  
DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
ADMINISTRATION				
Positions				
1. Exempt	27.60	28.60	28.60	
2. Non-Exempt	22.50	21.50	21.50	
Total Positions	<u>50.10</u>	<u>50.10</u>	<u>50.10</u>	<u>-</u>
1 Salaries and Wages				
Regular Classified	\$1,248,387	\$1,247,994	\$1,272,945	
Temporary Classified	38,872	57,890	57,500	
Overtime Classified	1,687	1,734	1,734	
Longevity Classified	40,250	40,270	41,077	
Classified Educational Add-Ons	208	200	300	
Regular Professional	3,186,407	3,209,764	3,273,957	
Professional Educational Add-Ons	11,282	11,460	11,460	
Substitute Employees	7,414	38,000	38,000	
Board Members' Allowance	41,000	41,000	41,000	
Vacation Payoff	20,674	55,000	55,000	
Funds For Negotiated Agreements	-	96,120	127,767	
Hiring Turnover (F.T.E.)	-	(45,000)	(45,000)	
Object Total	<u>4,596,181</u>	<u>4,754,432</u>	<u>4,875,740</u>	<u>-</u>
2 Contracted Services				
Printing & Binding	26,925	29,175	28,925	
Advertising	150	2,000	1,000	
Rental of Business Machines	30,845	30,209	28,759	
Medical and Dental Fees	980	2,000	1,000	
Consultants	89,700	95,500	95,500	
Legal Fees	211,080	200,000	200,000	
Auditing Fees	74,000	85,000	85,000	
Test Scoring	-	2,000	2,000	
Other Contracted Services	72,247	52,191	33,866	
Object Total	<u>505,927</u>	<u>498,075</u>	<u>476,050</u>	<u>-</u>
3 Supplies and Materials				
Office Supplies	20,828	28,450	28,330	
Books & Periodicals	498	700	700	
Food	4,681	4,250	4,200	
General Supplies	109	-	-	
Computer Equipment < \$5,000	-	5,000	5,000	
Sensitive Items - Non I.T.	555	500	500	
Printer Supplies	2,201	-	500	
Printers - Additional	71	-	-	
Other Supplies & Materials	475	1,650	1,150	
Object Total	<u>29,418</u>	<u>40,550</u>	<u>40,380</u>	<u>-</u>

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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
ADMINISTRATION - continued				
4 Other Charges				
Local Mileage Reimbursement	6,130	12,336	12,236	
License Fees	50,408	49,033	49,733	
Postage	17,746	30,150	30,150	
Recruiting Costs	10,310	10,000	10,000	
Dues	27,680	44,195	44,155	
Subscriptions	2,181	1,999	1,999	
Board Members' Expense	137	3,000	3,000	
Retirement and Recognition	19,223	13,000	13,000	
Conferences & Trainings	12,906	20,180	20,180	
Admissions/Entrance Fees	3,442	6,800	6,800	
Donations/Memorials	3,500	-	-	
Miscellaneous - Other Charges	1,903	-	-	
Object Total	<u>155,566</u>	<u>190,693</u>	<u>191,253</u>	<u>-</u>
9 Transfers				
Indirect Costs	<u>(201,889)</u>	<u>(235,480)</u>	<u>(133,868)</u>	<u>-</u>
Object Total	<u>(201,889)</u>	<u>(235,480)</u>	<u>(133,868)</u>	<u>-</u>
 TOTAL ADMINISTRATION	 \$5,085,203	 \$5,248,270	 \$5,449,555	 \$ -

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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
ADMINISTRATION				
2 Contracted Services				
Other Contracted Services	\$ -	\$ -	\$ 4,000	
Object Total	<u>-</u>	<u>-</u>	<u>4,000</u>	<u>-</u>
3 Supplies and Materials				
Printer Supplies	212	-	-	
Printers - Replacement	169	-	-	
Other Supplies & Materials	<u>-</u>	<u>-</u>	<u>1,000</u>	
	381	-	1,000	-
4 Other Charges				
Recruiting Costs	5,931	-	12,000	
Conferences & Trainings	2,929	-	-	
Miscellaneous - Other Charges	<u>-</u>	<u>125,000</u>	<u>125,000</u>	
Object Total	8,860	125,000	137,000	-
9 Transfers				
Indirect Costs	<u>201,888</u>	<u>235,480</u>	<u>133,868</u>	
Object Total	201,888	235,480	133,868	-
 TOTAL ADMINISTRATION	 \$ 211,129	 \$ 360,480	 \$ 275,868	 \$ -





## ADMINISTRATION

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

SALARIES AND WAGES	<u>FULL-TIME EQUIVALENT</u>	<u>PROPOSED BUDGET</u>
Existing Professional Positions - Exempt		
Professional Personnel - Exempt		
Budget Analyst	1.00	
Chief Financial Officer	1.00	
Chief Information Officer	1.00	
Chief Operating Officer	1.00	
Communications Officer	1.00	
Director - Human Resources	1.00	
Employee Benefits & Insurance Administrator	1.00	
Executive Assistant to Superintendent & Board	1.00	
Grants Analyst	0.60	
Human Resources Associate - Risk Management	1.00	
Human Resources Associate II	1.00	
Human Resources Specialist	3.00	
Lead Auditor	1.00	
Payroll Officer	1.00	
School Training & Support Accountant	1.00	
Senior Accountant	1.00	
Senior Buyer - Purchasing	1.00	
Staff Accountant II	1.00	
Superintendent of Schools	1.00	
Supervisor - Budget & Grants	1.00	
Supervisor - Finance	1.00	
Supervisor - Human Resources	1.00	
Supervisor - Information Services	1.00	
Supervisor - Information Technology	1.00	
Supervisor - Purchasing	1.00	
Systems Accountant	<u>2.00</u>	
Sub-Total	28.60	
Total Existing Professional Positions - Exempt	28.60	3,273,957
Existing Classified Positions - Non-Exempt		
Accounting Associate	0.50	
Associate Buyer	1.00	
Cabinet Secretary	1.50	
Clerk II - 12 Month	1.00	
Clerk Accountant III - 12 Month	2.00	
Database Engineer	1.00	
Director's Secretary	1.00	
Human Resources Associate - Benefits & Staffing	1.00	
Human Resources Associate - Substitute Administrator	<u>1.00</u>	
Sub-Total	10.00	

# ADMINISTRATION

## PROPOSED BUDGET

### SALARIES AND WAGES

#### Existing Classified Positions - Non-Exempt - continued

Payroll Associate	1.50
Payroll Associate II	1.00
Communications Coordinator	1.00
Secretary III - 12 Month	1.00
Software Development Engineer	<u>7.00</u>
Sub-Total	11.50

Total Existing Classified Positions 21.50 1,272,945

Total Existing Positions - Professional & Classified 50.10 4,546,902

#### Temporary Classified

Wages paid to non-exempt employees to perform tasks during peak periods on a short term basis. 57,500

#### Overtime Classified

Wages paid to non-exempt employees for overtime hours worked 1,734

#### Longevity Classified

To comply with the longevity provision in the Master Agreement between the Board of Education and non-exempt employees. 41,077

#### Classified Educational Add-Ons

Educational Add-Ons for non-exempt employees 300

#### Professional Add-Ons

Additional compensation for exempt employees in accordance with negotiated agreements. 11,460

#### Substitutes

To supply substitutes for teachers for professional development days and training sessions. 38,000

Vacation Payoff 55,000

Funds For Negotiated Agreements 127,767

#### Board Members Allowance

Public School Laws § 3-303 Compensation and Expenses 41,000

(i) The Chairman of the County Board is entitled to receive \$7,500 annually, and the other four members are entitled to receive \$6,500 annually in total compensation. The Student Representative is entitled to receive \$480.

Hiring Turnover (F.T.E) (45,000)

TOTAL SALARIES AND WAGES 4,875,740

# ADMINISTRATION

## PROPOSED BUDGET

### CONTRACTED SERVICES

Printing & Binding Announcements, letters, Informational Calendars and costs associated with requests for Public Information.			28,925
Advertising Advertisements for bids and positions			1,000
Rental of Business Machines Rental of Central Office copier machines			28,759
Medical and Dental fees			1,000
Consultants Includes consultant assistance for energy procurement, utility bids, investment planning, Public Information concerns and MABE BoardDocs (online meetings).			95,500
Legal Services Public School Laws § 4-104 Counsel ...each county board may:			200,000
(i) Retain counsel to represent it in legal matters that affect the Board.			
(ii) Contract for payment of a reasonable fee to the counsel.			
Audit Services Public School Laws § 5-108 Annual Audit ...each county board shall:			85,000
(i) Provide for an annual audit of its transactions and accounts.			
(ii) Certified Public Accountant to conduct audit.			
(iii) The audit shall be made by a Certified Public Accountant.			
Test Scoring			2,000
Other Contracted Services Includes funds for stenographic services for appeals that require a hearing officer and court reporter, background checks for employees/volunteers and other contracting for administrative issues with Technology Services.			
	Restricted	4,000	
	Unrestricted	<u>33,866</u>	<u>37,866</u>
TOTAL CONTRACTED SERVICES			480,050

### SUPPLIES AND MATERIALS

Office Supplies Stationery, paper, payroll checks/advices, subfinder/computer upgrades, administrative forms, photo ID badges and other office supplies			28,330
Books and Periodicals To purchase books or periodicals for professional libraries, including cost for updates to annotated codes.			700
Food Purchase of food and payments to restaurants for meals furnished.			4,200
Computer Equipment < \$5,000 Technology Services			5,000
Sensitive Item - Non - I.T. Technology Services			500
Printer Supplies			500
Other Supplies & Materials Planning and evaluation (testing) materials	Restricted	1,000	
	Unrestricted	<u>1,150</u>	<u>2,150</u>
TOTAL SUPPLIES AND MATERIALS			41,380

ADMINISTRATION				PROPOSED <u>BUDGET</u>
OTHER CHARGES				
Local Mileage Reimbursement Reimbursement for personnel carrying out assigned duties and funding for Board members.				12,236
License Fees Subfinder and application system within Human Resources.				49,733
Postage Postage for departments within Central Office				30,150
Recruiting Costs				
Payment for recruiting expenses	Restricted	12,000		
	Unrestricted	<u>10,000</u>		22,000
Dues and Subscriptions Dues for membership in professional organizations including the Maryland Association of Boards of Education, and subscriptions to professional magazines.				46,154
Board Members Expenses Public School Laws § 3-303 Compensation and Expenses (i) Expenses for the Chairman and other members, allowance for travel as provided in the Carroll County Budget.				3,000
Retirements and Recognitions Retirement and Recognition gifts to retired employees based on years of service to the Board of Education and citizens of Carroll County.				13,000
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.				20,180
Admissions/Entrance Fees				6,800
Miscellaneous Other Charges Carryover and New Grants (#800 series)				
	Restricted			125,000
TOTAL OTHER CHARGES				328,253
TRANSFERS				
Indirect Costs	Unrestricted	(133,868)		
	Restricted	<u>133,868</u>		<u>0</u>
TOTAL TRANSFERS				0
TOTAL ADMINISTRATION				\$5,725,423

# Instructional Salaries and Wages Category 02

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

teachers  
teaching assistants  
reading specialists  
media specialists  
classroom technical support staff

guidance counselors  
psychologists  
substitute teachers  
media assistants  
coaches

				\$ (Decrease)	% (Decrease)
Unrestricted Fund Summary	Actual 2019-20	Approved 2020-21	Proposed 2021-22	Increase over Prior Year	Increase over Prior Year
02 Instructional Salaries/Wages					
1 Salaries	\$ 124,260,469	\$ 129,194,607	\$ 130,850,525	\$ 1,655,918	1.28%
Restricted Fund Summary					
02 Instructional Salaries/Wages					
1 Salaries	\$ 3,203,901	\$ 3,332,158	\$ 3,266,634	\$ (65,524)	-1.97%

## Category 02 - Instructional Salaries and Wages

### Changes - FY 2022

#### Non-Restricted Budget Changes

1. Various salary and wage changes including turnover	\$ (1,057,109)
2. Decrease for one-time FY 2021 summer learning program related to spring 2020 physical school closures (from Fund Balance)	(889,298)
3. Net of changes in temporary (hourly) and substitute wages	94,956
4. Increase of 1.0 FTE Mental Health Therapist - reclassified from Social Worker (category 03)	88,482
5. Increase of 1.0 FTE Behavioral Support Specialist - reclassified from Autism Coordinator (category 13)	62,034
6. Implementing school-based strategic plan initiatives and collective bargaining agreements	<u>3,356,853</u>
<b>Total Non-Restricted Increase - Category 02 - Instructional Salaries and Wages</b>	<b>1,655,918</b>

<b>Restricted Budget Net Decrease - Category 02 - Instructional Salaries and Wages</b>	<b><u>(65,524)</u></b>
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<b>TOTAL INCREASE - Category 02 - Instructional Salaries and Wages</b>	<b>\$ 1,590,394</b>
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CARROLL COUNTY PUBLIC SCHOOLS  
PROPOSED BUDGET - UNRESTRICTED FUNDS  
CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
I N S T R U C T I O N A L S A L A R I E S A N D W A G E S				
Positions				
1. Exempt	1,683.75	1,690.25	1,689.05	
2. Non-Exempt	203.80	192.30	192.30	
Total Positions	<u>1,887.55</u>	<u>1,882.55</u>	<u>1,881.35</u>	<u>-</u>
1 Salaries and Wages				
Classroom Assistants	\$ 4,686,899	\$ 4,293,441	\$ 4,525,193	
Clerks & Secretaries	676,218	678,537	661,065	
Temporary Classified	698,582	781,356	804,085	
Overtime Classified	1,052	-	-	
Classified Educational Add-Ons	72,424	67,590	66,060	
Substitute Employees	2,111,491	2,665,473	2,682,429	
Regular Educational	111,029,784	113,867,306	114,361,037	
Temporary Educational	1,354,708	2,054,224	2,110,005	
Educational Add-Ons	565,110	511,152	496,092	
Outdoor School Add-Ons	47,448	63,940	63,940	
Athletic Coaches	842,430	889,490	889,490	
Other Extra Curricular Pay	282,933	265,134	265,134	
Intramural Coaches	13,120	17,510	17,000	
Team Leaders	854,509	856,920	819,480	
Department Chairman	255,325	255,840	265,528	
Student Service Coordinators	126,767	123,690	120,120	
Teacher Longevity	289,027	291,250	294,750	
Summer Work - Educational	312,859	307,462	307,432	
Insurance Opt-Out	22,124	22,559	19,832	
Vacation Payoff	1,785	-	-	
Retirement Incentive	15,874	-	-	
Funds For Negotiated Agreements	-	2,456,733	3,356,853	
Hiring Turnover (F.T.E.)	-	(1,275,000)	(1,275,000)	
Object Total	<u>124,260,469</u>	<u>129,194,607</u>	<u>130,850,525</u>	<u>-</u>
I N S T R U C T I O N A L S A L A R I E S A N D W A G E S	\$ 124,260,469	\$ 129,194,607	\$ 130,850,525	\$ -





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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
INSTRUCTIONAL SALARIES AND WAGES				
Positions				
1. Exempt	33.40	34.10	35.10	
2. Non-Exempt	5.80	6.80	6.80	
Total Positions	<u>39.20</u>	<u>40.90</u>	<u>41.90</u>	<u>-</u>
1 Salaries and Wages				
Other Professionals	\$ 300,202	\$ -	\$ -	
Temporary Professionals	527	6,216	-	
Classroom Assistants	122,046	123,129	125,586	
Temporary Classified	122,671	45,576	57,916	
Classified Educational Add-Ons	1,290	1,290	1,290	
Regular Educational	1,634,064	1,616,983	1,974,729	
Temporary Educational	732,918	1,260,905	849,147	
Teacher Educational Add-Ons	102,012	92,900	83,900	
Teacher Longevity	5,000	-	-	
Teacher Summer Work	655	655	612	
Teacher Team Leader	520	-	3,120	
Substitute Employees	<u>181,996</u>	<u>184,504</u>	<u>170,334</u>	
Object Total	<u>3,203,901</u>	<u>3,332,158</u>	<u>3,266,634</u>	<u>-</u>
INSTRUCTIONAL SALARIES AND WAGES	\$ 3,203,901	\$ 3,332,158	\$ 3,266,634	\$ -



# 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		PROPOSED BUDGET	
	Full-Time Equivalent		
Classified Positions - Non-Exempt			
Classroom Assistants - Unrestricted			
Instructional Assistants	137.80		
Paraprofessional	19.00		
Pre-Kindergarten Assistants	10.00		
Pre-Kindergarten Paraprofessional	1.50		
Pride Instructional Assistant	<u>1.00</u>		
Total Classroom Assistants - Unrestricted	169.30	4,525,193	
Classroom Assistants - Restricted			
Pre-K Assistant	0.50		
Pre-K Paraprofessional	1.50		
Pre-Kindergarten	2.00		
Title I Parent Liaison	<u>2.80</u>		
Total Classroom Assistants - Restricted	6.80	125,586	
Clerks and Secretaries - Unrestricted			
Media Clerk (10 Month)	22.00		
Secretary III (12 Month)	<u>1.00</u>		
Total Clerks and Secretaries - Unrestricted	23.00	<u>661,065</u>	
Total Classified Positions - Restricted & Unrestricted	199.10		5,311,844
Temporary Classified			
Salaries to classified employees for services rendered on an intermittent or short-term basis.			
a. ESSA Title I-A: Grants to LEAs (#020)	Restricted	10,000	
b. Full-Day Pre-Kindergarten Expansion (#125)	Restricted	<u>47,916</u>	
Sub-Total Restricted		57,916	
c. All Schools	Unrestricted	371,937	
d. Director of High Schools	Unrestricted	2,319	
e. Director of Elementary Schools	Unrestricted	14,456	
f. Student Body Activities	Unrestricted	10,022	
g. General Administration	Unrestricted	1,500	
h. Perkins Title I-C: Program Improvement (#029)	Unrestricted	2,500	
i. Pre-Kindergarten (#056)	Unrestricted	7,000	
j. PreK - 2 Suspension Prevention (#117)	Unrestricted	28,180	
k. PRIDE - Elementary (#118)	Unrestricted	3,000	
l. HS Facilitator of Student Support (#122)	Unrestricted	70,002	
m. Summer School: Middle (#223)	Unrestricted	546	
n. Interpretation and Translation Services (#237)	Unrestricted	12,376	
o. Director's Distribution - High Schools (#271)	Unrestricted	4,683	
p. Director's Distribution - Middle Schools (#272)	Unrestricted	55,375	
q. Director's Distribution - Elementary Schools (#273)	Unrestricted	218,189	
r. Multicultural Curriculum Development (#345)	Unrestricted	<u>2,000</u>	
Sub-Total Unrestricted		804,085	
Total Temporary Classified - Restricted & Unrestricted			862,001
Substitute Teachers			
Wages paid to individuals to fill in for a permanent employee for various scheduled time off periods from job assignment.			
a. ESSA Title II-A: Supporting Effective Instruction (#062)	Restricted	57,500	
b. Full-Day Pre-Kindergarten Expansion (#125)	Restricted	5,400	
c. NCLB Title III-A: English Language Acquisition - LEP (#128)	Restricted	10,000	
d. ESSA Title IV-A: Student Supp & Acad Achievement (#148)	Restricted	<u>97,434</u>	
Sub-Total Restricted		170,334	

# INSTRUCTIONAL SALARIES AND WAGES

## PROPOSED BUDGET

e.	Schools - All Levels	Unrestricted	6,000
f.	Communications Office	Unrestricted	5,000
g.	General Administration	Unrestricted	2,400,000
h.	Chief of Schools	Unrestricted	3,500
i.	Director of High Schools	Unrestricted	3,141
j.	Director of Middle Schools	Unrestricted	20,803
k.	Director of Elementary Schools	Unrestricted	1,040
l.	Student Body Activities	Unrestricted	11,444
m.	Student Personnel Services	Unrestricted	21,000
n.	Curriculum	Unrestricted	86,000
o.	Staff Development	Unrestricted	36,201
p.	Academics, Equity, and Accountability	Unrestricted	3,500
q.	Outdoor School (#016)	Unrestricted	2,000
r.	Serve America Sub-Grant (#024)	Unrestricted	1,083
s.	Perkins Title I-C: Program Improvement (#029)	Unrestricted	5,410
t.	Advanced Academics (#055)	Unrestricted	8,500
u.	Pre-Kindergarten (#056)	Unrestricted	3,459
v.	CCSGA (Student Government) / Student Leadership (#098)	Unrestricted	6,267
w.	PRIDE - Elementary (#118)	Unrestricted	2,000
x.	Director of High Schools (#271)	Unrestricted	8,209
y.	Director of Middle Schools (#272)	Unrestricted	13,974
z.	Director of Elementary Schools (#273)	Unrestricted	14,358
aa.	Multicultural Curriculum Development (#345)	Unrestricted	18,500
bb.	Career Technology Education - Match (#429)	Unrestricted	1,040
Sub-Total Unrestricted			2,682,429

Total Substitute Teachers - Restricted & Unrestricted

2,852,763

### Regular Educational Positions - Unrestricted

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

<u>Positions</u>	<u>Full-Time Equivalent</u>
Academic Facilitator	7.67
Academy of Finance	0.50
Advanced Academics	14.50
Agriscience	7.67
Air Conditioning / Refrigeration	1.00
Allied Health Careers	4.00
Alternative Placement Opportunity	0.50
Alternative Program Intervention Specialist	3.00
Art	51.70
Auto Service Technician	1.00
Behavior Support Specialist - Elementary/Middle	8.50
Biology	24.83
Bio-Medical Science	2.00
Building Maintenance	0.77
Business Education	16.66
Career Research & Development Teacher	1.00
Carpentry	1.00
Chemistry	23.30
Choral - High School	5.49
Collision Repair	1.00
Computer Technology	1.00
Cooperative Individual Work Experience / Career Connections	8.00
Cosmetology	3.50
Criminal Justice Teacher	2.00
Culinary Arts	2.00
Dance	0.50
Drafting	1.00
Drama	4.33
Early Childhood Education	1.00
Earth Science	18.00
Electrical Occupations	1.00
Elementary - Grades 1-5	402.00
Engineering	3.00
English	110.70
English as a Second Language (ESOL) Resource Teacher	16.00
Sub-Total	750.12
Family / Consumer Sciences	25.00
French	3.50
General Music - Elementary/Middle	34.20
General Science	19.00
General Social Studies	109.41
German	3.00

## INSTRUCTIONAL SALARIES AND WAGES

PROPOSED  
BUDGET

## Regular Educational Positions - continued

GIST Teacher	1.00	
Health Education	44.22	
Health Professions	1.00	
Heavy Equipment & Truck Technology	1.00	
High School Facilitator of Student Support	7.00	
High School Reading Specialist	8.00	
History	3.00	
Instructional Technology Resource Teacher	2.00	
Instrumental Music	28.57	
Integrated Language Arts (ILA) Specialist	22.00	
JROTC NCO Instructor	2.00	
JROTC Sr Instructor	2.00	
Judy Center Learning Community Teacher	4.00	
Kindergarten	91.00	
Latin	0.83	
Life Science	19.00	
Machine Technology	1.00	
Masonry	1.00	
Mathematics	123.60	
Math Resource - Elementary	11.84	
Math Resource - Middle	3.00	
Media Specialist + 4 Days	38.80	
Mental Health Therapists	7.00	
Mentor Teacher - Elementary	0.70	
Mentor Teacher - Secondary	0.50	
Outdoor School	4.00	
Physical Education	81.85	
Physics	17.02	
Pre-Kindergarten	12.00	
PRIDE Program Teacher	3.00	
Print Production	1.00	
Project Lead The Way	1.00	
Psychology	2.67	
Reading	13.80	
Reading Resource	8.20	
School Psychologist - 10 Month	15.90	
School Psychologist - 12 Month	2.00	
School Psychologist - Best Program	1.00	
Sub-Total	781.61	
School Counselor - 11 Month	33.00	
School Counselor - School Year + 2 Weeks	40.00	
Sign Language	2.34	
Spanish	31.17	
Teacher Academy Program	0.67	
Technical Support & Networking	1.00	
Technology Education	32.65	
Textiles & Fashion Design	1.00	
Title I Resource Teacher	2.00	
Transportation Mechanic Instructor	1.00	
Video Production Teacher	1.67	
Welding Technology	1.00	
Pending Instructional Placements	9.82	
Sub-Total	157.32	
Total Regular Educational Positions - Unrestricted	1,689.05	114,361,037
Regular Educational Positions - Restricted		
Instructional Technology Resource Teacher	1.00	
Kindergarten	1.00	
Math Resource - Elementary	1.16	
Media Specialist + 4 Days	0.50	
Mental Health Therapist	1.00	
Mentor Teacher - Elementary	0.90	
Mentor Teacher - Secondary	0.50	
Primary Interventionist	7.00	
School Psychologist	2.50	
Title I Class-size reduction Teacher - Grade 1	1.00	
Title I Class-size reduction Teacher - Grade 2	4.00	
Title I Class-size reduction Teacher - Grade 4	2.00	
Title I Class-size reduction Teacher - Grade 5	1.00	
Title I Resource Teacher	7.00	
Pending Instructional Placements	4.54	
Total Regular Educational Positions - Restricted	35.10	<u>1,974,729</u>
Total Regular Educational Positions - Unrestricted & Restricted	1,724.15	116,335,766

# INSTRUCTIONAL SALARIES AND WAGES

## PROPOSED BUDGET

### Temporary Educational & 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 or state monies.

Employees are paid on an hourly basis to provide the following educational service.

a. ESSA Title I-A: Grants to LEAs (#020)	Restricted	15,000
b. Perkins Title I-C: Program Improvement (#029)	Restricted	22,275
c. Carroll Hospital Center Education Program (#060)	Restricted	42,500
d. ESSA Title II-A: Supporting Effective Instruction (#062)	Restricted	76,373
e. Full-Day Pre-Kindergarten Expansion (#125)	Restricted	79,920
f. NCLB Title III-A: English Language Acquisition - LEP (#128)	Restricted	14,000
g. Perkins Title I-C: Program Improvement (#129)	Restricted	8,325
h. ESSA Title IV-A: Student Supp & Acad Achievement (#148)	Restricted	20,210
i. Readiness for Kindergarten Professional Development (#212)	Restricted	11,394
j. Summer School - High School (#221)	Restricted	7,500
k. Fine Arts Initiative (#305)	Restricted	1,650
l. Various Grants Carryover (#800)	Restricted	400,000
m. New Grants (#805)	Restricted	<u>150,000</u>
Sub-Total Restricted		849,147

n. Schools	Unrestricted	1,000
o. Director of High Schools	Unrestricted	22,457
p. Director of Middle Schools	Unrestricted	31,836
q. Director of Elementary Schools	Unrestricted	1,232
r. Curriculum	Unrestricted	59,084
s. Staff Development	Unrestricted	32,914
t. Student Body Activities	Unrestricted	4,400
u. Gateway School	Unrestricted	4,500
v. Behavioural Support (#017)	Unrestricted	30,000
w. Serve America Sub-Grant (#024)	Unrestricted	1,083
x. Perkins Title I-C: Program Improvement (#029)	Unrestricted	16,530
y. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	51,921
z. Summer School: High (#033)	Unrestricted	17,111
aa. Evening High School (#038)	Unrestricted	88,474
bb. Home Schooled Student's Portfolio Reviews (#042)	Unrestricted	28,500
cc. Advanced Academics (#055)	Unrestricted	8,000
dd. Pre-Kindergarten (#056)	Unrestricted	7,241
ee. Advancing Early Literacy (#061)	Unrestricted	126,416
ff. Student Support Center (#081)	Unrestricted	108,229
gg. ADA Accommodations (#090)	Unrestricted	4,000
hh. Home & Hospital Teaching (#113)	Unrestricted	114,000
ii. PRIDE - Elementary (#118)	Unrestricted	7,000
jj. Middle School Reading and Mathematics Intervention (#119)	Unrestricted	496,739
kk. HS Facilitator of Student Support (#122)	Unrestricted	18,980
ll. Distance Learning (#136)	Unrestricted	54,544
mm. PBIS (#137)	Unrestricted	6,000
nn. Summer School: High School (#221)	Unrestricted	8,000
oo. Summer School: Middle (#223)	Unrestricted	28,712
pp. Interpretation & Translation Services (#237)	Unrestricted	225,000
qq. Limited English Proficient (#238)	Unrestricted	149,875
rr. Director's Distribution - Elementary School (#273)	Unrestricted	14,171
ss. Local Intervention Initiatives - High Schools (#323)	Unrestricted	73,455
tt. Local Intervention Initiatives - Middle Schools (#324)	Unrestricted	75,189
uu. Local Intervention Initiatives - Elementary Schools (#325)	Unrestricted	141,489
vv. Multicultural Curriculum Development (#345)	Unrestricted	20,223
ww. Transitions Project (#361)	Unrestricted	21,500
xx. Career Technology Education - Match (#429)	Unrestricted	<u>10,200</u>
Sub-Total Unrestricted		2,110,005

Total Temporary Educational - Restricted & Unrestricted

2,959,152

The following activities require coaching positions and intramural directors which serve our seven high schools and provided programs for 3,468 student-athletes and 128 corollary students during the 2019-2020 school year. (Fall and Winter seasons only.)

Baseball	Corollary Corn Hole	Indoor track	Tennis
Basketball	Cross-Country	Lacrosse	Volleyball
Corollary Bowling	Field Hockey	Track & Field	Wrestling
Cheerleading	Football	Soccer	
Corollary Bocce Ball	Golf	Softball	
			889,490

# INSTRUCTIONAL SALARIES AND WAGES

## PROPOSED BUDGET

Other Extra-Curricular Pay			
To support other extra-curricular needs.			265,134
Intramural and Extra Curricular Directors			
The intramural and fine arts extra curricular activities which are a part of school programs and are conducted outside of the regular school day have paid directors.			17,000
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.			
	Unrestricted	307,432	
	Restricted	<u>612</u>	308,044
Educational Add-Ons			
Educational Staff with Masters +30 or Doctorate	Restricted	83,900	
	Unrestricted	560,032	
Classified Staff with Business College Degrees	Restricted	1,290	
	Unrestricted	<u>66,060</u>	711,282
Team Leaders/Department Chairmen			
Elementary and Middle School Team Leaders	Restricted	3,120	
	Unrestricted	819,480	
High School Department Chairman	Unrestricted	265,528	
School Improvement Team Chairmen/Student Service Coordinator	Unrestricted	<u>120,120</u>	1,208,248
Insurance Opt-Out			
Reimbursements to employees who elect to opt-out of the Board insurance program.			19,832
Longevity Teacher			
To comply with the longevity provision in the Master Agreement between the Board of Education and exempt employees			294,750
Funds For Negotiated Agreements			3,356,853
Hiring Turnover (F.T.E.)			
Amount reflects anticipated turnover of teaching positions.			(1,275,000)
TOTAL INSTRUCTIONAL SALARIES AND WAGES			\$134,117,159





# 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 2019-20	Approved 2020-21	Proposed 2021-22	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
03 Student Personnel Services					
1 Salaries	\$ 1,700,433	\$ 1,759,843	\$ 1,815,967	\$ 56,124	3.19%
2 Contracted Services	68,752	68,900	88,900	20,000	29.03%
3 Supplies/Materials	15,404	19,150	19,150	-	0.00%
4 Other Charges	6,487	14,225	14,225	-	0.00%
	\$ 1,791,076	\$ 1,862,118	\$ 1,938,242	\$ 76,124	4.09%
Restricted Fund Summary					
03 Student Personnel Services					
4 Other Charges	\$ 8,197	\$ 15,000	\$ 15,000	\$ -	0.00%

## Category 03 - Student Personnel Services

### Changes - FY 2022

#### Non-Restricted Budget Changes

1. Decrease of 1.0 FTE Social Worker - reclassified to Mental Health Therapist (category 02)	\$ (88,482)
2. Increase in other contracted services	20,000
3. Implementing school-based strategic plan initiatives and collective bargaining agreements	48,252
3. Various salary and wage changes including turnover	<u>96,354</u>
<b>Total Non-Restricted Increase - Category 03 - Student Personnel Services</b>	<b>76,124</b>

<b>Restricted Budget Net Change - Category 03 - Student Personnel Services</b>	<b><u>-</u></b>
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<b>TOTAL INCREASE - Category 03 - Student Personnel Services</b>	<b>\$ 76,124</b>
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CARROLL COUNTY PUBLIC SCHOOLS  
PROPOSED BUDGET - UNRESTRICTED FUNDS  
CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
STUDENT PERSONNEL SERVICES				
Positions				
1. Exempt	13.00	13.00	12.00	
2. Non-Exempt	4.00	4.00	4.00	
Total Positions	<u>17.00</u>	<u>17.00</u>	<u>16.00</u>	<u>-</u>
1 Salaries and Wages				
Regular Classified	\$ 175,930	\$ 175,913	\$ 179,438	
Temporary Classified	15,537	17,280	17,280	
Longevity Classified	12,499	12,519	12,768	
Regular Professional	1,496,028	1,496,028	1,538,229	
Vacation Payoff	183	20,000	20,000	
Substitutes	256	-	-	
Funds For Negotiated Agreements	-	38,103	48,252	
Object Total	<u>1,700,433</u>	<u>1,759,843</u>	<u>1,815,967</u>	<u>-</u>
2 Contracted Services				
Printing & Binding	2,565	2,700	2,700	
Rental of Business Machines	1,187	1,200	1,200	
Other Contracted Services	<u>65,000</u>	<u>65,000</u>	<u>85,000</u>	<u>-</u>
Object Total	<u>68,752</u>	<u>68,900</u>	<u>88,900</u>	<u>-</u>
3 Supplies and Materials				
Office Supplies	4,447	12,250	12,250	
Books & Periodicals	182	750	750	
Food	298	250	250	
General Supplies	3,144	900	900	
Computer Equipment < \$5,000	-	5,000	5,000	
Printer Supplies	6,962	-	-	
Printers - Additional	309	-	-	
Other Supplies & Materials	<u>62</u>	<u>-</u>	<u>-</u>	<u>-</u>
Object Total	<u>15,404</u>	<u>19,150</u>	<u>19,150</u>	<u>-</u>
4 Other Charges				
Local Mileage Reimbursement	4,097	4,000	4,000	
License Fees	-	3,325	3,325	
Dues	1,975	2,000	2,000	
Conferences & Trainings	390	4,900	4,900	
Admissions/Entrance Fees	<u>25</u>	<u>-</u>	<u>-</u>	<u>-</u>
Object Total	<u>6,487</u>	<u>14,225</u>	<u>14,225</u>	<u>-</u>
TOTAL STUDENT PERSONNEL SERVICES	\$1,791,076	\$1,862,118	\$1,938,242	\$ -



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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
STUDENT PERSONNEL SERVICES				
4 Other Charges				
Conferences & Trainings	\$ 8,197	\$ -	\$ -	
Miscellaneous - Other Charges	-	15,000	15,000	
Object Total	<u>8,197</u>	<u>15,000</u>	<u>15,000</u>	<u>-</u>
 TOTAL STUDENT PERSONNEL SERVICES	 \$ 8,197	 \$ 15,000	 \$ 15,000	 \$ -



## 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.

		PROPOSED <u>BUDGET</u>
SALARIES AND WAGES	Full-Time	
Existing Positions	<u>Equivalent</u>	
Professional Positions - Non-Restricted		
Director - Student Services	1.00	
Pupil Personnel Workers	9.00	
Supervisor - Student Support	1.00	
Supervisor - Pupil Personnel / Student Services	<u>1.00</u>	
Total Existing Professional Positions	12.00	1,538,229
Classified Positions - Non-Restricted		
Director's Secretary	1.00	
Secretary III - 12 Month	<u>3.00</u>	
Total Existing Classified Positions	4.00	<u>179,438</u>
Total Existing Positions - Professional and Classified	16.00	1,717,667
Other Salaries and Wages		
Temporary Classified		17,280
Longevity Classified		12,768
Vacation Payoff		20,000
Funds for Negotiated Agreements		<u>48,252</u>
TOTAL SALARIES AND WAGES		1,815,967
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.		2,700
Rental of Business Machines		1,200
Other Contracted Services		
To contract for suicide and self-injury program with Youth Service Bureau.		
To contract for violence assessment program with Youth Service Bureau.		<u>85,000</u>
TOTAL CONTRACTED SERVICES		88,900

## STUDENT PERSONNEL SERVICES

PROPOSED  
BUDGET

## SUPPLIES AND MATERIALS

Office Supplies	
Stationery, forms, supplies for the copiers and student records.	12,250
Books and Periodicals	
Funds for professional library.	750
Food	250
General Supplies	
Purchase of supplies and materials in order to support student services needs and implementation of programs and concepts (Character Education).	900
Computer Equipment < \$5,000	<u>5,000</u>

TOTAL SUPPLIES AND MATERIALS	19,150
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## 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.	4,000
License Fees	
Software applications.	3,325
Dues	
Dues to professional organizations.	2,000
Conferences & Trainings	
Costs of attending conferences, meetings, in-services, training and other professional development.	4,900
Miscellaneous - Other Charges	
Grant Carryover (Project #805 - New Grants)	Restricted
	<u>15,000</u>

TOTAL OTHER CHARGES	29,225
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TOTAL STUDENT PERSONNEL SERVICES	\$1,953,242
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# Student Health Services

## Category 04

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

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

Unrestricted Fund Summary				\$ (Decrease)	% (Decrease)
	Actual 2019-20	Approved 2020-21	Proposed 2021-22	Increase over Prior Year	Increase over Prior Year
04 Student Health Services					
1 Salaries	\$ 3,503,172	\$ 3,730,642	\$ 3,825,729	\$ 95,087	2.55%
2 Contracted Services	218,976	265,500	265,500	-	0.00%
3 Supplies/Materials	106,863	71,605	72,405	800	1.12%
4 Other Charges	9,797	6,550	6,800	250	3.82%
	\$ 3,838,808	\$ 4,074,297	\$ 4,170,434	\$ 96,137	2.36%
Restricted Fund Summary					
04 Student Health Services					
1 Salaries	\$ 8,898	\$ 3,180	\$ 5,480	\$ 2,300	72.33%
2 Contracted Services	1,073	4,221	4,221	-	0.00%
3 Supplies/Materials	167,233	18,707	18,707	-	0.00%
4 Other Charges	8,674	60,744	60,744	-	0.00%
5 Land, Bldg, Equip Additional	-	13,249	13,249	-	0.00%
	\$ 185,878	\$ 100,101	\$ 102,401	\$ 2,300	2.30%

**Category 04 - Student Health Services**  
**Changes - FY 2022**

**Non-Restricted Budget Changes**

1. Various salary and wage changes including turnover	\$ (3,536)
2. Decrease in various supplies	(800)
3. Decrease in dues	(250)
4. Implementing school-based strategic plan initiatives and collective bargaining agreements	<u>100,723</u>
<b>Total Non-Restricted Increase - Category 04 - Student Health Services</b>	<b>96,137</b>

<b>Restricted Budget Net Increase - Category 04 - Student Health Services</b>	<b><u>2,300</u></b>
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<b>TOTAL INCREASE - Category 04 - Student Health Services</b>	<b>\$ 98,437</b>
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CARROLL COUNTY PUBLIC SCHOOLS  
PROPOSED BUDGET - UNRESTRICTED FUNDS  
CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
STUDENT HEALTH SERVICES				
Positions				
1. Exempt	47.60	49.60	50.30	
2. Non-Exempt	4.40	3.40	2.80	
Total Positions	<u>52.00</u>	<u>53.00</u>	<u>53.10</u>	<u>-</u>
1 Salaries and Wages				
Regular Classified	\$ 115,290	\$ 129,327	\$ 107,902	
Temporary Classified	2,016	3,500	3,500	
Substitute Nurses	89,506	92,000	92,000	
Regular Professional	3,251,820	3,359,250	3,476,588	
Temporary Professional	30,266	31,100	31,350	
Professional Educational Add-Ons	12,241	12,241	12,356	
Retirement Incentive	723	-	-	
Insurance Opt-Out	1,310	1,310	1,310	
Funds For Negotiated Agreements	-	101,914	100,723	
Object Total	<u>3,503,172</u>	<u>3,730,642</u>	<u>3,825,729</u>	<u>-</u>
2 Contracted Services				
Printing & Binding	35	-	-	
Rental of Business Machines	440	-	-	
Other Contracted Services	<u>218,501</u>	<u>265,500</u>	<u>265,500</u>	
Object Total	<u>218,976</u>	<u>265,500</u>	<u>265,500</u>	<u>-</u>
3 Supplies and Materials				
Office Supplies	878	1,000	1,000	
Books & Periodicals	32	100	100	
Health Room Supplies	104,820	70,155	70,805	
Food	366	350	400	
Printer Supplies	<u>767</u>	<u>-</u>	<u>100</u>	
Object Total	<u>106,863</u>	<u>71,605</u>	<u>72,405</u>	<u>-</u>
4 Other Charges				
Local Mileage Reimbursement	3,849	4,200	4,200	
License Fees	3,154	-	-	
Dues	100	100	350	
Conferences & Trainings	<u>2,694</u>	<u>2,250</u>	<u>2,250</u>	
Object Total	<u>9,797</u>	<u>6,550</u>	<u>6,800</u>	<u>-</u>
TOTAL STUDENT HEALTH SERVICES	\$3,838,808	\$4,074,297	\$4,170,434	\$ -



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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
STUDENT HEALTH SERVICES				
1 Salaries and Wages				
Temporary Classified	\$ 3,206	\$ 3,180	\$ 3,180	
Temporary Professional	5,187	-	2,300	
Substitute employees	505	-	-	
Object Total	<u>8,898</u>	<u>3,180</u>	<u>5,480</u>	<u>-</u>
2 Contracted Services				
Medical & Dental Fees	489	2,824	2,824	
Public Carriers	-	1,297	1,297	
Other Contracted Services	584	100	100	
Object Total	<u>1,073</u>	<u>4,221</u>	<u>4,221</u>	<u>-</u>
3 Supplies and Materials				
Clothing and Footwear	-	3,168	3,168	
Books & Periodicals	1,701	-	-	
Health Room Supplies	139,272	-	-	
General Supplies	9,915	-	-	
Sensitive items - Non - I.T.	16,345	-	-	
Other Supplies & Materials	-	15,539	15,539	
Object Total	<u>167,233</u>	<u>18,707</u>	<u>18,707</u>	<u>-</u>
4 Other Charges				
Local Mileage Reimbursement	-	744	744	
Conferences & Trainings	8,674	-	-	
Miscellaneous-Other Charges	-	60,000	60,000	
Object Total	<u>8,674</u>	<u>60,744</u>	<u>60,744</u>	<u>-</u>
5 Equipment Additional				
Classroom Furniture and Equipment	-	13,249	13,249	
Object Total	<u>-</u>	<u>13,249</u>	<u>13,249</u>	<u>-</u>
TOTAL STUDENT HEALTH SERVICES	\$ 185,878	\$ 100,101	\$ 102,401	\$ -



## 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			PROPOSED <u>BUDGET</u>
Existing Positions	Full-Time <u>Equivalent</u>		
Professional Positions			
Supervisor - Health Services	1.00		
Coordinator - Health Services	1.00		
Registered Nurses	43.30		
Registered Nurse - Floaters	<u>5.00</u>		
Total Professional Positions	50.30	3,476,588	
Classified Positions			
Licensed Practical Nurses	<u>2.80</u>		
Total Classified Positions	2.80	<u>107,902</u>	
Total Positions - Professional and Classified	53.10		3,584,490
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>3,500</u>	6,680
Substitute Nurses			
Wages paid to substitutes while the R.N.'s and L.P.N.'s are at training classes or are out sick.			92,000
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.			
	Restricted	2,300	
	Unrestricted	<u>31,350</u>	33,650
Professional Educational Add-Ons			
a. Outdoor School (#016)	Unrestricted	<u>12,356</u>	12,356
Insurance Opt-Out			
Reimbursement to employees, who choose to opt-out of the health insurance program, per negotiated agreements.			1,310
Funds For Negotiated Agreements			<u>100,723</u>
TOTAL SALARIES AND WAGES			3,831,209

## STUDENT HEALTH SERVICES

PROPOSED  
BUDGET

## CONTRACTED SERVICES

## Medical and Dental Fees

Children's Health Services (#340)	Restricted	<u>2,824</u>	2,824
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## Other Contracted Services

a. Flu-Mist Administration (#109)	Restricted	100	
b. Children's Health Services (#340)	Restricted	1,297	
c. To contract for statewide staffing services (nursing agency) and hearing/vision screening with Carroll County Health Department.	Unrestricted	245,000	
d. To contract regarding services for Automated External Defibrillators (#009).	Unrestricted	20,500	

266,897

## TOTAL CONTRACTED SERVICES

269,721

## SUPPLIES AND MATERIALS

## Office Supplies

Paper, forms, stationery and general supplies to be used in the office of the Health Coordinator and the Health Suites in the schools.			1,000
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## Clothing and Footwear

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

Purchase of books including Physician Desk Reference and textbooks for Health Suites. Additionally, purchase of articles for student health issues.			100
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## Health Room Supplies

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

a. Children's Health Services (#340)	Restricted	15,539	
b. System wide		63,540	
c. AED (Automated External Defibrillators) (#009)		4,800	
d. Outdoor School (#016)		1,515	
e. Career & Technology (#029)		<u>950</u>	86,344

## Food

Food supplies used within Health Suites.			400
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## Printer Supplies

100

## TOTAL SUPPLIES AND MATERIALS

91,112



## STUDENT HEALTH SERVICES

PROPOSED  
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>4,200</u>	4,944

## Dues

Dues to professional organizations regarding A&amp;S funds. 350

## Conferences &amp; Trainings

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

a.	System wide	Unrestricted	2,000	
b.	A & S Professional Development (#019)	Unrestricted	<u>250</u>	2,250

## Miscellaneous - Other Charges

a.	New/Carryover Grants (Project #800 series)	Restricted	<u>60,000</u>	<u>60,000</u>
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TOTAL OTHER CHARGES 67,544

## EQUIPMENT ADDITIONAL

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

TOTAL STUDENT HEALTH SERVICES \$4,272,835



# 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.

				\$ (Decrease)	% (Decrease)
Unrestricted Fund Summary	Actual 2019-20	Approved 2020-21	Proposed 2021-22	Increase over Prior Year	Increase over Prior Year
05 Student Transportation					
1 Salaries	\$ 1,064,981	\$ 1,117,659	\$ 1,147,761	\$ 30,102	2.69%
2 Contracted Services	20,378,371	22,008,772	22,384,897	376,125	1.71%
3 Supplies/Materials	11,322	8,000	13,000	5,000	62.50%
4 Other Charges	288,007	307,950	302,700	(5,250)	-1.70%
6 Land, Bldg, Equip Replacement	68,985	-	-	-	0.00%
	\$ 21,811,666	\$ 23,442,381	\$ 23,848,358	\$ 405,977	1.73%
Restricted Fund Summary					
05 Student Transportation					
2 Contracted Services	\$ 39,063	\$ 68,750	\$ 86,500	\$ 17,750	25.82%

## Category 05 - Student Transportation

### Changes - FY 2022

#### Non-Restricted Budget Changes

1. Decrease in maintenance and repair of equipment and vehicles	\$ (47,500)
2. Decrease in license fees and communications	(20,000)
3. Net decrease in other various contracted services	(3,610)
4. Various salary and wage changes including turnover	(717)
5. Net increase in various supply and other changes line items	5,000
6. Increase in vehicle insurance costs	14,750
7. Implementing school-based strategic plan initiatives and collective bargaining agreements	30,819
8. Increase in bus contractor costs (maintenance, fuel, bus depreciation, driver/assistant wages)	<u>427,235</u>

<b>Total Non-Restricted Increase - Category 05 - Student Transportation</b>	<b>405,977</b>
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<b>Restricted Budget Net Increase - Category 05 - Student Transportation</b>	<b><u>17,750</u></b>
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<b>TOTAL INCREASE - Category 05 - Student Transportation</b>	<b>\$ 423,727</b>
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CARROLL COUNTY PUBLIC SCHOOLS  
PROPOSED BUDGET - UNRESTRICTED FUNDS  
CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
STUDENT TRANSPORTATION				
Positions				
1. Exempt	8.00	8.00	8.00	
2. Non-Exempt	6.00	6.00	6.00	
Total Positions	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>	<u>-</u>
1 Salaries and Wages				
Regular Classified	\$ 263,375	\$ 268,174	\$ 273,528	
Temporary Classified	11,380	10,000	5,000	
Overtime Classified	2,992	4,500	4,500	
Longevity Classified	9,250	9,250	9,436	
Regular Professional	773,778	802,364	823,258	
Vacation Payoff	2,986	-	-	
Insurance Opt-Out	1,220	1,220	1,220	
Funds For Negotiated Agreements	-	22,151	30,819	
Object Total	<u>1,064,981</u>	<u>1,117,659</u>	<u>1,147,761</u>	<u>-</u>
2 Contracted Services				
Maintenance & Repair of Equipmen	35,007	40,000	-	
Maintenance & Repair of Vehicles	9,955	27,500	20,000	
Printing & Binding	1,515	5,000	3,000	
Rental of Business Machines	1,286	1,300	1,300	
Medical & Dental Fees	1,794	1,700	2,000	
Student Body Transportation	687,444	817,688	815,778	
Bus Contractors	19,603,835	21,064,584	21,491,819	
Parent Reimbursement	13,275	15,000	15,000	
Bus Inspection	13,696	20,000	20,000	
Vandalism Expenses-Buses	354	1,000	1,000	
Other Contracted Services	10,210	15,000	15,000	
Object Total	<u>20,378,371</u>	<u>22,008,772</u>	<u>22,384,897</u>	<u>-</u>
3 Supplies and Materials				
Office Supplies	2,107	3,500	3,500	
Books & Periodicals	206	500	500	
Food	819	-	-	
Printer Supplies	1,323	-	-	
Other Supplies & Materials	6,867	4,000	9,000	
Object Total	<u>11,322</u>	<u>8,000</u>	<u>13,000</u>	<u>-</u>

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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
STUDENT TRANSPORTATION - continued				
4 Other Charges				
Local Mileage Reimbursement	175	700	700	
License Fees	21,600	24,000	5,000	
Communications	960	2,000	1,000	
Postage	55	200	200	
Gasoline	8,760	14,000	14,000	
Dues	429	1,000	1,000	
Subscriptions	631	300	300	
Conferences & Trainings	1,583	16,250	16,250	
Vehicle Insurance	253,814	249,500	264,250	
Object Total	<u>288,007</u>	<u>307,950</u>	<u>302,700</u>	<u>-</u>
6 Equipment Replacement				
Motor Vehicles	68,985	-	-	
Object Total	<u>68,985</u>	<u>-</u>	<u>-</u>	<u>-</u>
 TOTAL STUDENT TRANSPORTATION	 \$ 21,811,666	 \$ 23,442,381	 \$ 23,848,358	 \$ -

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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
STUDENT TRANSPORTATION				
2 Contracted Services				
Student Body Transportation	\$ 36,798	\$ 68,750	\$ 86,500	
Bus Contractors	-	-	-	
Parent Involvement	-	-	-	
Other Contracted Services	2,265	-	-	
Object Total	<u>39,063</u>	<u>68,750</u>	<u>86,500</u>	<u>-</u>
 TOTAL STUDENT TRANSPORTATION	 \$ 39,063	 \$ 68,750	 \$ 86,500	 \$ -





## 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		PROPOSED <u>BUDGET</u>
Existing Positions:	<u>Full-Time Equivalent</u>	
Regular Professional Positions		
Director - Transportation	1.00	
Supervisor - Transportation	1.00	
Area Supervisors - Transportation	3.00	
Supervisor - Operations Performance	1.00	
Transportation Analyst	1.00	
Transportation Planner	<u>1.00</u>	
Total Professional Positions	8.00	823,258
Classified Positions		
Clerk Accountant III - 12 Month	1.00	
Lead School Vehicle Driver Instructor	1.00	
School Vehicle Driver Instructor	2.00	
Transportation Routing & Scheduling Associate	<u>2.00</u>	
Total Classified Positions	6.00	<u>273,528</u>
Total Professional and Classified Positions	14.00	1,096,786
Temporary Classified		
To cover cost of non-exempt employees in the summer.		5,000
Overtime Classified		4,500
Longevity Classified		
To comply with the longevity provision in the Master Agreement between non-exempt employees and the Board of Education		9,436
Insurance Opt-Out		
Reimbursement to employees who elect to opt-out of the Board of Education's insurance program.		1,220
Funds For Negotiated Agreements		<u>30,819</u>
TOTAL SALARIES AND WAGES		1,147,761
CONTRACTED SERVICES		
Maintenance & Repair of Vehicles		20,000
Printing and Binding		
Payments to outside printing companies to provide documents associated with the operations of Student Transportation.		3,000
Rental of Business Machines		1,300
Medical Examinations		
Funds for physical examinations, State mandated drug and alcohol testing of school bus drivers.		2,000

## STUDENT TRANSPORTATION

PROPOSED  
BUDGET

## Rental of Motor Vehicles

## Unrestricted

Funds to transport athletic teams, including corollary sports 673,653

Funds to transport for fine arts activities, including marching bands. 61,364

## Funds to transport for projects:

a. Perkins Title I-C: Program Improvement (#029) 16,260

b. CCSGA (Student Government) / Student Leadership (#098) 3,500

c. BEST Program (#114) 900

d. PRIDE - Elementary (#118) 5,400

e. High School Academic Competition (#147) 13,076

f. Limited English Proficient (#238) 2,000

g. Multicultural Curriculum Development (#345) 4,000

h. Career Technology Education - Match (#429) 1,200

Funds to transport students on Instructional Field Trips. 34,425

Total Unrestricted 815,778

## Restricted

i. IDEA Part B: AEP-LIR (#049) 18,000

j. CCSGA (Student Government) / Student Leadership (#098) 2,000

k. Full-Day Pre-Kindergarten Expansion (#125) 1,000

l. Judy Center Student Support Grant (#146) 500

m. New (#805) and Carryover (#800) Grants 65,000

Total Restricted 86,500

Total Unrestricted &amp; Restricted 902,278

## Bus Contractors

Payments to private carriers for transporting students to and from school,  
including regular route contracts and special education contracts. 21,491,819

## Parent Reimbursement

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

## Bus Inspection

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

## Vandalism Expenses - Buses

Payments to repair bus damage pertaining to vandalism. 1,000

## Other Contracted Services

First Aid training, routing input for computer system, Accu-Weather,  
Regional Planning Council and Mapping services.Unrestricted 15,000

## TOTAL CONTRACTED SERVICES

22,471,397

## SUPPLIES AND MATERIALS - Unrestricted

## Office Supplies

Stationery, forms, paper. 3,500

## Books and Periodicals

Purchase of books and periodicals for professional staff. 500

## Other Supplies &amp; Materials

For cleaning and miscellaneous supplies used in connection  
with transportation. 9,000

## TOTAL SUPPLIES AND MATERIALS

13,000

## STUDENT TRANSPORTATION

PROPOSED  
BUDGET

## OTHER CHARGES - Unrestricted

## Local Mileage Reimbursement

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

700

## License Fees

5,000

## Communications

1,000

## Postage

200

## Gasoline

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

14,000

## Dues &amp; Subscriptions

1,300

## Conferences &amp; Trainings

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

16,250

## Vehicle Insurance

Vehicular and liability insurance for school bus program  
and staff vehicles.264,250

## TOTAL OTHER CHARGES

302,700

## TOTAL STUDENT TRANSPORTATION

\$23,934,858



# 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 2019-20	Approved 2020-21	Proposed 2021-22	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
06 Operation of Plant					
1 Salaries	\$ 11,629,256	\$ 12,548,003	\$ 13,120,451	\$ 572,448	4.56%
2 Contracted Services	2,201,334	1,831,343	1,761,833	(69,510)	-3.80%
3 Supplies/Materials	1,337,804	1,136,160	1,122,500	(13,660)	-1.20%
4 Other Charges	6,963,544	7,227,592	7,284,631	57,039	0.79%
5 Land, Bldg, Equip Additional	50,172	-	-	-	0.00%
6 Land, Bldg, Equip Replacement	50,225	-	-	-	0.00%
	\$ 22,232,335	\$ 22,743,098	\$ 23,289,415	\$ 546,317	2.40%
Restricted Fund Summary					
06 Operation of Plant					
1 Salaries	\$ 504	\$ -	\$ -	\$ -	0.00%
2 Contracted Services	134,862	26,000	26,000	-	0.00%
3 Supplies/Materials	154,068	-	-	-	0.00%
4 Other Charges	7,070	90,000	90,000	-	0.00%
	\$ 296,504	\$ 116,000	\$ 116,000	\$ -	0.00%

## Category 06 - Operation of Plant

### Changes - FY 2022

#### Non-Restricted Budget Changes

1. Decrease in rental of building and office space	(30,000)
2. Net decrease in various other contracted services	(29,800)
3. Net decrease in various supplies and materials	(13,660)
4. Decrease in contracted services for maintenance and repair of equipment	(9,710)
5. Net increase in various other charges	5,110
6. Net increase in insurances and utilities	51,929
7. Various salary and wage changes including turnover	235,930
8. Implementing school-based strategic plan initiatives and collective bargaining agreements	336,518

<b>Total Non-Restricted Increase - Category 06 - Operation of Plant</b>	<b>546,317</b>
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<b>Restricted Budget Net Change - Category 06 - Operation of Plant</b>	<b>-</b>
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<b>TOTAL INCREASE - Category 06 - Operation of Plant</b>	<b>\$ 546,317</b>
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CARROLL COUNTY PUBLIC SCHOOLS  
PROPOSED BUDGET - UNRESTRICTED FUNDS  
CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
OPERATION OF PLANT				
Positions				
1. Exempt	6.00	7.00	7.00	
2. Non-Exempt	256.10	275.10	275.10	
Total Positions	262.10	282.10	282.10	-
1 Salaries and Wages				
Regular Classified	\$ 10,165,947	\$ 10,869,797	\$ 11,235,308	
Temporary Classified	314,816	332,000	332,000	
Classified Educational Add-Ons	4,321	9,100	8,450	
Overtime Classified	199,969	215,000	215,000	
Longevity Classified	5,139	4,625	4,718	
Regular Professional	564,517	650,509	740,537	
Substitute Employees	129	300	300	
Professional Educational Add-Ons	58,355	58,380	60,900	
Security Guards	138,407	150,500	150,500	
Vacation Pay-Off	175,205	160,000	160,000	
Retirement Incentive	1,231	-	-	
Insurance Opt-Out	1,220	1,220	1,220	
Funds For Negotiated Agreements	-	221,572	336,518	
Hiring Turnover (F.T.E.)	-	(125,000)	(125,000)	
Object Total	11,629,256	12,548,003	13,120,451	-
2 Contracted Services				
Maintenance & Repair of Equipment	984,361	712,093	702,383	
Maintenance & Repair of Vehicles	3,368	-	-	
Printing & Binding	260	12,450	6,450	
Rental of Business Machines	1,886	3,000	3,000	
Asbestos Removal	11,500	20,000	20,000	
Cleaning Services	296,080	240,000	240,000	
Rental of Building & Office Space	419,905	480,000	450,000	
Printer Maintenance Cost	29,309	-	-	
Other Contracted Services	454,665	363,800	340,000	
Object Total	2,201,334	1,831,343	1,761,833	-
3 Supplies and Materials				
Office Supplies	1,788	8,950	8,950	
Clothing & Footwear	65,995	40,000	40,000	
Custodial Materials	505,008	540,000	540,000	
Vehicle Repair Supplies	95	-	-	
Equip. Maintenance & Repair Supp.	142,617	121,050	128,300	
Real Prop Maint & Repair Supplies	6,004	2,600	2,600	
Food	1,305	2,350	2,350	
General Supplies	48,926	40,000	40,000	
Audio-Visual Repair Supplies	7,356	-	-	
Computer Equipment < \$5,000	467,039	277,000	285,000	
Sensitive Items - Non-I.T.	56,928	30,000	30,000	
Printer Supplies	1,001	-	-	
Printers - Replacement	992	-	-	
Other Supplies & Materials	32,750	74,210	45,300	
Object Total	1,337,804	1,136,160	1,122,500	-

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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
OPERATION OF PLANT - continued				
4 Other Charges				
Local Mileage Reimbursement	7,137	15,200	15,200	
License Fees	593,355	283,500	283,500	
Communications	137,674	135,000	135,000	
Heating Fuels	441,772	590,000	590,000	
Gas, Electricity and Steam	4,405,029	4,875,782	4,880,782	
Dues	150	350	350	
Subscriptions	-	200	200	
Water and Sewage	889,510	816,589	843,589	
Conferences & Trainings	9,006	9,750	14,750	
Insurance - Property/Fire	478,945	479,571	499,500	
Insurance - Self-Insur. (Property)	866	20,000	20,000	
Admission Fees	-	50	160	
Miscellaneous - Other Charges	100	1,600	1,600	
Object Total	<u>6,963,544</u>	<u>7,227,592</u>	<u>7,284,631</u>	<u>-</u>
5 Equipment Additional				
Machinery	15,749	-	-	
Port Tools & Minor Equipment	34,423	-	-	
Object Total	<u>50,172</u>	<u>-</u>	<u>-</u>	<u>-</u>
6 Equipment Replacement				
Data Processing Equipment	50,225	-	-	
Object Total	<u>50,225</u>	<u>-</u>	<u>-</u>	<u>-</u>
 TOTAL OPERATION OF PLANT	 \$ 22,232,335	 \$ 22,743,098	 \$ 23,289,415	 \$ -



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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
OPERATION OF PLANT				
1 Salaries and Wages				
Substitute employees	\$ 504	\$ -	\$ -	
Object Total	<u>504</u>	<u>-</u>	<u>-</u>	<u>-</u>
2 Contracted Services				
Maintenance & Repair of Equip.	13,770	6,000	6,000	
Printing & Binding	1,598	-	-	
Other Contracted Services	<u>119,494</u>	<u>20,000</u>	<u>20,000</u>	
Object Total	<u>134,862</u>	<u>26,000</u>	<u>26,000</u>	<u>-</u>
3 Supplies and Materials				
Custodial Supplies	129,432	-	-	
Books & Periodicals	3,060	-	-	
Real Prop Maint & Repair Supplies	500	-	-	
Other Supplies & Materials	<u>21,076</u>	<u>-</u>	<u>-</u>	
Object Total	<u>154,068</u>	<u>-</u>	<u>-</u>	<u>-</u>
4 Other Charges				
License Fees	1,650	-	-	
Conferences & Trainings	5,420	-	-	
Miscellaneous - Other Charges	<u>-</u>	<u>90,000</u>	<u>90,000</u>	
Object Total	<u>7,070</u>	<u>90,000</u>	<u>90,000</u>	<u>-</u>
 TOTAL OPERATION OF PLANT	 \$ 296,504	 \$ 116,000	 \$ 116,000	 \$ -



## OPERATION OF PLANT

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

Under Operation of Plant are such activities as warehousing and distributing services, those concerned with keeping the physical plant clean and ready for daily use, including operation of heating, lighting and systems (utility costs), moving furniture, caring for grounds and such other housekeeping services as are repeated on a somewhat regular basis. Additional items included are the cost of building rental and 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.

### PROPOSED BUDGET

#### SALARIES AND WAGES

Existing Positions	Full-Time	
Professional Positions	<u>Equivalent</u>	
Supervisor - Operations & Maintenance	0.50	
Assistant Supervisor - Plant Operations	2.00	
Deputy Supervisor - Operations & Maintenance	0.50	
Coordinator - Environmental Safety	1.00	
Supervisor - School Security and Emergency Mgmt	1.00	
Coordinator - School Security and Emergency Mgm	1.00	
User Liaison Specialist	<u>1.00</u>	
Total Professional Positions	7.00	740,537
Classified Positions		
Building Services Manager - Central Office	1.00	
Building Supervisor - Category III	32.00	
Building Supervisor - Category IV	8.00	
Cabinet Secretary	0.50	
Custodian - Category I	164.00	
Custodian - Equipment Repair Technician	1.00	
Driver - Category III	4.60	
Floater Custodian	5.00	
Groundskeeper / Custodian - Category I	5.00	
Information Technology Analyst	13.00	
Lead Network Engineer	3.00	
Network Engineer	2.00	
Secretary III - 12 Month	1.00	
Security Assistants	16.00	
Senior Network Engineer	2.00	
Shift Foreman - Category II	9.00	
Shipping & Receiving Clerk - Category III	1.00	
Systems Administrator	3.00	
Technology Integration Analyst	1.00	
Technology Integration Specialist	2.00	
Telecommunications Engineer	<u>1.00</u>	
Total Classified Positions	275.10	<u>11,235,308</u>
Total Professional and Classified Positions	282.10	11,975,845
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.		332,000
Classified Educational Add-Ons		
Educational Add-Ons for non-exempt employees.		
Payments for certification for Boiler - Stationary Engineer, per negotiated contract.		8,450

# OPERATION OF PLANT

## PROPOSED BUDGET

Overtime Classified	
Overtime payments to non-exempt employees	215,000
Vacation Payoff	
Compensation to non-exempt employees for unused vacation time.	160,000
Longevity Classified	4,718
Substitute Employees	300
Professional Educational Add-Ons	60,900
Security Guards	
Cost to cover security guard expenses for various student activities including police activities for school functions, traffic control on grounds, and in the vicinity of schools and buildings.	150,500
Insurance Opt-Out	
Reimbursement to employees who elect to opt-out of the Board insurance program.	1,220
Funds For Negotiated Agreements	336,518
Hiring Turnover (F.T.E.)	<u>(125,000)</u>
TOTAL SALARIES AND WAGES	13,120,451

## CONTRACTED SERVICES

### Maintenance and Repair of Equipment

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

Unrestricted	702,383	
Restricted	<u>6,000</u>	708,383

### Printing and Binding

Printing of necessary forms used within Operation of Plant. 6,450

### Rental of Business Machines

3,000

### Asbestos Removal

Asbestos inspections and awareness training - contract. 20,000

### Cleaning Services

Collection and removal of refuse from all schools on a regular schedule and recycling costs - contract. 240,000

## OPERATION OF PLANT

### PROPOSED BUDGET

#### Rental of Building and Office Space

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

450,000

#### Other Contracted Services

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

Unrestricted      340,000

Restricted      20,000      360,000

#### TOTAL CONTRACTED SERVICES

1,787,833

#### SUPPLIES AND MATERIALS

##### Office Supplies

Stationery, binders/folders, pens, pencils, and pads. 8,950

##### Uniforms - Clothing and Footwear

Uniforms for custodial personnel as required by negotiated agreement. 40,000

##### Custodial Materials

Items used in the cleaning and maintaining of schools and offices, such as mops, hand soaps, paper towels, and cleaning fluids. 540,000

##### 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. 128,300

##### Real Property Maintenance and Repair Supplies

Supplies used to maintain operation of buildings 2,600

##### Food

All day in-services for the entire custodial staff. 2,350

##### General Supplies

40,000

##### Computer Equipment < \$5,000

Technology Services 285,000

## OPERATION OF PLANT

### PROPOSED BUDGET

Sensitive Items Non-I.T.	30,000
Other Supplies & Materials To purchase replacement supplies (individual cost less than \$1,000) for schools and Plant Operations.	<u>45,300</u>
TOTAL SUPPLIES AND MATERIALS	1,122,500
OTHER CHARGES	
Local Mileage Reimbursement Payment for mileage incurred for Board related travel by employees.	15,200
License Fees	283,500
Communications To maintain communication costs for Central Office and schools. Items include broadband services, Carroll County Public Library - Internet Services and Arch wireless - pagers.	135,000
Heating Fuels Payments to firms for heating fuels.	590,000
Gas, Electricity and Steam Payments to utility companies for gas, electricity for lighting and heating	4,880,782
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.	843,589
Conferences & Trainings Costs of attending conferences, meetings, in-services, training and other professional development. Unrestricted	14,750
Insurance - Property/Fire Payments associated with the coverage of property/fire insurance to safeguard the schools' assets (building, equipment & contents).	499,500
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.	20,000

# OPERATION OF PLANT

## PROPOSED BUDGET

### OTHER CHARGES - Continued

Admission Fees	160
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#### 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	50,000
b.	New Grants (#805)	Restricted	40,000
c.	System-Wide	Unrestricted	<u>1,600</u>

Total Miscellaneous - Other Charges	<u>91,600</u>
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TOTAL OTHER CHARGES	7,374,631
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TOTAL OPERATION OF PLANT	\$23,405,415
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# 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.

				\$ (Decrease)	% (Decrease)
Unrestricted Fund Summary				Increase over	Increase over
	Actual 2019-20	Approved 2020-21	Proposed 2021-22	Prior Year	Prior Year
07 Maintenance of Plant					
1 Salaries	\$ 3,594,243	\$ 3,651,741	\$ 3,779,867	\$ 128,126	3.51%
2 Contracted Services	1,384,486	1,244,068	1,244,068	-	0.00%
3 Supplies/Materials	1,074,910	1,156,200	1,156,200	-	0.00%
4 Other Charges	172,971	208,974	208,974	-	0.00%
6 Land, Bldg, Equip Replacement	225,902	-	-	-	0.00%
9 Transfers	167,257	-	-	-	100.00%
	\$ 6,619,769	\$ 6,260,983	\$ 6,389,109	\$ 128,126	2.05%
Restricted Fund Summary					
07 Maintenance of Plant					
2 Contracted Services	\$ 141,231	\$ -	\$ -	\$ -	0.00%
3 Supplies/Materials	2,097	-	-	-	0.00%
4 Other Charges	-	35,000	35,000	-	0.00%
6 Land, Bldg, Equip Replacement	79,996	-	-	-	0.00%
	\$ 223,324	\$ 35,000	\$ 35,000	\$ -	0.00%

**Category 07 - Maintenance of Plant**  
**Changes - FY 2022**

**Non-Restricted Budget Changes**

1. Various salary and wage changes including turnover	\$ 26,228
2. Implementing school-based strategic plan initiatives and collective bargaining agreements	<u>101,898</u>
<b>Total Non-Restricted Increase - Category 07 - Maintenance of Plant</b>	<b>128,126</b>

<b>Restricted Budget Net Change - Category 07 - Maintenance of Plant</b>	<u>-</u>
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<b>TOTAL INCREASE - Category 07 - Maintenance of Plant</b>	<b>\$ 128,126</b>
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CARROLL COUNTY PUBLIC SCHOOLS  
PROPOSED BUDGET - UNRESTRICTED FUNDS  
CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
MAINTENANCE OF PLANT				
Positions				
1. Exempt	3.00	3.00	3.00	
2. Non-Exempt	67.00	67.00	67.00	
Total Positions	<u>70.00</u>	<u>70.00</u>	<u>70.00</u>	<u>-</u>
1 Salaries and Wages				
Regular Classified	\$3,242,743	\$3,246,783	\$3,330,091	
Classified Educational Add-Ons	9,496	9,350	9,350	
Overtime Classified	57,679	65,000	65,000	
Longevity Classified	1,542	1,542	1,573	
Vacation Pay-Off	22,239	35,000	35,000	
Regular Professional	260,544	260,544	267,755	
Funds For Negotiated Agreements	-	63,522	101,098	
Hiring Turnover (F.T.E.)	-	(30,000)	(30,000)	
Object Total	<u>3,594,243</u>	<u>3,651,741</u>	<u>3,779,867</u>	<u>-</u>
2 Contracted Services				
Maintenance & Repair of Equipment	34,309	-		
Maintenance & Repair of Vehicles	161,761	152,090	152,090	
Printing & Binding	30	102	102	
Rental of Business Machines	16,435	10,000	10,000	
Asbestos Removal	-	20,000	20,000	
Maintenance - Grounds	188,181	83,598	83,598	
Maintenance - Buildings	207,166	152,564	152,564	
Vandalism Expenses	-	4,000	4,000	
Other Contracted Services	<u>776,604</u>	<u>821,714</u>	<u>821,714</u>	
Object Total	<u>1,384,486</u>	<u>1,244,068</u>	<u>1,244,068</u>	<u>-</u>
3 Supplies and Materials				
Office Supplies	1,210	1,500	1,500	
Clothing & Footwear	21,345	15,000	15,000	
Books and Periodicals	-	200	200	
Vehicle Repair Supplies	77,484	77,000	77,000	
Equip. Maintenance & Repair Supp.	87,561	125,000	125,000	
Real Property Maint & Rep Supplies	867,721	850,000	850,000	
Food	1,289	1,500	1,500	
Security Systems Supplies	2,937	4,000	4,000	
Sensitive Items Non-I.T.	5,540	30,000	30,000	
Vandalism Supplies	2,528	2,000	2,000	
Printer Supplies	66	-	-	
Other Supplies & Materials	<u>7,229</u>	<u>50,000</u>	<u>50,000</u>	
Object Total	<u>1,074,910</u>	<u>1,156,200</u>	<u>1,156,200</u>	<u>-</u>

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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
MAINTENANCE OF PLANT - continued				
4 Other Charges				
Local Mileage Reimbursement	-	300	300	
License Fees	51,829	52,024	52,024	
Gasoline	119,114	151,200	151,200	
Dues	128	200	200	
Subscriptions	-	250	250	
Conferences & Trainings	500	3,000	3,000	
Miscellaneous - Other Charges	1,400	2,000	2,000	
Object Total	<u>172,971</u>	<u>208,974</u>	<u>208,974</u>	<u>-</u>
5 Equipment Additional				
Machinery	<u>225,902</u>	<u>-</u>	<u>-</u>	<u>-</u>
Object Total	<u>225,902</u>	<u>-</u>	<u>-</u>	<u>-</u>
6 Equipment Replacement				
Motor Vehicles	166,457	-	-	
Machinery	<u>800</u>	<u>-</u>	<u>-</u>	<u>-</u>
Object Total	<u>167,257</u>	<u>-</u>	<u>-</u>	<u>-</u>
 TOTAL MAINTENANCE OF PLANT	 \$6,619,769	 \$6,260,983	 \$6,389,109	 \$ -

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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
MAINTENANCE OF PLANT				
2 Contracted Services				
Maintenance - Improv. to Grounds	\$ 34,040	\$ -	\$ -	
Maintenance - Improv. to Buildings	107,191	-	-	
Object Total	<u>141,231</u>	<u>-</u>	<u>-</u>	<u>-</u>
3 Total Supplies & Materials				
Real Prop Maint & Repair Supplies	2,097	-	-	
Object Total	<u>2,097</u>	<u>-</u>	<u>-</u>	<u>-</u>
4 Other Charges				
Miscellaneous - Other Charges	-	35,000	35,000	
Object Total	<u>-</u>	<u>35,000</u>	<u>35,000</u>	<u>-</u>
6 Total Replacement Equipment				
Doors & Windows	79,996	-	-	
Object Total	<u>79,996</u>	<u>-</u>	<u>-</u>	<u>-</u>
 TOTAL MAINTENANCE OF PLANT	 \$ 223,324	 \$ 35,000	 \$ 35,000	 \$ -



## MAINTENANCE OF PLANT

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

SALARIES & WAGES	Full-Time <u>Equivalent</u>	PROPOSED <u>BUDGET</u>
Professional Positions		
Supervisor - Operations & Maintenance	0.50	
Assistant Supervisor - Plant Maintenance	2.00	
Deputy Supervisor - Operations & Maintenance	<u>0.50</u>	
Total Professional Positions	3.00	267,755
Classified Positions		
Audio Visual Technician - Category IV	1.00	
Boiler Mechanic/ Gen'l Maintenance - Category III	1.00	
Boiler Mechanic - Category IV	1.00	
Building Maintenance Mechanic - Category II	1.00	
Building Maintenance Mechanic - Category III	8.00	
Carpenter / General Maintenance - Category III	2.00	
Carpenter / General Maintenance - Category IV	2.00	
Clerk II - 12 Month	1.00	
Dispatcher	1.00	
Electrician / General Maintenance - Category IV	4.00	
Electronic System Tech / General Maintenance - Cat IV	3.00	
Facilities Maintenance & Operations Associate	1.00	
General Maintenance - Category II	10.00	
General Maintenance / Mechanic - Category II	2.00	
Grounds Services Manager	1.00	
Groundskeeper / General Maintenance - Category III	1.00	
HVAC Control Technician / General Maintenance	2.00	
HVAC Controls / General Maintenance IV	3.00	
IPM Grounds Technician	4.00	
Lead Painter / General Maintenance - Category IV	1.00	
Locksmith / Carpenter/ General Maintenance - Cat IV	1.00	
Mason / General Maintenance - Category IV	1.00	
Painter / General Maintenance - Category II	4.00	
Plumber - Category IV	1.00	
Plumber / General Maintenance - Category III	1.00	
Plumber/General Maintenance - Category IV	1.00	
Preventive / General Maintenance - Category III	4.00	
Roofer / Carpenter - Category IV	1.00	
Shipping & Receiving Clerk - Category III	1.00	
Vehicle Mechanic / General Maintenance Category III	1.00	
Vehicle Mechanic / General Maintenance Category IV	<u>1.00</u>	
Total Classified Positions	67.00	<u>3,330,091</u>
Total Professional and Classified Positions	70.00	3,597,846

## MAINTENANCE OF PLANT

### PROPOSED BUDGET

Classified Educational Add-ons	
Payments for certification for Boiler-Stationary Engineers, per negotiated contract.	9,350
Overtime Classified	
Overtime payments to non-exempt employees.	65,000
Longevity - Classified	
To comply with the longevity provision in the Master Agreement between non-exempt employees and the Board of Education.	1,573
Vacation Payoff	
Compensation to employees per Master Agreement between Board of Education and non-exempt employees for unused vacation time.	35,000
Funds For Negotiated Agreements	101,098
Hiring Turnover (F.T.E.)	<u>(30,000)</u>
TOTAL SALARIES AND WAGES	3,779,867

### CONTRACTED SERVICES

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.	152,090
Printing and Binding	
Printing of necessary forms used within Maintenance of Plant.	102
Rental of Business Machines	10,000
Asbestos Removal	
Removal of floor and ceiling tile.	20,000
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.	83,598



## MAINTENANCE OF PLANT

### PROPOSED BUDGET

Maintenance: Improvements to Buildings	
Payments to firms and individual contractors for improvements to buildings, such as electrical, heating, painting, plumbing and roofing relating to schools system-wide. Items within Plant Maintenance include: inspections and repairs for elevators, folding partitions, and bleachers; handicapped accessibility improvements; and maintenance for electric, plumbing, and roofs.	
Also included is the contract for Johnson Controls performance contracts.	
	152,564
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>821,714</u>
TOTAL CONTRACTED SERVICES	1,244,068
SUPPLIES AND MATERIALS	
Office Supplies	
Items for use by staff within Plant Maintenance.	
	1,500
Clothing and Footwear	
Uniforms for maintenance personnel as required by negotiated agreement.	
	15,000
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.	
	77,000
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.	
	125,000
Real Property Maintenance and Repair Supplies	
Purchase of items used to maintain and repair real property.	
Account includes supplies used for maintenance of land and buildings.	
Items include: water treatment, handicapped accessibility improvements, maintenance to air conditioning, electric, hardware, plumbing, roof and indoor air quality. Account includes preventive maintenance.	
	850,000
Food	1,500
Security Systems Supplies (system-wide)	4,000

# MAINTENANCE OF PLANT

## PROPOSED BUDGET

Sensitive Items - Non I.T.			30,000
Vandalism Supplies			
Materials purchased to repair damage done by vandals.			2,000
Other Supplies & Materials			
Expenses related to snow removal.			<u>50,000</u>
TOTAL SUPPLIES AND MATERIALS			1,156,200
OTHER CHARGES			
Local Mileage Reimbursement			
Payments for travel incurred by employees.			300
License Fees			52,024
Gasoline			
Fuels/lubricants for vehicles utilized by staff within various departments.			151,200
Dues and Subscriptions			
Dues to professional organizations, i.e. ASBO, and subscriptions to professional magazines and publications.			450
Conferences & Trainings			
Costs of attending conferences, meetings, in-services, training and other professional development.			3,000
Miscellaneous Other Charges			
To cover costs for trade licensing fees.	Unrestricted	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			243,974
TOTAL MAINTENANCE OF PLANT			\$6,424,109

# 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.

				\$ (Decrease)	% (Decrease)
Unrestricted Fund Summary	Actual	Approved	Proposed	Increase over	Increase over
	2019-20	2020-21	2021-22	Prior Year	Prior Year
08 Fixed Charges					
4 Other Charges	\$ 75,596,359	\$ 79,324,066	\$ 80,161,036	\$ 836,970	1.06%
Restricted Fund Summary					
08 Fixed Charges					
4 Other Charges	\$ 3,213,927	\$ 3,627,659	\$ 3,832,525	\$ 204,866	5.65%

## Category 08 - Fixed Charges

### Changes - FY 2022

#### Non-Restricted Budget Changes

1. Impact of various salary and wage changes including turnover	(694,393)
2. Reversal of FY 20 mechanical/categorical posting error between categories 07 (maintenance of plant) and 08 (fixed charges)	(683,000)
3. Net decreases in insurance policies, including workers compensation, liability and vehicle	(237,721)
4. Decrease in tuition reimbursement	(45,000)
5. Increase in retiree health insurance	229,424
6. Increase in fixed charges related to various uses of Fund Balance detailed in other categories	469,877
7. Implementing strategic plan initiatives and collective bargaining agreements	831,833
8. Net increase in school system share of increase in employee benefits, including medical and dental insurance	<u>1,157,010</u>
<b>Total Non-Restricted Increase - Category 08 - Fixed Charges</b>	<b>1,028,030</b>

<b>Restricted Budget Net Increase - Category 08 - Fixed Charges</b>	<b><u>204,866</u></b>
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<b>TOTAL INCREASE - Category 08 - Fixed Charges</b>	<b>\$ 1,232,896</b>
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CARROLL COUNTY PUBLIC SCHOOLS  
PROPOSED BUDGET - UNRESTRICTED FUNDS  
CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
FIXED CHARGES				
Positions				
None				
4 Other Charges				
Employee Fringe Benefits				
Tuition Reimbursement	\$ 1,011,182	\$ 1,155,000	\$ 1,155,000	
Employee Retirement	8,905,838	9,072,418	9,320,073	
Employee Social Security	14,850,358	15,957,229	16,190,468	
Sick Leave Conversion	829,197	1,198,322	1,198,322	
Insurance - Life	118,996	118,801	117,366	
Insurance - Long Term Disability	41,046	42,398	41,687	
Insurance - Unemployment	41,369	75,000	75,000	
Insurance - Optical	414	2,758	2,277	
Insurance - Medical	40,387,824	42,020,901	41,466,755	
Insurance - Worker's Compensation	1,591,609	1,732,022	1,770,046	
Insurance - Dental	947,755	1,283,019	1,280,812	
Insurance - Retirees Health	6,377,930	6,170,823	6,985,184	
Employee Assistance Program	36,720	36,750	36,750	
Employee Benefit Subsidy	58,184	60,000	60,000	
Flexible Benefit Administration	107,712	125,000	125,000	
Insurances				
General Liability	215,767	194,796	259,543	
Vehicle	62,429	66,800	64,653	
Catastrophic Student Athletic	12,029	12,029	12,100	
Object Total	<u>75,596,359</u>	<u>79,324,066</u>	<u>80,161,036</u>	<u>-</u>
 TOTAL FIXED CHARGES	 \$ 75,596,359	 \$ 79,324,066	 \$ 80,161,036	 \$ -



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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
FIXED CHARGES				
4 Other Charges				
Employee Fringe Benefits				
Employee Retirement	\$ 880,576	\$ 1,156,997	\$ 1,103,825	
Employee Social Security	674,346	757,149	815,633	
Insurance - Life	3,996	4,200	4,296	
Insurance - Long Term Disability	611	700	478	
Insurance - Optical	75	76	77	
Insurance - Medical	1,548,129	1,612,740	1,797,149	
Insurance - Worker's Compensation	53,661	44,718	54,148	
Insurance - Dental	49,299	51,079	56,919	
Employee Benefit Subsidy	3,234	-	-	
Object Total	<u>3,213,927</u>	<u>3,627,659</u>	<u>3,832,525</u>	<u>-</u>
 TOTAL FIXED CHARGES	 \$ 3,213,927	 \$ 3,627,659	 \$ 3,832,525	 \$ -





## 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	PROPOSED <u>BUDGET</u>
<p>Tuition Reimbursement</p> <p>Professional and classified employees are eligible for reimbursement for advanced study and training as per the terms of the respective negotiated agreement.</p> <p style="text-align: right;">Unrestricted</p>	1,155,000
<p>Employee Retirement/Pension</p> <p>Provides funds for the employer's share of contributions to the State Teacher's and Employee Retirement System and Employee Pension System.</p> <p style="text-align: right;">Restricted      1,103,825</p> <p style="text-align: right;">Unrestricted      <u>9,320,073</u></p>	10,423,898
<p>Employee Social Security</p> <p>This account includes the required employer contributions for all employees.</p> <p style="text-align: right;">Restricted      815,633</p> <p style="text-align: right;">Unrestricted      <u>16,190,468</u></p>	17,006,101
<p>Sick Leave Conversion</p> <p>Provides funds for sick leave conversion at retirement or death per terms of the negotiated agreement.</p> <p style="text-align: right;">Unrestricted</p>	1,198,322
<p>Insurance</p> <p>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.</p> <p style="text-align: right;">Restricted      1,913,067</p> <p style="text-align: right;">Unrestricted      <u>52,075,423</u></p>	53,988,490
<p>Employee Fringe Benefits</p> <p>This item includes the employee assistance program and the employee benefit subsidy.</p> <p style="text-align: right;">Unrestricted</p>	96,750
<p>Flexible Benefit Administration</p> <p>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.</p> <p style="text-align: right;">Unrestricted</p>	125,000
TOTAL OTHER CHARGES	83,993,561
TOTAL FIXED CHARGES	\$83,993,561



# 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.

				\$ (Decrease)	% (Decrease)
Unrestricted Fund Summary	Actual 2019-20	Approved 2020-21	Proposed 2021-22	Increase over Prior Year	Increase over Prior Year
10 Community Services					
1 Salaries	\$ 194,512	\$ 290,000	\$ 290,000	\$ -	0.00%
2 Contracted Services	500	-	-	-	0.00%
3 Supplies/Materials	46	-	-	-	0.00%
4 Other Charges	200	-	-	-	0.00%
	\$ 195,258	\$ 290,000	\$ 290,000	\$ -	0.00%
Restricted Fund Summary					
10 Community Services					
1 Salaries	\$ 11,323	\$ 679,533	\$ 766,268	\$ 86,735	12.76%
2 Contracted Services	4,559	29,000	50,970	21,970	75.76%
3 Supplies/Materials	46,516	87,061	168,476	81,415	93.51%
4 Other Charges	6,315	88,175	118,608	30,433	34.51%
	\$ 68,713	\$ 883,769	\$ 1,104,322	\$ 220,553	24.96%

**Category 10 - Community Services**  
**Changes - FY 2022**

**Non-Restricted Budget Changes**

No Changes \$ -

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

**Restricted Budget Net Increase - Category 10 - Community Services 220,553**

**TOTAL INCREASE - Category 10 - Community Services \$ 220,553**

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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
COMMUNITY SERVICES				
Positions				
None				
1 Salaries and Wages				
Overtime Classified	\$ 193,641	\$ 290,000	\$ 290,000	
Professional Add-ons	871	-	-	
Object Total	<u>194,512</u>	<u>290,000</u>	<u>290,000</u>	<u>-</u>
2 Contracted Services				
Other Contracted Services	500	-	-	
Object Total	<u>500</u>	<u>-</u>	<u>-</u>	<u>-</u>
3 Supplies and Materials				
Office Supplies	46	-	-	
Object Total	<u>46</u>	<u>-</u>	<u>-</u>	<u>-</u>
4 Other Charges				
Conferences & Trainings	200	-	-	
Object Total	<u>200</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL COMMUNITY SERVICES	\$ 195,258	\$ 290,000	\$ 290,000	\$ -



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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
COMMUNITY SERVICES				
Positions				
1. Exempt	-	5.00	4.00	
2. Non-Exempt	-	1.00	1.00	
Total Positions	-	6.00	5.00	-
1 Salaries and Wages				
Non-Instructional Classified	\$ 8,709	\$ 42,548	\$ 43,411	
Temporary Classified	-	6,700	6,700	
Non-Instructional Add-ons	8	600	600	
Admin Exempt Salary	-	102,220	-	
Admin Exempt Add-on	2,606	-	-	
Instructional Assistant Temp	-	61,746	59,459	
Teacher Salary	-	306,679	310,301	
Teacher Hourly / Temp	-	154,040	340,797	
Teacher Longevity	-	5,000	5,000	
Object Total	11,323	679,533	766,268	-
2 Contracted Services				
Printing and Binding	-	3,000	100	
Rental of Motor Vehicles	679	1,400	1,320	
Other Contracted Services	3,880	24,600	49,550	
Object Total	4,559	29,000	50,970	-
3 Supplies and Materials				
Office Supplies	-	350	-	
Clothing & Footwear	3,123	6,000	6,000	
Health Room Supplies	30	-	-	
Books & Periodicals	-	7,050	-	
Food	3,731	8,560	25,465	
General Supplies	22,105	52,401	128,411	
Other Supplies & Materials	17,527	12,700	8,600	
Object Total	46,516	87,061	168,476	-
4 Other Charges				
Local Mileage Reimbursement	-	2,400	23,755	
Postage	-	-	600	
Dues	-	1,975	-	
Training & Conferences	-	4,750	9,573	
Admission Fees	30	2,100	2,980	
Donations/Memorials	6,094	-	-	
Miscellaneous - Other Charges	191	76,950	81,700	
Object Total	6,315	88,175	118,608	-
TOTAL COMMUNITY SERVICES	\$ 68,713	\$ 883,769	\$1,104,322	\$ -





## COMMUNITY SERVICES

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

		PROPOSED <u>BUDGET</u>
SALARIES AND WAGES	Full-Time <u>Equivalent</u>	
Professional Positions - Restricted		
Judy Center Community Specialist	<u>4.00</u>	
Professional Positions - Restricted	4.00	310,301
Classified Positions - Restricted		
Clerk Accountant III	<u>1.00</u>	
Classified Positions - Restricted	1.00	43,411
Total Professional and Classified positions	5.00	353,712
Temporary Classified		
Salaries to classified employees for services rendered on an intermittent or short-term basis.	Restricted	6,700
Overtime Classified		
Overtime payments to non-exempt employees who provide custodial support and building security for community use of facilities.	Unrestricted	290,000
Non-Instructional Add-ons	Restricted	600
To comply with the add-on provision in the Master agreement.		
Instructional Assistant temporary	Restricted	59,459
Teacher hourly	Restricted	340,797
Longevity	Restricted	<u>5,000</u>
To comply with the longevity provision in the Master agreement.		
TOTAL SALARIES AND WAGES		1,056,268
CONTRACTED SERVICES		
Printing and Binding		
Payments to outside printing companies	Restricted	100
Rental of Motor Vehicles	Restricted	1,320
Other Contracted Services	Restricted	<u>49,550</u>
TOTAL CONTRACTED SERVICES		50,970

# COMMUNITY SERVICES

## PROPOSED BUDGET

### SUPPLIES AND MATERIALS

#### Clothing and Footwear

Children's Support Fund (#164)	Restricted		6,000
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#### Food

Hoyer Early Learning Center @ Elmer Wolfe (#023)	Restricted	5,200	
Hoyer Early Learning Center @ Robert Moton (#036)	Restricted	5,225	
Hoyer Early Learning Center @ Cranberry Station (063)	Restricted	8,515	
Hoyer Early Learning Center @ Taneytown (#187)	Restricted	<u>6,525</u>	25,465

#### General Supplies

Hoyer Early Learning Center @ Elmer Wolfe (#023)	Restricted	24,394	
Hoyer Early Learning Center @ Robert Moton (#036)	Restricted	23,738	
PDG B-5 Grant for Carroll County LECAC (#047)	Restricted	7,418	
Hoyer Early Learning Center @ Cranberry Station (063)	Restricted	30,013	
E-Smart Home Based Visiting Services (#115)	Restricted	4,000	
Hoyer Early Learning Center @ Taneytown (#187)	Restricted	<u>38,848</u>	128,411

#### Other Supplies & Materials

Hoyer Early Learning Center @ Elmer Wolfe (#023)	Restricted	1,800	
Hoyer Early Learning Center @ Robert Moton (#036)	Restricted	400	
Hoyer Early Learning Center @ Cranberry Station (063)	Restricted	800	
Judy Center Partnership Student Support Grant (#146)	Restricted	5,000	
Hoyer Early Learning Center @ Taneytown (#187)	Restricted	<u>600</u>	<u>8,600</u>

### TOTAL SUPPLIES AND MATERIALS

168,476

### OTHER CHARGES

#### Local Mileage Reimbursement

Hoyer Early Learning Center @ Elmer Wolfe (#023)	Restricted	7,820	
Hoyer Early Learning Center @ Robert Moton (#036)	Restricted	4,500	
Hoyer Early Learning Center @ Cranberry Station (063)	Restricted	4,800	
E-Smart Home Based Visiting Services (#115)	Restricted	3,000	
Hoyer Early Learning Center @ Taneytown (#187)	Restricted	<u>3,635</u>	23,755

#### Postage

E-Smart Home Based Visiting Services (#115)	Restricted		600
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#### Conferences & Trainings

Hoyer Early Learning Center @ Robert Moton (#036)	Restricted	2,770	
Hoyer Early Learning Center @ Cranberry Station (063)	Restricted	1,420	
E-Smart Home Based Visiting Services (#115)	Restricted	3,000	
Hoyer Early Learning Center @ Taneytown (#187)	Restricted	<u>2,383</u>	9,573

# COMMUNITY SERVICES

## PROPOSED BUDGET

Admission fees			
Hoyer Early Learning Center @ Robert Moton (#036)	Restricted	1,075	
Hoyer Early Learning Center @ Taneytown (#187)	Restricted	<u>1,905</u>	2,980
Miscellaneous: Other Charges			
Hoyer Early Learning Center @ Robert Moton (#036)	Restricted	1,000	
Hoyer Early Learning Center @ Cranberry Station (063)	Restricted	1,000	
E-Smart Home Based Visiting Services (#115)	Restricted	3,700	
Hoyer Early Learning Center @ Taneytown (#187)	Restricted	1,000	
Carryover Grants (#800)	Restricted	50,000	
New Grants (#805)	Restricted	<u>25,000</u>	<u>81,700</u>
TOTAL OTHER CHARGES			118,608
TOTAL COMMUNITY SERVICES			\$1,394,322



# 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 2019-20	Approved 2020-21	Proposed 2021-22	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
11 Capital Outlay							
1 Salaries	\$	733,289	\$	726,342	\$ 746,912	\$ 20,570	2.83%
2 Contracted Services		2,979		49,900	49,900	-	0.00%
3 Supplies/Materials		6,412		4,900	4,900	-	0.00%
4 Other Charges		5,573		9,520	9,520	-	0.00%
5 Land, Bldg, Equip Additional		10,694		-	-	-	0.00%
9 Transfers		-		3,500,000	-	(3,500,000)	100.00%
	\$	758,947	\$	4,290,662	\$ 811,232	\$ (3,479,430)	-81.09%
Restricted Fund Summary							
11 Capital Outlay							
2 Contracted Services	\$	-	\$	-	\$ -	\$ -	0.00%

## Category 11 - Capital Outlay

### Changes - FY 2022

#### Non-Restricted Budget Changes

1. FY 2021 one-time transfer to CIP Fun - Infrastructure Renewal	\$ (2,000,000)
2. FY 2021 one-time transfer to CIP Fun - Security Improvements	(1,000,000)
3. FY 2021 one-time transfer to CIP Fund - Technology Improvements	(500,000)
4. Various salary and wage changes including turnover	606
5. Implementing school-based strategic plan initiatives and collective bargaining agreements	<u>19,964</u>

<b>Total Non-Restricted Decrease - Category 11 - Capital Outlay</b>	<b>(3,479,430)</b>
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<b>Restricted Budget Net Change - Category 11 - Capital Outlay</b>	<b><u>-</u></b>
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<b>TOTAL DECREASE - Category 11 - Capital Outlay</b>	<b>\$ (3,479,430)</b>
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CARROLL COUNTY PUBLIC SCHOOLS  
PROPOSED BUDGET - UNRESTRICTED FUNDS  
CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
CAPITAL OUTLAY				
Positions				
1. Exempt	6.00	6.00	6.00	
2. Non-Exempt	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	
Total	8.00	8.00	8.00	-
1 Salaries and Wages				
Regular Classified	\$ 90,149	\$ 90,140	\$ 91,964	
Temporary Classified	34,817	13,000	13,000	
Classified Educational Add-Ons	300	300	300	
Longevity Classified	3,125	3,130	3,192	
Regular Professional	603,398	603,398	618,492	
Vacation Payoff	1,500	-	-	
Funds For Negotiated Agreements	<u>-</u>	<u>16,374</u>	<u>19,964</u>	
Object Total	733,289	726,342	746,912	-
2 Contracted Services				
Printing and Binding	-	1,500	1,500	
Consultants	2,979	36,000	36,000	
Other Contracted Services	<u>-</u>	<u>12,400</u>	<u>12,400</u>	
Object Total	2,979	49,900	49,900	-
3 Supplies and Materials				
Office Supplies	3,571	4,600	4,600	
Books & Periodicals	214	100	100	
Food	1,627	200	200	
Printer Supplies	852	-	-	
Other Supplies & Materials	<u>148</u>	<u>-</u>	<u>-</u>	
Object Total	6,412	4,900	4,900	-
4 Other Charges				
Local Mileage Reimbursement	2,907	5,420	5,420	
License Fees	-	2,000	2,000	
Dues	214	1,100	1,100	
Subscriptions	1,339	-	-	
Conferences & Trainings	-	1,000	1,000	
Miscellaneous - Other Charges	<u>1,113</u>	<u>-</u>	<u>-</u>	
Object Total	5,573	9,520	9,520	-
5 Equipment Additional				
Office Machines	<u>10,694</u>	<u>-</u>	<u>-</u>	
Object Total	10,694	-	-	-
9 Transfers				
Interfund transfers	<u>-</u>	<u>3,500,000</u>	<u>-</u>	
Object Total	-	3,500,000	-	-
TOTAL CAPITAL OUTLAY	\$ 758,947	\$4,290,662	\$ 811,232	\$ -





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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
CAPITAL OUTLAY				
2 Contracted Services				
Other Contracted Services	\$ -	\$ -	\$ -	
Object Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
 TOTAL CAPITAL OUTLAY	 \$ -	 \$ -	 \$ -	 \$ -



## 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.

### PROPOSED BUDGET

SALARIES AND WAGES	Full-Time		
Professional Positions	<u>Equivalent</u>		
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	618,492	
Classified Positions			
Director's Secretary	1.00		
Secretary III - 12 Month	<u>1.00</u>		
Total Classified Positions	2.00	<u>91,964</u>	
Total Professional and Classified Positions	8.00		710,456
Other Salaries and Wages			
Temporary Classified			13,000
Classified Longevity			3,192
Classified Educational Add-Ons			300
Funds For Negotiated Agreements			<u>19,964</u>
TOTAL SALARIES AND WAGES			746,912
CONTRACTED SERVICES			
Printing and Binding			
To fund forms for School Facilities.			1,500
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.			36,000
Other Contracted Services			<u>12,400</u>
TOTAL CONTRACTED SERVICES			49,900

CAPITAL OUTLAY		PROPOSED <u>BUDGET</u>
SUPPLIES AND MATERIALS		
Office Supplies		
Paper, forms, stationery and general supplies to be used by the Capital Outlay staff.		4,600
Books and Periodicals		
Purchase of books and periodicals for use within Capital Outlay.		100
Food		
Payments for food purchased in connection with meetings held by Capital Outlay.		<u>200</u>
TOTAL SUPPLIES AND MATERIALS		4,900
OTHER CHARGES		
Local Mileage Reimbursement		
To reimburse personnel for fulfilling assigned duties.		5,420
License Fees		2,000
Dues		
Payments for participation in professional organizations.		1,100
Conferences & Trainings		
Costs of attending conferences, meetings, in-services, training and other professional development.		<u>1,000</u>
TOTAL OTHER CHARGES		9,520
TOTAL CAPITAL OUTLAY		\$811,232

# 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 2019-20	Approved 2020-21	Proposed 2021-22	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
12 Mid-Level Administration					
1 Salaries	\$ 22,722,268	\$ 23,321,166	\$ 23,941,904	\$ 620,738	2.66%
2 Contracted Services	246,537	278,896	281,095	2,199	0.79%
3 Supplies/Materials	390,714	361,936	359,361	(2,575)	-0.71%
4 Other Charges	452,722	540,730	480,160	(60,570)	-11.20%
5 Land, Bldg, Equip Additional	20,194	-	-	-	0.00%
6 Land, Bldg, Equip Replacement	7,669	-	-	-	0.00%
	\$ 23,840,104	\$ 24,502,728	\$ 25,062,520	\$ 559,792	2.28%
Restricted Fund Summary					
12 Mid-Level Administration					
1 Salaries	\$ 287,058	\$ 89,569	\$ 96,307	\$ 6,738	7.52%
2 Contracted Services	1,571	-	-	-	0.00%
3 Supplies/Materials	1,005	1,490	1,490	-	0.00%
4 Other Charges	30,230	164,200	164,200	-	0.00%
	\$ 319,864	\$ 255,259	\$ 261,997	\$ 6,738	2.64%

## Category 12 - Mid-Level Administration

### Changes - FY 2022

#### Non-Restricted Budget Changes

1. Decrease in license fees	\$ (75,000)
2. Various salary and wage changes including turnover	(13,685)
3. Decrease in office supplies and various other supplies and materials	(2,575)
4. Net increase in rental of business machines and various other contracted services	(2,199)
5. Net increase in subscriptions, postage, and various other charges	14,430
6. Implementing school-based strategic plan initiatives and collective bargaining agreements	<u>638,821</u>
<b>Total Non-Restricted Increase - Category 12 - Mid-Level Administration</b>	<b>559,792</b>

<b>Restricted Budget Net Increase - Category 12 - Mid-Level Administration</b>	<b><u>6,738</u></b>
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<b>TOTAL INCREASE - Category 12 - Mid-Level Administration</b>	<b>\$ 566,530</b>
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CARROLL COUNTY PUBLIC SCHOOLS  
PROPOSED BUDGET - UNRESTRICTED FUNDS  
CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
MID-LEVEL ADMINISTRATION				
Positions				
1. Exempt	144.70	145.70	145.70	
2. Non-Exempt	154.10	153.10	152.10	
Total Positions	<u>298.80</u>	<u>298.80</u>	<u>297.80</u>	<u>-</u>
1 Salaries and Wages				
Regular Classified	\$ 5,873,618	\$ 5,973,342	\$ 6,079,883	
Temporary Classified	49,312	116,280	116,280	
Overtime Classified	2,528	2,278	1,578	
Longevity Classified	21,853	21,886	22,321	
Classified Educational Add-Ons	23,061	22,250	22,580	
Vacation Payoff	288,686	260,000	260,000	
Regular Educational	-	83,802	-	
Regular Professional	16,133,468	16,312,643	16,654,167	
Temporary Professional	253,319	222,881	315,881	
Professional Educational Add-Ons	51,264	51,120	51,332	
Student Service Coordinators	6,449	6,540	-	
Substitute Employees	13,389	1,530	1,530	
Retirement Incentive	2,180	-	-	
Insurance Opt-Out	3,141	3,751	2,531	
Funds For Negotiated Agreements	-	467,863	638,821	
Hiring Turnover (F.T.E.)	-	(225,000)	(225,000)	
Object Total	<u>22,722,268</u>	<u>23,321,166</u>	<u>23,941,904</u>	<u>-</u>
2 Contracted Services				
Maintenance & Repair of Equipment	61,230	82,000	82,000	
Printing & Binding	42,941	55,100	55,525	
Rental of Business Machines	91,961	97,311	100,054	
Consultants	5,200	5,000	5,000	
Other Contracted Services	45,205	39,485	38,516	
Object Total	<u>246,537</u>	<u>278,896</u>	<u>281,095</u>	<u>-</u>
3 Supplies and Materials				
Office Supplies	99,846	127,239	124,384	
Books & Periodicals	5,341	6,725	5,905	
Food	8,820	18,600	18,300	
Library Media	3,458	3,000	3,000	
General Supplies	3,386	7,572	7,072	
Computer Equipment < \$5,000	237,484	195,000	195,000	
Sensitive Items Non-I.T.	6,181	500	300	
Printer Supplies	18,292	1,000	3,200	
Printers - Replacement	2,954	-	-	
Other Supplies & Materials	4,952	2,300	2,200	
Object Total	<u>390,714</u>	<u>361,936</u>	<u>359,361</u>	<u>-</u>

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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
MID-LEVEL ADMINISTRATION - continued				
4 Other Charges				
Local Mileage Reimbursement	53,812	106,720	99,920	
License Fees	99,447	85,000	10,000	
Communications	158,165	160,480	160,480	
Postage	70,740	57,800	61,450	
Dues	20,454	39,405	38,185	
Subscriptions	3,403	3,575	22,575	
Employee Retirement & Recognition	9,707	6,000	6,000	
Conferences & Trainings	33,269	75,600	75,800	
Admissions/Entrance Fees	1,193	1,600	1,200	
Miscellaneous - Other Charges	2,532	4,550	4,550	
Object Total	<u>452,722</u>	<u>540,730</u>	<u>480,160</u>	<u>-</u>
5 Equipment Additional				
Data Processing Equipment	<u>20,194</u>	<u>-</u>	<u>-</u>	<u>-</u>
Object Total	<u>20,194</u>	<u>-</u>	<u>-</u>	<u>-</u>
6 Equipment New				
Data Processing Equipment	<u>7,669</u>	<u>-</u>	<u>-</u>	<u>-</u>
Object Total	<u>7,669</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL MID-LEVEL ADMINISTRATION	\$ 23,840,104	\$ 24,502,728	\$ 25,062,520	\$ -



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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
MID-LEVEL ADMINISTRATION				
Positions				
1. Exempt	2.30	1.60	1.30	
2. Non-Exempt	-	-	0.50	
Total Positions	<u>2.30</u>	<u>1.60</u>	<u>1.80</u>	<u>-</u>
1 Salaries and Wages				
Regular Classified	\$ 42,554	\$ -	\$ -	
Temporary Classified	23	-	-	
Classified Educational Add-Ons	600	-	-	
Regular Professional	189,583	89,569	90,507	
Temporary Professional	47,840	-	1,000	
Temporary Educational	4,782	-	-	
Substitute Employees	<u>1,676</u>	<u>-</u>	<u>4,800</u>	
Object Total	287,058	89,569	96,307	-
2 Contracted Services				
Printing & Binding	46	-	-	
Rental Equip/Machinery	<u>1,525</u>	<u>-</u>	<u>-</u>	
Object Total	1,571	-	-	-
3 Supplies and Materials				
Office Supplies	451	-	-	
Food	142	490	490	
Other Supplies & Materials	<u>412</u>	<u>1,000</u>	<u>1,000</u>	
Object Total	1,005	1,490	1,490	-
4 Other Charges				
Local Mileage Reimbursement	769	-	-	
Dues	590	500	500	
Subscriptions	449	-	-	
Conferences & Trainings	28,422	3,700	3,700	
Miscellaneous - Other Charges	<u>-</u>	<u>160,000</u>	<u>160,000</u>	
Object Total	30,230	164,200	164,200	-
 TOTAL MID-LEVEL ADMINISTRATION	 \$ 319,864	 \$ 255,259	 \$ 261,997	 \$ -



MID-LEVEL ADMINISTRATION

SALARIES AND WAGES	Full-Time <u>Equivalent</u>	PROPOSED <u>BUDGET</u>
Professional Positions - Unrestricted		
Office of the Principal		
Assistant Principal - AEP	1.00	
Assistant Principal - Elementary Schools	24.00	
Assistant Principal - Middle Schools	11.00	
Assistant Principal - High Schools	17.00	
Coordinator - Facility Use/Activities/Athletics	7.00	
Principal - Elementary	22.00	
Principal - Gateway	1.00	
Principal - Middle	8.00	
Principal - High	7.00	
Principal - Outdoor School	<u>1.00</u>	
	99.00	
Office of the Principal - Career & Technology Programs		
Assistant Principal - Career & Technology Center	1.00	
Principal - Career & Technology Center	<u>1.00</u>	
	2.00	
Administration & Supervision		
Assistant Supervisor - Fine Arts	1.00	
Assistant Supervisor - Health Education	1.00	
Assistant Supervisor - World Languages	1.00	
Chief of Academics, Equity, and Accountability	1.00	
Chief of Schools	1.00	
Content Supervisor - Fine Arts	1.00	
Content Supervisor - Health & Physical Education	1.00	
Content Supervisor - Secondary English / Language Arts	1.00	
Content Supervisor - Secondary Mathematics	1.00	
Content Supervisor - Secondary Science	1.00	
Content Supervisor - Secondary Social Studies	1.00	
Coordinator - Interpreter & Translator Program	1.00	
Coordinator - Local Accountability	1.00	
Coordinator - Secondary Language Arts	1.00	
Coordinator - Secondary Mathematics	1.00	
Coordinator - Secondary Science	1.00	
Coordinator - Social Studies	1.00	
Coordinator - STEM	1.00	
Coordinator - Teacher Induction Programs	1.00	
Coordinator - Technology	2.00	
Director - Curriculum & Instructional Resources	1.00	
Director - Elementary Schools	1.00	
Director - High Schools	1.00	
Director - Middle Schools	1.00	
Director - Virtual Learning	1.00	
Equity and Inclusion Officer	1.00	
Supervisor - Advanced Academics	1.00	
Supervisor - Athletics	1.00	
Supervisor - Elementary Education	4.00	
Supervisor - English Speakers of Other Languages (ESOL)	1.00	
Supervisor - School Counselors	1.00	
Supervisor - Student Services & Special Programs	1.00	
Supervisor - Teacher & Leadership Development	1.00	
Supervisor - Title I / School Performance	1.00	
Coordinator of Professional Learning & Local Analytics	0.70	
Teacher Specialist - Health Educ & Substance Abuse Prevention	<u>1.00</u>	
	39.70	

MID-LEVEL ADMINISTRATION		PROPOSED
	Full-Time <u>Equivalent</u>	<u>BUDGET</u>
Administration & Supervision - Career & Technology Programs		
Assistant Supervisor - Career & Technology Education	1.00	
Coordinator - Career Development	1.00	
Supervisor - Career & Technology Education	<u>1.00</u>	
	3.00	
Administration & Supervision - Media Support		
Supervisor - Media & Technology	1.00	
Video Production Manager	<u>1.00</u>	
	2.00	
Total Professional Positions - Unrestricted	145.70	16,654,167
Professional Position - Restricted		
Coordinator - Mental Health and Student Services	1.00	
Coordinator of Professional Learning & Local Analytics	<u>0.30</u>	
Total Professional Positions - Restricted	1.30	<u>90,507</u>
Total Professional Positions - Unrestricted & Restricted	147.00	16,744,674
Classified Positions - Unrestricted		
Office of the Principal		
Clerk II - 10 Month	13.50	
Clerk II - 12 Month	72.60	
Data Clerk II - 10 Month	7.00	
Data Clerk II - 12 Month	3.00	
Registrar II - 12 Month	5.00	
School Secretary IV - 12 Month	<u>37.00</u>	
	138.10	
Office of the Principal - Career & Technology Programs		
Clerk II - 12 Month	2.00	
School Secretary IV - 12 Month	<u>1.00</u>	
	3.00	
Administration & Supervision		
Cabinet Secretary	1.00	
Director's Secretary	3.00	
Secretary III - 12 Month	4.00	
Secretary IV - 12 Month	<u>1.00</u>	
	9.00	
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	152.10	6,079,883
Classified Positions - Restricted		
Secretary IV - 12 Month	<u>0.50</u>	
Total Classified Positions - Restricted	0.50	
Total Professional, Educational, and Classified Positions	299.60	22,824,557

MID-LEVEL ADMINISTRATION

PROPOSED  
BUDGET

Temporary Classified

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

Office of the Principal			
a. Schools	Unrestricted	12,000	
b. Director of High Schools	Unrestricted	11,480	
c. Director of Middle Schools	Unrestricted	4,812	
d. Middle School - Temporary Clerical (#356)	Unrestricted	<u>34,755</u>	
		63,047	
Administration & Supervision			
a. Director of Elementary Schools	Unrestricted	5,955	
Administration & Supervision - Media Support			
a. Communications Office	Unrestricted	45,278	
b. Media Centers	Unrestricted	<u>2,000</u>	
		47,278	
Total Temporary Classified			116,280
Vacation Payoff			
Office of the Principal	Unrestricted		260,000

Temporary Professional

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

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

Office of the Principal			
a. Student Support Center (#081)	Unrestricted	19,113	
Administration & Supervision			
a. Curriculum	Restricted	1,000	
b. Curriculum	Unrestricted	235,000	
c. Academics, Equity, and Accountability	Unrestricted	30,000	
d. Advanced Academics (#055)	Unrestricted	<u>20,000</u>	
		286,000	
Administration & Supervision - Career & Technology Programs			
a. Perkins Title I-C: Program Improvement (#029)	Unrestricted	6,268	
Administration & Supervision - Media Support			
a. Media Centers	Unrestricted	5,500	
Total Temporary Professional			316,881

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	49,200	
Office of the Principal - Outdoor School (#016)	Unrestricted	480	
Office of the Principal - Career & Technology Programs (#029)	Unrestricted	480	
Administration & Supervision - Academics, Equity, and Acctnbly	Unrestricted	480	
Administration & Supervision - Ment Hlth Coord Grant (#002)	Unrestricted	212	
Administration & Supervision - VirtualLearning (#057)	Unrestricted	<u>480</u>	
			51,332

# MID-LEVEL ADMINISTRATION

## PROPOSED BUDGET

### Classified Educational Add-Ons

To comply with the add-on provision in the Master Agreement between the Board of Education and non-exempt employees. Includes payments to individuals with B.S., A.A. and Secretarial College certificates.

a.	Office of the Principal	Unrestricted	20,980	
b.	Office of the Principal - Career & Tech Programs (#029)	Unrestricted	200	
c.	Administration & Supervision	Unrestricted	<u>1,400</u>	22,580

### 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	12,768	
b.	Director of Elementary Schools	Unrestricted	1,596	
c.	Curriculum	Unrestricted	6,384	
d.	Academics, Equity, and Accountability	Unrestricted	<u>1,573</u>	22,321

### Overtime Classified

Salaries paid to non-exempt employees for working more than scheduled work hours  
Administration & Supervision 1,578

### Substitute Employees

Administration & Supervision				
a.	Office of the Principal - Schools	Unrestricted	1,530	
b.	Administration & Supervision (#049)	Restricted	<u>4,800</u>	6,330

### Insurance Opt-Out

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

a.	Office of the Principal - Schools	Unrestricted	1,220	
b.	Administration & Supervision - Curriculum	Unrestricted	<u>1,311</u>	2,531

Funds For Negotiated Agreements 638,821

### Hiring Turnover (F.T.E.)

Amount reflects anticipated turnover of mid-level positions. (225,000)

TOTAL SALARIES AND WAGES 24,038,211

MID-LEVEL ADMINISTRATION

PROPOSED  
BUDGET

CONTRACTED SERVICES

Maintenance & Repair of Equipment

Office of Principal

a. Technology Services	Unrestricted		82,000
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Printing and Binding

Printing of special brochures, forms, letterhead and flyers.

Office of Principal

a. Schools	Unrestricted	18,175	
b. Director of High Schools	Unrestricted	2,250	
c. Director of Elementary Schools	Unrestricted	5,000	
d. Technology Services	Unrestricted	<u>12,000</u>	
		37,425	

Administration & Supervision

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

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

Administration & Supervision - Career & Technology

Printing of special brochures, forms, letterhead and flyers.

a. Perkins Title I-C: Program Improvement (#029)	Unrestricted	100	
			55,525

Rental of Business Machines

Payments on lease purchase agreements for business machines

Office of Principal

a. Schools	Unrestricted	91,054	
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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. Academics, Equity, and Accountability	Unrestricted	<u>3,100</u>	
		9,000	

100,054

Consultants

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

Administration & Supervision

a. Staff Development	Unrestricted		5,000
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Other Contracted Services

Office of Principal

a. Gateway	Unrestricted	275	
b. Technology Services	Unrestricted	<u>20,000</u>	
		20,275	

Administration & Supervision

a. Communications Office	Unrestricted	600	
b. Chief of Schools	Unrestricted	3,000	
c. Curriculum	Unrestricted	500	
d. Staff Development	Unrestricted	600	
e. Business Partnerships (#143)	Unrestricted	<u>3,000</u>	
		7,700	

Administration & Supervision - Media Support

a. Communications Office	Unrestricted	10,541	
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38,516

TOTAL CONTRACTED SERVICES

281,095

MID-LEVEL ADMINISTRATION

PROPOSED  
BUDGET

SUPPLIES AND MATERIALS

Office Supplies

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

Office of the Principal

a. Schools	Unrestricted	76,155
b. Gateway School	Unrestricted	1,865
c. Student Support Center (#081)	Unrestricted	<u>440</u>
		78,460

Office of the Principal - Career & technology Programs

a. Perkins Title I-C: Program Improvements (#029)	Unrestricted	<u>1,700</u>
		1,700

Administration & Supervision

a. System wide	Unrestricted	32,767
b. CCSGA (Student Government) / Student Leadership (#098)	Unrestricted	180
c. Business Partnerships (#143)	Unrestricted	600
d. Interpretation & Translation Services (#237)	Unrestricted	700
e. Limited English Proficient (#238)	Unrestricted	500
f. Multicultural Curriculum Development (#345)	Unrestricted	<u>1,000</u>
		35,747

Administration & Supervision - Career & Technology Programs

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

Administration & Supervision - Media Support

a. Communications Office	Unrestricted	6,577
b. Curriculum	Unrestricted	200
c. Media Centers	Unrestricted	<u>1,000</u>
		7,777

124,384

Books and Periodicals

Office of the Principal

a. Schools	Unrestricted	2,100
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Administration & Supervision

a. System wide	Unrestricted	3,255
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Administration & Supervision - Career & Technology Programs

a. Perkins Title I-C: Program Improvements (#029)	Unrestricted	300
b. Career Technology Education - Match (#429)	Unrestricted	<u>250</u>
		550

5,905

Food

Office of the Principal

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

Administration & Supervision

Curriculum Council and opening in-service

a. History Day Grant (#176)	Restricted	490
b. System wide	Unrestricted	13,700
c. Business Partnerships (#143)	Unrestricted	600
d. Multicultural Curriculum Development (#345)	Unrestricted	<u>1,000</u>
		15,790



MID-LEVEL ADMINISTRATION

PROPOSED  
BUDGET

Administration & Supervision - Career & Technology Programs			
a.	Perkins Title I-C: Program Improvements (#029)	Unrestricted	400
b.	Career Technology Education - Match (#429)	Unrestricted	<u>100</u>
			500
Administration & Supervision - Media Support			
a.	Communications Office	Unrestricted	300
b.	Curriculum	Unrestricted	100
c.	Media Centers	Unrestricted	<u>100</u>
			500
			18,790
Library Media			
To replace/supplement the current library books used by the Resource Center			
Administration & Supervision - Media Support			
a.	Media Centers	Unrestricted	3,000
General Supplies			
Administration & Supervision			
a.	Technology Services	Unrestricted	1,422
b.	Chief of Schools	Unrestricted	900
c.	Business Partnerships (#143)	Unrestricted	1,000
d.	Multicultural Curriculum Development (#345)	Unrestricted	<u>750</u>
			4,072
Administration & Supervision - Media Support			
a.	Media Centers	Unrestricted	<u>3,000</u>
			3,000
			7,072
Computer Equipment < \$5,000			
Administration & Supervision			
a.	Technology Services	Unrestricted	195,000
Sensitive Items, Non-I.T.			
Office of the Principal			
a.	Elementary School	Unrestricted	300
Printer Supplies			
Office of the Principal			
a.	Schools	Unrestricted	3,000
Administration & Supervision			
a.	Academics, Equity, and Accountability	Unrestricted	200
			3,200
Other Supplies & Materials			
Miscellaneous needs and other program expenses			
Office of the Principal			
a.	Project ACES Awards (#091)	Restricted	1,000
b.	Schools	Unrestricted	400
c.	Gateway School	Unrestricted	<u>1,700</u>
			3,100
Administration & Supervision - Media Support			
a.	Media Centers	Unrestricted	100
			<u>3,200</u>
TOTAL SUPPLIES AND MATERIALS			360,851
OTHER CHARGES			
Local Mileage Reimbursement			
Reimbursement to employees in order to carry out their assigned duties.			
Office of the Principal			
a.	Schools	Unrestricted	34,125
b.	Gateway School	Unrestricted	600
c.	Outdoor School (#016)	Unrestricted	<u>1,495</u>
			36,220

MID-LEVEL ADMINISTRATION

PROPOSED  
BUDGET

Office of the Principal - Career & Technology Programs			
a.	Perkins Title I I-C: Program Improvement (#029)		500
Administration & Supervision			
a.	System wide	Unrestricted	51,100
b.	Business Partnerships (#143)	Unrestricted	1,000
c.	Interpretation & Translation Services (#237)	Unrestricted	700
d.	Limited English Proficient (#238)	Unrestricted	1,500
e.	Multicultural Curriculum Development (#345)	Unrestricted	<u>1,500</u>
			55,800
Administration & Supervision - Career & Technology Programs			
a.	Perkins Title I I-C: Program Improvement (#029)	Unrestricted	4,000
Administration & Supervision - Media Support			
a.	Communications Office	Unrestricted	2,000
b.	Media Centers	Unrestricted	<u>1,400</u>
			3,400
			99,920
License Fees			
Office of the Principal			
a.	Technology Services	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			
a.	Technology Services	Unrestricted	160,000
Administration & Supervision			
a.	Staff Development	Unrestricted	<u>480</u>
			160,480
Postage			
Office of the Principal			
a.	Schools	Unrestricted	57,400
b.	Gateway School	Unrestricted	1,000
c.	Outdoor School (#016)	Unrestricted	<u>50</u>
			58,450
Office of the Principal - Career & Technology Programs			
a.	Perkins Title I-C: Program Improvement (#029)	Unrestricted	3,000
			61,450
Dues and Subscriptions			
Payment for membership in professional organizations and for professional publications			
Office of the Principal			
a.	Schools	Unrestricted	17,985
b.	Gateway School	Unrestricted	1,250
c.	Outdoor School (#016)	Unrestricted	530
d.	A & S Professional Development (#019)	Unrestricted	<u>10,300</u>
			30,065
Administration & Supervision			
a.	Fine Arts Initiatives (#305)	Restricted	500
b.	System wide	Unrestricted	24,905
c.	A&S Professional Development (#019)	Unrestricted	3,200
d.	Business Partnerships (#143)	Unrestricted	400
e.	Multicultural Curriculum Development (#345)	Unrestricted	<u>350</u>
			29,355
Administration & Supervision - Career & Tech Programs (#029)			
		Unrestricted	350

MID-LEVEL ADMINISTRATION

PROPOSED  
BUDGET

Administration & Supervision - Media Support

a. Communications Office	Unrestricted	400	
b. Media Centers	Unrestricted	<u>1,090</u>	
		1,490	61,260

Employee Retirement & Recognition

Administration & Supervision

a. Communications Office	Unrestricted		6,000
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Conferences & Trainings

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

Office of the Principal

a. Schools	Unrestricted	7,750	
b. Gateway School	Unrestricted	1,200	
c. Outdoor School (#016)	Unrestricted	1,000	
d. A & S Professional Development (#019)	Unrestricted	<u>25,750</u>	
		35,700	

Office of the Principal - Career & Technology Programs

a. Perkins Title I-C: Program Improvement (#029)	Unrestricted	2,000	
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Administration & Supervision

a. Fine Arts Initiative (#305)	Restricted	3,700	
b. Chief of Schools	Unrestricted	1,000	
c. Director of High Schools	Unrestricted	1,000	
d. Director of Middle Schools	Unrestricted	300	
e. Director of Elementary Schools	Unrestricted	1,200	
f. Student Body Activities	Unrestricted	1,500	
g. Student Services	Unrestricted	500	
h. Curriculum	Unrestricted	2,900	
i. Staff Development	Unrestricted	7,200	
j. Academics, Equity, and Accountability	Unrestricted	2,000	
k. A & S Professional Development (#019)	Unrestricted	8,000	
l. Business Partnerships (#143)	Unrestricted	3,000	
m. Interpretation & Translation Services (#237)	Unrestricted	1,000	
n. Limited English Proficient (#238)	Unrestricted	2,000	
o. Multicultural Curriculum Development (#345)	Unrestricted	<u>4,000</u>	
		39,300	

Administration & Supervision - Career & Technology Programs

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

Administration & Supervision - Media Support

a. Media Centers	Unrestricted	500	79,500
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Admissions/Entrance Fees

Administration & Supervision

a. Academics, Equity, and Accountability	Unrestricted	200	
b. Chief of Schools	Unrestricted	200	
c. CCSGA (Student Government) / Student Leadership (#098)	Unrestricted	400	
d. Business Partnerships (#143)	Unrestricted	<u>400</u>	
			1,200

Miscellaneous - Other Charges

Administration & Supervision

a. Carryover Grant Account (#800)	Restricted	90,000	
b. New Grants (#805)	Restricted	70,000	

# MID-LEVEL ADMINISTRATION

## PROPOSED BUDGET

Office of the Principal			
a. Schools	Unrestricted	2,000	
b. General Administration	Unrestricted	<u>2,550</u>	
			<u>164,550</u>
TOTAL OTHER CHARGES			644,360
TOTAL MID-LEVEL ADMINISTRATION			\$25,324,517

# 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 2019-20	Approved 2020-21	Proposed 2021-22	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
13 Special Education					
1 Salaries	\$ 28,323,852	\$ 31,282,995	\$ 29,930,142	\$ (1,352,853)	-4.32%
2 Contracted Services	2,178,137	3,067,760	2,327,320	(740,440)	-24.14%
3 Supplies/Materials	384,945	473,759	477,479	3,720	0.79%
4 Other Charges	238,785	119,650	125,000	5,350	4.47%
5 Land, Bldg, Equip Additional	9,300	-	-	-	0.00%
9 Transfers	3,690,133	3,294,000	3,294,000	-	0.00%
	\$ 34,825,152	\$ 38,238,164	\$ 36,153,941	\$ (2,084,223)	-5.45%
Restricted Fund Summary					
13 Special Education					
1 Salaries	\$ 5,779,631	\$ 5,276,873	\$ 5,271,030	\$ (5,843)	-0.11%
2 Contracted Services	312,314	916,259	749,425	(166,834)	-18.21%
3 Supplies/Materials	81,975	142,338	77,410	(64,928)	-45.62%
4 Other Charges	148,456	1,162,964	1,149,491	(13,473)	-1.16%
9 Transfers	3,370,230	4,000,000	4,000,000	-	0.00%
	\$ 9,692,606	\$ 11,498,434	\$ 11,247,356	\$ (251,078)	-2.18%

## Category 13 - Special Education

### Changes - FY 2022

#### Non-Restricted Budget Changes

1. Decrease for FY 2021 one-time compensatory services related to spring 2020 physical school closures (from Fund Balance)	\$ (2,545,834)
2. Various salary and wage changes including turnover	(105,705)
3. Decreases in temporary wages for home teachers	(75,000)
4. Decrease of 1.0 FTE Autism Coordinator - reclassified to Behavioral Support Specialist (category 02)	(62,034)
5. Decrease in rental of business machines and other contracted services	(8,440)
6. Net increase in various supplies and materials	3,720
7. Increase in local mileage reimbursement and various other charges	5,350
8. Implementing school-based strategic plan initiatives and collective bargaining agreements	<u>703,720</u>
<b>Total Non-Restricted Decrease - Category 13 - Special Education</b>	<b>(2,084,223)</b>

<b>Restricted Budget Net Decrease - Category 13 - Special Education</b>	<b><u>(251,078)</u></b>
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<b>TOTAL DECREASE - Category 13 - Special Education</b>	<b>\$ (2,335,301)</b>
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CARROLL COUNTY PUBLIC SCHOOLS  
PROPOSED BUDGET - UNRESTRICTED FUNDS  
CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
SPECIAL EDUCATION				
Positions				
1. Exempt	295.98	301.98	305.08	
2. Non-Exempt	<u>146.80</u>	<u>145.80</u>	<u>145.80</u>	
Total Positions	442.78	447.78	450.88	-
1 Salaries				
Classroom Assistants	\$ 3,561,178	\$ 3,653,067	\$ 3,785,568	
Clerks & Secretaries	168,779	170,909	174,323	
Temporary Classified	3,426,665	3,244,200	3,249,200	
Longevity Classified	12,499	12,519	12,768	
Classified Educational Add-Ons	35,719	36,180	36,030	
Classified Vacation Payoff	11,004	20,000	20,000	
Substitute Teachers	422,069	525,000	525,000	
Teachers	18,392,128	19,166,129	19,603,109	
Other Professionals	1,522,270	1,545,864	1,480,662	
Temporary Other Professionals	212,325	22,268	102,000	
Temporary Educational - Home Teachi	56,386	75,000	-	
Temporary Educational - Other	234,833	2,315,834	250,000	
Educational Add-Ons	24,500	25,940	25,940	
Team Leaders	138,840	138,840	135,720	
Department Chairman	28,080	28,080	28,080	
Student Service Coordinators	6,240	3,120	6,240	
Longevity Teacher	31,316	32,500	32,500	
Summer Work	26,818	26,818	26,612	
Insurance Opt-Out	8,738	8,890	7,670	
Retirement Incentive	3,465	-	-	
Funds For Negotiated Agreements	-	506,837	703,720	
Hiring Turnover (F.T.E.)	<u>-</u>	<u>(275,000)</u>	<u>(275,000)</u>	
Object Total	28,323,852	31,282,995	29,930,142	-
2 Contracted Services				
Maintenance & Repair of Equipment	-	500	-	
Printing & Binding	4,584	9,300	6,300	
Rental of Business Machines	21,601	34,960	29,520	
Legal Fees	113,382	100,000	100,000	
Other Contracted Services	<u>2,038,570</u>	<u>2,923,000</u>	<u>2,191,500</u>	
Object Total	2,178,137	3,067,760	2,327,320	-
3 Supplies and Materials				
Office Supplies	5,407	7,500	14,100	
Books & Periodicals	37	600	300	
Food	509	700	700	
Textbooks	-	1,000	500	
Library Media	2,750	4,000	4,000	
General Supplies	294,535	431,059	417,779	
Library Media Supplies	-	200	200	
Computer Equipment < \$ 5,000	39,188	17,000	27,000	
Sensitive Items Non-I.T.	3,083	6,500	6,500	
Printer Supplies	25,940	-	1,000	
Printers - Replacement	2,169	-	200	
Printers - Additional	376	-	-	
Other Supplies & Materials	<u>10,951</u>	<u>5,200</u>	<u>5,200</u>	
Object Total	384,945	473,759	477,479	-

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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
SPECIAL EDUCATION - continued				
4 Other Charges				
Local Mileage Reimbursement	45,113	45,950	49,950	
License Fees	25,233	27,000	27,000	
Postage	1,523	1,850	1,900	
Dues	150	900	900	
Subscriptions	1,905	200	200	
Conferences & Trainings	16,041	8,250	8,250	
Insurance - Life	2	-	-	
Insurance LTD	6	-	-	
Insurance - Medical	856	-	-	
Insurance - Dental	19	-	-	
Admissions/Entrance Fees	1,003	500	500	
Miscellaneous - Other Charges	146,934	35,000	36,300	
Object Total	<u>238,785</u>	<u>119,650</u>	<u>125,000</u>	<u>-</u>
5 Equipment Additional				
Classroom Furniture and Equipment	9,300	-	-	
Object Total	<u>9,300</u>	<u>-</u>	<u>-</u>	<u>-</u>
9 Transfers				
Other Transfers MD L.E.A.'s	-	44,000	44,000	
Other Out-Going Transfers	3,690,133	3,250,000	3,250,000	
Object Total	<u>3,690,133</u>	<u>3,294,000</u>	<u>3,294,000</u>	<u>-</u>
 TOTAL SPECIAL EDUCATION	 \$ 34,825,152	 \$ 38,238,164	 \$ 36,153,941	 \$ -



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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
SPECIAL EDUCATION				
Positions				
1. Exempt	40.20	40.20	40.00	
2. Non-Exempt	51.10	51.10	51.10	
Total Positions	<u>91.30</u>	<u>91.30</u>	<u>91.10</u>	<u>-</u>
1 Salaries				
Classroom Assistants	\$ 1,268,142	\$ 1,223,091	\$ 1,282,706	
Clerks & Secretaries	139,947	101,525	142,803	
Temporary Classified	1,508,457	683,567	694,550	
Classified Educational Add-Ons	15,715	15,060	15,360	
Substitute Employees	55,939	79,000	35,500	
Regular Educational	2,588,904	2,929,355	2,820,564	
Other Professionals	36,426	38,426	37,155	
Longevity Teacher	7,125	6,750	6,750	
Teacher Summer Work	6,825	6,825	9,782	
Team Leader	3,120	6,240	9,360	
Temporary Educational	149,031	187,034	216,500	
Object Total	<u>5,779,631</u>	<u>5,276,873</u>	<u>5,271,030</u>	<u>-</u>
2 Contracted Services				
Printing & Binding	3,837	2,000	2,000	
Rental of Business Machines	1,867	-	-	
Other Contracted Services	306,610	914,259	747,425	
Object Total	<u>312,314</u>	<u>916,259</u>	<u>749,425</u>	<u>-</u>
3 Supplies and Materials				
Food	1,000	-	-	
General Supplies	51,056	142,338	77,410	
Computer Equip. < \$5,000	25,708	-	-	
Sensitive Item Non - I.T.	820	-	-	
Printer Supplies	3,236	-	-	
Other Supplies & Materials	155	-	-	
Object Total	<u>81,975</u>	<u>142,338</u>	<u>77,410</u>	<u>-</u>
4 Other Charges				
Local Mileage Reimbursement	40,919	38,969	23,041	
Dues	20	-	-	
Subscriptions	115	-	-	
Conferences & Trainings	13,957	7,850	10,700	
Admissions/Entrance Fees	1,195	995	600	
Miscellaneous-Other Charges	92,250	1,115,150	1,115,150	
Object Total	<u>148,456</u>	<u>1,162,964</u>	<u>1,149,491</u>	<u>-</u>
9 Transfers				
Other Out-Going Transfers	3,370,230	4,000,000	4,000,000	
Object Total	<u>3,370,230</u>	<u>4,000,000</u>	<u>4,000,000</u>	<u>-</u>
TOTAL SPECIAL EDUCATION	\$ 9,692,606	\$ 11,498,434	\$ 11,247,356	\$ -



## 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		PROPOSED <u>BUDGET</u>
Existing Positions	Full-Time <u>Equivalent</u>	
Classified Positions		
Classroom Assistants - Restricted		
PRIDE Instructional Assistant	1.00	
Special Education Assistant	25.90	
Special Education Assistant - Autism	2.00	
Special Education Assistant - BEST	3.60	
Special Education Assistant - LFI	6.00	
Special Education Assistant - Vision Impaired	2.00	
Special Education Paraprofessional	6.00	
Special Education Paraprofessional - BEST	<u>1.00</u>	
	47.50	1,282,706
Classroom Assistants - Unrestricted		
PRIDE Instructional Assistant	1.00	
Special Education Assistant	95.30	
Special Education Assistant - Autism	11.00	
Special Education Assistant - BEST	11.00	
Special Education Assistant - LFI	16.00	
Special Education Assistant - Vision Impaired	1.00	
Special Education Paraprofessional	4.50	
Special Education Paraprofessional - LFI	1.00	
Special Education Paraprofessional - BEST	<u>1.00</u>	
	141.80	<u>3,785,568</u>
Total Classroom Assistants - Restricted and Non-Restricted	189.30	5,068,274
Clerical Positions - Restricted		
Clerk II - 12 Month	1.00	
Secretary III - 12 Month	<u>2.60</u>	
	3.60	142,803
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>174,323</u>
Total Existing Clerical - Restricted and Non-Restricted	7.60	<u>317,126</u>
Total Classified Positions - Restricted and Non-Restricted	196.90	5,385,400

SPECIAL EDUCATION

	Full-Time Equivalent	PROPOSED <u>BUDGET</u>
Professional Positions - Unrestricted		
Adapted Physical Education	11.18	
Administrative Coordinator	1.00	
Art	0.60	
Assistive Technology Consultant	1.00	
BEST Teacher	21.40	
Career Tech Support Services	1.00	
Certified Occupational Therapist Assistant	0.80	
Coordinator - Early Intervention Services	1.00	
Coordinator - Non Public	1.00	
Coordinator - Post Secondary Programs	1.00	
Director - Special Education	1.00	
Early Intervention Consultant	1.00	
Elementary Special Education Consultant	1.00	
General Music - Elementary/Middle	0.60	
Infants & Toddlers	2.00	
Interpreter	2.00	
Learning For Independence (LFI) Teacher	26.00	
Math Resource - Elementary	0.20	
Math Spec Educ Consultant	0.60	
Occupational Therapist	10.80	
Physical Therapist	4.80	
Pre-Kindergarten - Special Education Teacher	6.60	
Principal - Carroll Springs	1.00	
Reading Special Education Consultant	1.00	
Secondary Special Education Consultant	2.00	
Special Education Resource	131.00	
Special Education Resource - Autism	13.00	
Speech Pathologist	52.50	
Supervisor - Elementary Special Education	2.00	
Supervisor - Legal & Compliance	1.00	
Supervisor - Secondary Special Education	2.00	
Supervisor - Special Education Student Services	1.00	
Visually Impaired	<u>2.00</u>	
	305.08	21,083,771
Professional Positions - Restricted		
Adapted Physical Education	1.00	
Certified Occupational Therapist Assistant	0.80	
Consulting Teacher	1.00	
Grants Analyst	0.40	
Hearing Resource	1.00	
Infants & Toddlers	2.70	
Interpreter	1.00	
Learning For Independence (LFI) Teacher	2.00	
Math Spec Educ Consultant	0.40	
Parent Educator	1.00	
Physical Therapist Assistant	1.00	
Special Education Resource	11.90	
Special Education Resource - Autism	3.00	
Special Education Resource - Best	1.00	
Special Education Resource - Pre-Kindergarten	3.40	
Speech Pathologist	6.40	
Special Education Consulting Teacher	<u>2.00</u>	
	40.00	<u>2,857,719</u>
Total Professional Positions - Unrestricted & Restricted	345.08	<u>23,941,490</u>
Total Special Education Positions	541.98	29,326,890
Temporary Classified - 1:1 Assistants Hourly		
Salaries to non-exempt employees for services rendered on an intermittent or short term basis.		
a. Special Education	Unrestricted	41,000
b. Special Education Hourly Assistants 1:1 (#013)	Unrestricted	3,111,200
c. CPI Training (#058)	Unrestricted	15,000
d. Extended School Year Services for Disabled Students (#101)	Unrestricted	80,000
e. Home & Hospital (Level VII) (#113)	Unrestricted	<u>2,000</u>
		3,249,200

SPECIAL EDUCATION

			PROPOSED <u>BUDGET</u>
f. Special Education Supplemental (#001)	Restricted	600,000	
g. IDEA Part B - State Pass-through (#010)	Restricted	75,000	
h. IDEA Part B: AEP-LIR (#049)	Restricted	7,800	
i. Medicaid - Infants & Toddlers (#065)	Restricted	8,500	
j. IDEA Part B - Family Partnerships (#077)	Restricted	3,000	
k. IDEA Part B 619: Preschool Transition (#097)	Restricted	<u>250</u>	
		694,550	3,943,750
<b>Substitute Teachers</b>			
Wages paid to persons substituting for teachers on sick leave.			
a. System-wide	Unrestricted	475,000	
b. Special Education	Unrestricted	20,000	
c. CPI Training (#058)	Unrestricted	<u>30,000</u>	
		525,000	
d. IDEA Part B - State Pass-through (#010)	Restricted	30,000	
e. IDEA Part B: AEP-LIPG RK: Math Consulting Teacher (#049)	Restricted	<u>5,500</u>	
		35,500	560,500
<b>Home Teaching/Temporary Educational - Other</b>			
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	45,000	
b. CPI Training (#058)	Unrestricted	15,000	
c. Extended School Year Services for Disabled Students (#101)	Unrestricted	115,000	
d. Home & Hospital (Level VII) (#113)	Unrestricted	75,000	
e. Interpretation and Translation Services (#237)	Unrestricted	<u>102,000</u>	
		352,000	
f. IDEA Part B: AEP-LIPG RK: Math Consulting Teacher (#049)	Restricted	6,900	
g. Medicaid - Infants & Toddlers (#065)	Restricted	15,000	
h. IDEA Part B 611: TIES (#075)	Restricted	95,000	
i. IDEA Part B 619: Preschool Passthrough (#079)	Restricted	7,000	
j. IDEA Part B - Discretionary: SECAC (#180)	Restricted	600	
k. IDEA Part B 611: LIR - Secondary Transition (#240)	Restricted	50,000	
l. IDEA Part B - State Passthrough PPPSS (#310)	Restricted	<u>42,000</u>	
		216,500	568,500
<b>Professional Educational Add-Ons</b>			
Negotiated salary compensation for additional educational certificate.			
	Unrestricted		25,940
<b>Longevity Classified</b>			
To comply with the longevity provision in the Master Agreement between the Board of Education and non-exempt employees.			
	Unrestricted		12,768
<b>Team Leaders and Department Chairmen</b>			
Payments to Special Education Team Leaders and Department Chairmen			
	Unrestricted	163,800	
	Restricted	<u>9,360</u>	
			173,160
<b>Longevity Teachers</b>			
To comply with the longevity provision in the Master Agreement between the Board of Education and exempt employees.			
	Unrestricted	32,500	
	Restricted	<u>6,750</u>	
			39,250
<b>Student Service Coordinators</b>			
	Unrestricted		6,240
<b>Classified Educational Add-Ons</b>			
Negotiated salary compensation for education certification.			
	Unrestricted	36,030	
	Restricted	<u>15,360</u>	
			51,390
<b>Classified Vacation Payoff</b>			
	Unrestricted		20,000
<b>Summer Work</b>			
Negotiated salary compensation for summer work.			
	Unrestricted	26,612	
	Restricted	<u>9,782</u>	
			36,394

# SPECIAL EDUCATION

## PROPOSED BUDGET

Insurance Opt-Out			
Salary compensation for employees who opt-out of the insurance program.	Unrestricted	7,670	
Funds For Negotiated Agreements			703,720
Hiring Turnover (F.T.E.)			
Amounts anticipated to be developed through turnover.	Unrestricted	(275,000)	
TOTAL SALARIES AND WAGES			35,201,172
CONTRACTED SERVICES			
Printing and Binding			
Form costs for school Special Education programs, such as pre-printed I.E.P. forms			
a. Schools	Unrestricted	800	
b. Specialized School - Carroll Springs School	Unrestricted	500	
c. Special Education	Unrestricted	<u>5,000</u>	6,300
d. IDEA Part B - Family Partnerships (#077)	Restricted	1,400	
e. IDEA Part B - Discretionary: SECAC (#180)	Restricted	600	2,000
Business Machine Rental			
Payments on lease purchase agreements for business machines.			
a. Schools	Unrestricted	9,020	
b. Specialized School - Carroll Springs School	Unrestricted	6,500	
c. Special Education	Unrestricted	<u>14,000</u>	29,520
Legal Fees			
a. General Administration	Unrestricted		100,000
Other Contracted Services			
a. Specialized School - Carroll Springs School	Unrestricted	1,000	
b. Payments to other counties who provide Home & Hospital Teaching to hospitalized Carroll County Public School students. (#113)	Unrestricted	122,000	
c. To offset projected expenditures regarding Public School instruction programs within Special Education.	Unrestricted	<u>2,068,500</u>	
		2,191,500	
d. Special Education Supplemental (#001)	Restricted	562,902	
e. Medicaid (Medical Assistance) (#007)	Restricted	115,000	
f. Medicaid - Infants & Toddlers (#065)	Restricted	20,000	
g. IDEA Part B 619: Preschool Transition (#097)	Restricted	2,309	
h. IDEA Part B 611: LIR - Secondary Transition (#240)	Restricted	<u>47,214</u>	
		747,425	2,938,925
TOTAL CONTRACTED SERVICES			3,076,745
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	Unrestricted	100	
b. Specialized School - Carroll Springs School	Unrestricted	7,000	
c. Special Education	Unrestricted	<u>7,000</u>	14,100

# SPECIAL EDUCATION

## PROPOSED BUDGET

### Books and Periodicals

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

a. Specialized School - Carroll Springs School	Unrestricted	300
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### Food

a. Specialized School - Carroll Springs School	Unrestricted	700
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### Textbooks

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

a. Specialized School - Carroll Springs School	Unrestricted	500
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### Library Media

a. Specialized School - Carroll Springs School	Unrestricted	4,000
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### General Supplies

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

a. IDEA Part B: AEP-LIPG RK: Math Consulting Teacher (#049)	Restricted	600
b. Medicaid - Infants & Toddlers (#065)	Restricted	20,000
c. IDEA Part B 611: TIES (#075)	Restricted	22,000
d. IDEA Part B - Local Priority Flexibility (#077)	Restricted	11,250
e. IDEA Part B (619) - Infants & Toddlers (#097)	Restricted	2,974
f. IDEA Part B - Discretionary: SECAC (#180)	Restricted	1,250
g. IDEA Part B 611: LIR - Secondary Transition (#240)	Restricted	13,636
h. IDEA Part B - State Passthrough PPPSS (#310)	Restricted	<u>5,700</u>
		77,410

i. Schools	Unrestricted	165,019
j. Specialized School - Carroll Springs School	Unrestricted	46,900
k. Gateway	Unrestricted	2,200
l. Special Education	Unrestricted	185,210
m. Special Education Autism Program (#012)	Unrestricted	5,000
n. BEST Program (#114)	Unrestricted	6,950
o. PRIDE - Elementary (#118)	Unrestricted	<u>6,500</u>
		417,779

495,189

### Library Media Supplies

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

a. Special Education	Unrestricted	25,000
b. Specialized School - Carroll Springs School	Unrestricted	<u>2,000</u>
		27,000

### Sensitive Items - Non-I.T.

a. Special Education	Unrestricted	5,000
b. Specialized School - Carroll Springs School	Unrestricted	<u>1,500</u>
		6,500

### Printer Supplies

a. Schools	Unrestricted	1,000
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### Printers - Replacement

a. Schools	Unrestricted	200
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### Other Supplies & Materials

a. Gateway	Unrestricted	200
b. CPI Training (#058)	Unrestricted	<u>5,000</u>
		<u>5,200</u>

### TOTAL SUPPLIES AND MATERIALS

554,889

# SPECIAL EDUCATION

## PROPOSED BUDGET

### OTHER CHARGES

#### Local Mileage Reimbursement

Reimbursement to employees in order to carry out assigned duties. It includes itinerant staff, school based personnel and home & hospital students.

a. Medicaid - Infants & Toddlers (#065)	Restricted	20,000
b. IDEA Part B - Local Priority Flexibility (#077)	Restricted	800
c. IDEA Part B (619) - Infants & Toddlers (#097)	Restricted	1,441
d. IDEA Part B - State Passthrough PPPSS (#310)	Restricted	<u>800</u>
		23,041
e. Schools	Unrestricted	100
f. Special Education	Unrestricted	46,000
g. Gateway	Unrestricted	250
h. Home & Hospital Teaching (#113)	Unrestricted	3,000
i. BEST Program (#114)	Unrestricted	100
j. Interpretation and Translation Services (#237)	Unrestricted	<u>500</u>
		49,950

72,991

#### License Fees

- a. Technology Services

27,000

#### Postage

Postage expenses for schools and school projects.

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

1,900

#### Dues

Membership in professional organizations.

a. A & S Professional Development (#019)	Unrestricted
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900

#### Subscriptions

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

a. Specialized School - Carroll Springs School	Unrestricted
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200

#### Conferences & Trainings

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

a. IDEA Part B - State Passthrough (#010)	Restricted	8,000
b. IDEA Part B - Local Priority Flexibility (#077)	Restricted	700
c. IDEA Part B - NASOSE (#178)	Restricted	<u>2,000</u>
		10,700
d. Specialized School - Carroll Springs School	Unrestricted	6,000
e. A & S Professional Development (#019)	Unrestricted	<u>2,250</u>
		8,250

18,950

#### Admission Fees

To cover admission fees for special education students.

a. IDEA Part B - Local Priority Flexibility (#077)	Restricted	600
b. Schools	Unrestricted	<u>500</u>

1,100



# SPECIAL EDUCATION

			PROPOSED BUDGET
Miscellaneous - Other Charges			
a. Medicaid (3-21) (#007)	Restricted	90,000	
b. Medicaid - Infants & Toddlers (#065)	Restricted	150	
c. Various Grant Carryovers (#800)	Restricted	750,000	
d. New Grants (#805)	Restricted	275,000	
e. Special Education	Unrestricted	25,000	
f. General Administration	Unrestricted	<u>11,300</u>	
			<u>1,151,450</u>
TOTAL OTHER CHARGES			1,274,491
TRANSFERS			
Other Transfers MD L.E.A.'s			
Payments to other Sate Public School Systems	Unrestricted		44,000
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 (#014).	Unrestricted	3,250,000	
Special Education Supplemental Grant (#001)	Restricted	3,500,000	
	Restricted	<u>500,000</u>	
			<u>7,250,000</u>
TOTAL TRANSFERS			7,294,000
TOTAL SPECIAL EDUCATION			\$47,401,297



# 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.

				\$ (Decrease)	% (Decrease)
Unrestricted Fund Summary	Actual 2019-20	Approved 2020-21	Proposed 2021-22	Increase over Prior Year	Increase over Prior Year
16 Textbooks & Instructional Supplies					
3 Supplies/Materials	\$ 7,793,100	\$ 6,542,803	\$ 6,624,483	\$ 81,680	1.25%
Restricted Fund Summary					
16 Textbooks & Instructional Supplies					
3 Supplies/Materials	\$ 895,476	\$ 2,609,415	\$ 617,351	\$ (1,992,064)	-76.34%

## Category 16 - Textbooks & Instructional Supplies

### Changes - FY 2022

#### Non-Restricted Budget Changes

1. Decrease in computer and other sensitive item purchases	\$ (20,500)
2. Net increase in various other instructional supplies & materials	(950)
3. Increase in printer supplies (newly separated line item)	25,500
4. Increase in classroom supplies, including online classroom resources	<u>77,630</u>
<b>Total Non-Restricted Increase - Category 16- Textbooks &amp; Instructional Supplies</b>	<b>81,680</b>

<b>Restricted Budget Net Decrease - Category 16- Textbooks &amp; Instructional Supplies</b>	<b><u>(1,992,064)</u></b>
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<b>TOTAL DECREASE - Category 16 - Textbooks &amp; Instructional Supplies</b>	<b>\$ (1,910,384)</b>
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CARROLL COUNTY PUBLIC SCHOOLS  
PROPOSED BUDGET - UNRESTRICTED FUNDS  
CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
TEXTBOOKS & INSTRUCTIONAL SUPPLIES				
3 Supplies and Materials				
Office Supplies	\$ 34	\$ -	\$ -	
Clothing & Footwear	18,389	19,225	19,225	
Books & Periodicals	18,557	18,750	16,100	
Food	15,702	54,550	55,450	
Textbooks	1,070,954	1,176,447	1,176,447	
Library Media	493,060	478,068	481,568	
General Supplies	3,380,668	3,071,388	3,149,018	
Library Media Supplies	47,214	61,875	58,725	
Computer Equipment < \$5,000	2,225,360	1,583,850	1,566,350	
Sensitive Items Non - I.T.	109,195	51,100	48,100	
Printer Supplies	271,767	12,500	38,000	
Printers - Replacement	27,353	-	300	
Printers - Additional	6,007	-	-	
Other Supplies & Materials	108,840	15,050	15,200	
Object Total	<u>7,793,100</u>	<u>6,542,803</u>	<u>6,624,483</u>	<u>-</u>
 TOTAL TEXTBOOKS & INSTRUCTIONAL SUPPLIES	 \$ 7,793,100	 \$ 6,542,803	 \$ 6,624,483	 \$ -



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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
TEXTBOOKS & INSTRUCTIONAL SUPPLIES				
3 Supplies and Materials				
Books & Periodicals	\$ 2,585	\$ 3,792	\$ -	
Food	20,071	8,400	8,400	
Textbooks	48,300	3,300	-	
General Supplies	352,523	563,318	601,151	
Library Media Supplies	620	-	-	
Computer Equipment < \$5,000	409,580	1,928,725	-	
Sensitive Items Non-I.T.	41,312	94,080	-	
Other Supplies & Materials	20,485	7,800	7,800	
Object Total	895,476	2,609,415	617,351	-
 TOTAL TEXTBOOKS & INSTRUCTIONAL SUPPLIES	 \$ 895,476	 \$2,609,415	 \$ 617,351	 \$ -





## 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.

				PROPOSED <u>BUDGET</u>
<b>SUPPLIES AND MATERIALS</b>				
Clothing and Footwear				
To cover cost of clothing for students.				
a. Human Resources	Unrestricted	500		
b. Student Body Activities	Unrestricted	1,000		
c. Fine Arts	Unrestricted	14,500		
d. Outdoor School (#016)	Unrestricted	1,425		
e. Perkins Title I-C: Program Improvement - CCCTC (#029)	Unrestricted	400		
f. High School Academic Competition (#147)	Unrestricted	<u>1,400</u>		
				19,225
Books and Periodicals				
Purchase of books and periodicals for instructional use.				
a. Schools	Unrestricted	4,050		
b. Student Services	Unrestricted	6,650		
c. Perkins Title I-C: Program Improvement (#029)	Unrestricted	400		
d. Limited English Proficient (#238)	Unrestricted	2,000		
e. Multicultural Curriculum Development (#345)	Unrestricted	<u>3,000</u>		
				16,100
Food				
a. County-wide 24 Math Tournament (#151)	Restricted	100		
b. County-wide Weightlifting Competition (155)	Restricted	300		
c. CASE Summer Institutes (#189)	Restricted	<u>8,000</u>	8,400	
d. Student Body Activities	Unrestricted	300		
e. Academics, Equity, and Accountability	Unrestricted	900		
f. Perkins Title I-C: Program Improvement (#029)	Unrestricted	100		
g. Pre-Kindergarten (#056)	Unrestricted	50,000		
h. Carroll County Student Government Association (#098)	Unrestricted	50		
i. Limited English Proficient (#238)	Unrestricted	3,100		
j. Multicultural Curriculum Development (#345)	Unrestricted	<u>1,000</u>	<u>55,450</u>	
				63,850
Textbooks				
Purchase of textbooks and workbooks to replace/supplement current texts, and to buy new textbooks.				
a. Curriculum	Unrestricted	1,122,784		
b. Perkins Title I-C: Program Improvement (#029)	Unrestricted	1,817		
c. High School Dropout Prevention (#122)	Unrestricted	23,346		
d. Career Technology Education - Match (#429)	Unrestricted	<u>28,500</u>		
				1,176,447
Library Media				
To replace/supplement current library books, and purchase additional library books to improve pupil/book ratio.				
a. Schools	Unrestricted	303,498		
b. Resource Centers - System-Wide	Unrestricted	177,860		
c. Outdoor School (#016)	Unrestricted	<u>210</u>		
				481,568

TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

PROPOSED  
BUDGET

General Supplies

Consumable materials:

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

a. ESSA Title I-A: Grants to LEAs (#020)	Restricted	55,000	
b. Perkins Title I-C: Program Improvement (#029)	Restricted	118,950	
c. ESSA Title II-A: Supporting Effective Instruction (#062)	Restricted	3,792	
d. Project ACES - Awards (#091)	Restricted	5,000	
e. Carroll County Student Government Association (#098)	Restricted	2,000	
f. Full-Day Pre-Kindergarten Expansion (#125)	Restricted	4,000	
g. NCLB Title III-A: English Language Acquisition - LEP (#128)	Restricted	8,000	
h. CTE Reserve Grant Fund (#129)	Restricted	6,910	
i. ESSA Title IV-A: Student Supp. and Acad. Enrichment (#148)	Restricted	24,639	
j. County-wide 24 Math Tournament (#151)	Restricted	1,100	
k. Outdoor School Donations (#174)	Restricted	500	
l. History Day Grant (#176)	Restricted	510	
m. CASE Summer Institutes (#189)	Restricted	6,500	
n. Readiness for Kindergarten Professional Development (#212)	Restricted	2,194	
o. Fine Arts Initiative (#305)	Restricted	12,056	
p. Various Grants Carryover (#800)	Restricted	150,000	
q. New Grants (#805)	Restricted	<u>200,000</u>	601,151
r. Schools	Unrestricted	1,958,655	
s. System Wide	Unrestricted	500,000	
t. Chief of Schools	Unrestricted	4,000	
u. Academics, Equity, and Accountability	Unrestricted	800	
v. Gateway School	Unrestricted	42,767	
w. Student Body Activities - Schools	Unrestricted	32,600	
x. Student Services - Guidance	Unrestricted	7,000	
y. Student Services - Psychological Testing	Unrestricted	25,500	
z. Fine Arts	Unrestricted	12,500	
aa. Curriculum	Unrestricted	1,000	
bb. Outdoor School (#016)	Unrestricted	9,840	
cc. Student Service Learning (#024)	Unrestricted	3,000	
dd. Perkins Title I-C: Program Improvement (#029)	Unrestricted	344,250	
ee. Advanced Academics (#055)	Unrestricted	20,500	
ff. Pre-Kindergarten (#056)	Unrestricted	2,000	
gg. Student Support Center (#081)	Unrestricted	1,000	
hh. CCSGA (Student Government) / Student Leadership (#098)	Unrestricted	659	
ii. Environmental Education Projects (#116)	Unrestricted	2,730	
jj. High School Academic Competition (#147)	Unrestricted	2,300	
kk. Interpretation & Translation Services (#237)	Unrestricted	2,000	
ll. Limited English Proficient (#238)	Unrestricted	22,000	
mm. Director's Distribution - High School (#271)	Unrestricted	7,500	
nn. Local Intervention Initiatives - High Schools (#323)	Unrestricted	5,308	
oo. Local Intervention Initiatives - Middle Schools (#324)	Unrestricted	5,446	
pp. Local Intervention Initiatives - Elementary Schools (#325)	Unrestricted	11,329	
qq. Multicultural Curriculum Development (#345)	Unrestricted	500	
rr. Career Technology Education - Match (#429)	Unrestricted	<u>123,834</u>	<u>3,149,018</u>
			3,750,169

Library Media Supplies

Purchase of filmstrips, transparencies, film for schools.

a. Schools	Unrestricted	57,775	
b. Gateway	Unrestricted	<u>950</u>	
			58,725

Computer Equipment < \$5,000

a. Schools	Unrestricted	47,300	
b. Technology Services	Unrestricted	1,490,000	
c. Perkins Title I-C: Program Improvement (#029)	Unrestricted	4,050	
d. Career Technology Education - Match (#429)	Unrestricted	<u>25,000</u>	
			1,566,350

TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

PROPOSED  
BUDGET

Sensitive Items Non-I.T.

a. Schools	Unrestricted	11,100	
b. Perkins Title I-C: Program Improvement (#029)	Unrestricted	5,000	
c. Career Technology Education - Match (#429)	Unrestricted	<u>32,000</u>	

48,100

Printer Supplies

a. Schools	Unrestricted	38,000	
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38,000

Printer - Replacements

a. Schools	Unrestricted	300	
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300

Other Supplies & Materials

a. Carroll County Student Government Association (#098)	Restricted	4,000	
b. County-wide Weightlifting Competition (#155)	Restricted	800	
c. Children's Support Fund (#164)	Restricted	2,000	
d. CASE Summer Institutes (#189)	Restricted	<u>1,000</u>	7,800

e. Schools	Unrestricted	4,200	
f. Gateway	Unrestricted	300	
g. Student Body Activities	Unrestricted	8,300	
h. Academics, Equity, and Accountability	Unrestricted	600	
i. Interpretation & Translation Services (#237)	Unrestricted	300	
j. Multicultural Curriculum Development (#345)	Unrestricted	<u>1,500</u>	<u>15,200</u>

23,000

TOTAL TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

\$7,241,834



# 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 2019-20	Approved 2020-21	Proposed 2021-22	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
17 Other Instructional Costs					
2 Contracted Services	\$ 747,799	\$ 976,338	\$ 978,443	\$ 2,105	0.22%
4 Other Charges	646,675	658,674	658,527	(147)	-0.02%
5 Land, Bldg, Equip Additional	99,806	75,000	75,000	-	0.00%
6 Land, Bldg, Equip Replacement	12,298	25,000	22,000	(3,000)	-12.00%
9 Transfers	181,495	175,000	175,000	-	0.00%
	\$ 1,688,073	\$ 1,910,012	\$ 1,908,970	\$ (1,042)	-0.05%
Restricted Fund Summary					
17 Other Instructional Costs					
2 Contracted Services	\$ 294,149	\$ 218,800	\$ 208,619	\$ (10,181)	-4.65%
4 Other Charges	93,769	255,902	259,062	3,160	1.23%
5 Land, Bldg, Equip Additional	138,863	29,631	9,631	(20,000)	-67.50%
6 Land, Bldg, Equip Replacement	14,993	-	-	-	0.00%
9 Transfers	13,175	24,838	19,938	(4,900)	-19.73%
	\$ 554,949	\$ 529,171	\$ 497,250	\$ (31,921)	-6.03%

**Category 17 - Other Instructional Costs**  
**Changes - FY 2022**

**Non-Restricted Budget Changes**

1. Decrease in rental of business machines	\$ (21,245)
2. Decrease in classroom furniture and equipment	(3,000)
3. Net decrease in various other charges lines	(147)
4. Increase in test scoring fees	11,400
5. Net increase in various other contractual services	<u>11,950</u>

<b>Total Non-Restricted Decrease - Category 17- Other Instructional Costs</b>	<b>(1,042)</b>
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<b>Restricted Budget Net Decrease - Category 17- Other Instructional Costs</b>	<b><u>(31,921)</u></b>
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<b>TOTAL DECREASE - Category 17 - Other Instructional Costs</b>	<b>\$ (32,963)</b>
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CARROLL COUNTY PUBLIC SCHOOLS  
PROPOSED BUDGET - UNRESTRICTED FUNDS  
CATEGORY DETAIL BY OBJECT AND SUB-OBJECT

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
OTHER INSTRUCTIONAL COSTS				
2 Contracted Services				
Printing & Binding	\$ 32,895	\$ 21,314	\$ 27,364	
Rental of Business Machines	317,437	382,341	361,096	
Consultants	10,785	17,500	17,500	
Laundry & Cleaning	35,537	35,000	35,000	
Test Scoring	84,019	80,400	91,800	
Game Officials	169,095	225,000	225,000	
Outdoor School Meals	13,713	28,000	28,000	
Other Contracted Services	84,318	186,783	192,683	
Object Total	<u>747,799</u>	<u>976,338</u>	<u>978,443</u>	<u>-</u>
4 Other Charges				
Local Mileage Reimbursement	53,089	78,351	80,883	
License Fees	358,177	375,500	378,200	
Postage	43	-	-	
Dues	7,111	8,859	8,859	
Subscriptions	50,886	49,064	49,485	
Conferences & Trainings	38,352	65,650	63,100	
Admissions/Entrance Fees	126,107	71,650	69,400	
Donations/Memorials	250	-	-	
Miscellaneous - Other Charges	12,660	9,600	8,600	
Object Total	<u>646,675</u>	<u>658,674</u>	<u>658,527</u>	<u>-</u>
5 Equipment Additional				
Classroom Furniture & Equipment	99,239	75,000	75,000	
Relocatable Classroom	567	-	-	
Object Total	<u>99,806</u>	<u>75,000</u>	<u>75,000</u>	<u>-</u>
6 Equipment Replacement				
Window Shades/Draperies	6,293	-	-	
Classroom Furniture & Equipment	6,005	25,000	22,000	
Object Total	<u>12,298</u>	<u>25,000</u>	<u>22,000</u>	<u>-</u>
9 Transfers				
Out-Going Transfers to Other MD LEA's	106,610	104,000	104,000	
Other Out-Going Transfers	74,885	71,000	71,000	
Object Total	<u>181,495</u>	<u>175,000</u>	<u>175,000</u>	<u>-</u>
TOTAL OTHER INSTRUCTIONAL COSTS	\$1,688,073	\$1,910,012	\$1,912,117	\$ 930,527





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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
OTHER INSTRUCTIONAL COSTS				
2 Contracted Services				
Printing & Binding	\$ 7,045	\$ -	\$ -	
Consultants	1,950	1,500	1,500	
Test Scoring	12,264	10,500	10,500	
Outdoor School Meals	85,752	132,000	132,000	
Other Contracted Services	187,138	74,800	64,619	
Object Total	<u>294,149</u>	<u>218,800</u>	<u>208,619</u>	<u>-</u>
4 Other Charges				
Local Mileage Reimbursement	3,935	1,760	-	
Postage	455	-	-	
Dues	980	-	-	
Subscriptions	119	-	-	
Conferences & Trainings	56,962	26,742	29,542	
Admissions/Entrance Fees	23,313	2,400	2,760	
Donations/Memorials	5,495	-	-	
Miscellaneous - Other Charges	2,510	225,000	226,760	
Object Total	<u>93,769</u>	<u>255,902</u>	<u>259,062</u>	<u>-</u>
5 Equipment Additional				
Classroom Furniture & Equipment	128,863	29,631	9,631	
Relocateable Classroom	10,000	-	-	
Object Total	<u>138,863</u>	<u>29,631</u>	<u>9,631</u>	<u>-</u>
6 Equipment Replacement				
Classroom Furniture & Equipment	14,993	-	-	
Object Total	<u>14,993</u>	<u>-</u>	<u>-</u>	<u>-</u>
9 Transfers				
Other Out-Going Transfers	13,175	24,838	19,938	
Object Total	<u>13,175</u>	<u>24,838</u>	<u>19,938</u>	<u>-</u>
 TOTAL OTHER INSTRUCTIONAL COSTS	 \$ 554,949	 \$ 529,171	 \$ 497,250	 \$ -



## 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.

				PROPOSED <u>BUDGET</u>
<b>CONTRACTED SERVICES</b>				
<b>Printing and Binding</b>				
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	4,700		
b. Director of High Schools	Unrestricted	10,664		
c. Student Body Activities	Unrestricted	800		
d. Outdoor School (#016)	Unrestricted	<u>11,200</u>		
				27,364
<b>Rental of Business Machines</b>				
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	330,936		
b. Student Services	Unrestricted	1,400		
c. Outdoor School (#016)	Unrestricted	480		
d. Perkins Title I-C: Program Improvement (#029)	Unrestricted	22,000		
e. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	3,500		
f. Student Support Center (#081)	Unrestricted	1,280		
g. PRIDE - Elementary (#118)	Unrestricted	<u>1,500</u>		
				361,096
<b>Consultants</b>				
Individuals are utilized in in-service certification of teachers in special areas, summer workshops for teachers, staff development and to focus on particular areas of improvement.				
a. Fine Arts Initiatives (#305)	Restricted		1,500	
b. Fine Arts	Unrestricted	11,500		
c. Limited English Proficient (#238)	Unrestricted	3,000		
d. Multicultural Curriculum Development (#345)	Unrestricted	<u>3,000</u>	<u>17,500</u>	
				19,000
<b>Laundry and Cleaning</b>				
Cost which allows each of seven (7) high schools to clean and recondition athletic equipment for football and lacrosse.				
a. Student Body Activities	Unrestricted			35,000

OTHER INSTRUCTIONAL COSTS

PROPOSED  
BUDGET

Test Scoring

a. ESSA Title IV: Stud Supp and Academic Achiev (#148)	Restricted		10,500	
b. Perkins Title I-C: Program Improvement (#029)	Unrestricted	33,800		
c. Advanced Academics (#055)	Unrestricted	38,000		
d. Career Technology Education - Match (#429)	Unrestricted	<u>20,000</u>	<u>91,800</u>	
				102,300

Game Officials

To cover the cost of officials for various student sports.

a. Student Body Activities	Unrestricted			225,000
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Outdoor School Meals

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

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

Other Contracted Services

a. IDEA Part B: Math Consulting Teacher (#049)	Restricted	24,000		
b. NCLB Title III-A: English Language Acquisition (#128)	Restricted	4,000		
c. ESSA Title IV-A: Student Supp & Achievement (#148)	Restricted	9,619		
d. CASE Summer Institutes (#189)	Restricted	<u>27,000</u>	64,619	
e. Gateway School	Unrestricted	25,000		
f. Student Body Activities	Unrestricted	52,000		
g. Fine Arts	Unrestricted	3,060		
h. Curriculum	Unrestricted	2,000		
i. Student Personnel Services/ All Levels	Unrestricted	1,500		
j. Perkins Title I-C: Program Improvement (#029)	Unrestricted	7,050		
k. Virtual Learning (#057)	Unrestricted	65,073		
l. ADA Accommodations (#090)	Unrestricted	16,500		
m. CCSGA (Stud. Government) / Student Leadership (#098)	Unrestricted	2,500		
n. Limited English Proficient (#238)	Unrestricted	500		
o. Multicultural Curriculum Development (#345)	Unrestricted	12,000		
p. Career Technology Education - Match (#429)	Unrestricted	<u>5,500</u>	<u>192,683</u>	
				<u>257,302</u>

TOTAL CONTRACTED SERVICES

1,187,062

OTHER CHARGES

Local Mileage Reimbursement

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

a. Schools	Unrestricted	5,100		
b. Gateway	Unrestricted	500		
c. Curriculum	Unrestricted	17,000		
d. Student Services - Guidance	Unrestricted	10,000		
e. Student Services - Psychological Testing	Unrestricted	11,000		
f. Staff Development	Unrestricted	3,200		
g. Outdoor School (#016)	Unrestricted	395		
h. Behavioral Support (#017)	Unrestricted	1,000	48,195	

## OTHER INSTRUCTIONAL COSTS

PROPOSED  
BUDGET

i. Serve America Sub-Grant (#024)	Unrestricted	163	
j. Perkins Title I-C: Program Improvement (#029)	Unrestricted	9,650	
k. Families Learning Together (#031)	Unrestricted	1,200	
l. Advanced Academics (#055)	Unrestricted	5,000	
m. Carroll County Student Government Association (#098)	Unrestricted	275	
n. Home & Hospital Teaching (#113)	Unrestricted	4,100	
o. Interpretation and Translation Services (#237)	Unrestricted	1,800	
p. Limited English Proficient (#238)	Unrestricted	10,000	
q. Transitions Project (#361)	Unrestricted	500	<u>32,688</u>

80,883

## License Fees

a. Schools	Unrestricted	1,500	
b. Technology Services	Unrestricted	275,000	
c. Curriculum	Unrestricted	22,200	
d. Student Services	Unrestricted	79,000	
e. Career Technology Education - Match (#429)	Unrestricted	<u>500</u>	

378,200

## Dues

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

a. Schools	Unrestricted	725	
b. Student Services - Guidance	Unrestricted	2,000	
c. Outdoor School (#016)	Unrestricted	400	
d. A & S Professional Development (#019)	Unrestricted	1,700	
e. Perkins Title I-C: Program Improvement (#029)	Unrestricted	1,550	
f. Carroll County Student Government Association (#098)	Unrestricted	184	
g. Career Technology Education - Match (#429)	Unrestricted	<u>2,300</u>	

8,859

## Subscriptions

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

a. Schools	Unrestricted	47,075	
b. Gateway	Unrestricted	910	
c. Student Services - Guidance	Unrestricted	200	
d. Perkins Title I-C: Program Improvement (#029)	Unrestricted	<u>1,300</u>	

49,485

## Conferences &amp; Trainings

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

a. NCLB Title III-A: English Language Acquisition (#128)	Restricted	4,000	
b. CTE Reserve Grant Fund (#129)	Restricted	<u>25,542</u>	29,542
c. Schools	Unrestricted	7,250	
d. Student Personnel Services	Unrestricted	4,000	
e. Curriculum	Unrestricted	7,000	
f. Staff Development	Unrestricted	7,000	
g. Gateway School	Unrestricted	1,700	
h. Outdoor School (#016)	Unrestricted	2,300	
i. A&S Professional Development (#019)	Unrestricted	4,250	
j. Perkins Title I-C: Program Improvement (#029)	Unrestricted	6,600	
k. Interpretation and Translation Services (#237)	Unrestricted	1,000	
l. Limited English Proficient (#238)	Unrestricted	5,000	
m. Multicultural Curriculum Development (#345)	Unrestricted	2,000	
n. Career Technology Education - Match (#429)	Unrestricted	<u>15,000</u>	<u>63,100</u>

92,642

## OTHER INSTRUCTIONAL COSTS

PROPOSED  
BUDGET

Admission Fees				
a. Full-Day Pre-Kindergarten Expansion (#125)	Restricted	760		
b. Children's Support Fund (#164)	Restricted	<u>2,000</u>	2,760	
c. Schools	Unrestricted	200		
d. Chief of Schools	Unrestricted	50,000		
e. Gateway School	Unrestricted	3,700		
f. Student Body Activities	Unrestricted	3,500		
g. In-Kind Services from Carroll County Government (#052)	Unrestricted	12,000	<u>69,400</u>	
				72,160
Miscellaneous Other Charges				
a. ESSA Title II-A: Supporting Effective Instruction (#062)	Restricted	1,760		
b. Various Grants Carryover (#800)	Restricted	150,000		
c. New Grants (#805)	Restricted	<u>75,000</u>	226,760	
d. Gateway School	Unrestricted	500		
e. Human Resources	Unrestricted	4,000		
f. Outdoor School (#016)	Unrestricted	100		
g. Perkins Title I-C: Program Improvement (#029)	Unrestricted	<u>4,000</u>	<u>8,600</u>	<u>235,360</u>
TOTAL OTHER CHARGES				917,589
EQUIPMENT ADDITIONAL				
Classroom Furniture and Equipment				
a. Perkins Title I-C: Program Improvement (#029)	Restricted		9,631	
b. Student Body Activities	Unrestricted	10,000		
c. Perkins Title I-C: Program Improvement (#029)	Unrestricted	15,000		
d. Career Technology Education - Match (#429)	Unrestricted	<u>50,000</u>	<u>75,000</u>	
				<u>84,631</u>
TOTAL EQUIPMENT ADDITIONAL				84,631
EQUIPMENT REPLACEMENT				
Classroom Furniture & Equipment				
a. Career Technology Education - Match (#429)	Unrestricted			<u>22,000</u>
TOTAL EQUIPMENT REPLACEMENT				22,000
TRANSFERS				
Out-Going Transfers to Other MD LEA's				
Student Personnel Services:				
a. Out-Going Transfers to Other MD LEA's	Unrestricted			104,000
Other Out-Going Transfers				
a. ESSA Title I-A: Grants to LEAs (#020)	Restricted	5,100		
b. NCLB Title II-A: Teacher Quality (#062)	Restricted	<u>14,838</u>	19,938	
c. Student Services	Unrestricted		<u>71,000</u>	<u>90,938</u>
TOTAL TRANSFERS				194,938
TOTAL OTHER INSTRUCTIONAL COSTS				\$2,406,220



## Section IV

Food Service Fund  
Capital Improvement  
Projects Fund  
Debt Service Fund





# Food Service Fund

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

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

Food Service Fund Summary	Actual 2019-20	Approved 2020-21	Proposed 2021-22	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
08 Fixed Charges					
4 Other Charges	\$ 1,115,533	\$ 1,176,471	\$ 1,130,000	\$ (46,471)	-3.95%
09 Food Services					
1 Salaries	2,486,899	2,523,529	2,543,602	20,073	0.80%
2 Contracted Services	34,801	40,000	35,000	(5,000)	-12.50%
3 Supplies/Materials	3,180,435	3,296,000	3,330,000	34,000	1.03%
4 Other Charges	21,411	18,500	20,000	1,500	8.11%
5 Land, Bldg, Equip Additional	7,354	25,000	25,000	-	0.00%
6 Land, Bldg, Equip Replacement	114,769	240,500	275,000	34,500	14.35%
Total Food Services	5,845,669	6,143,529	6,228,602	85,073	1.38%
Total Food Service Fund	\$ 6,961,202	\$ 7,320,000	\$ 7,358,602	\$ 38,602	0.53%



**Food Service Fund Revenues**  
**2021-2022 Proposed Food Service Fund Budget**

FOOD SERVICE FUND REVENUES	ACTUAL REVENUES 2019-20	APPROVED BUDGET 2020-21	PROPOSED BUDGET 2021-22	\$ (Decrease) Increase Over Prior Year	% (Decrease) Increase Over Prior Year
I. Local Revenue	-	-	-	-	0.00%
Total Local Revenue	-	-	-	-	0.00%
II. State Revenue					
State Breakfast/Lunch	121,061	120,000	120,000	-	0.00%
Total State Revenue	121,061	120,000	120,000	-	0.00%
III. Federal Revenue					
U.S.D.A. Commodities	626,171	450,000	475,000	25,000	5.56%
Federal Lunch	2,286,979	2,200,000	2,200,000	-	0.00%
Federal Breakfast	938,894	700,000	700,000	-	0.00%
Total Federal Revenue	3,852,044	3,350,000	3,375,000	25,000	0.75%
IV. Sales and Other Revenue					
Child Breakfast	128,485	190,000	190,000	-	0.00%
Child Lunch	1,278,355	1,860,000	1,860,000	-	0.00%
A La Carte	1,239,170	1,750,000	1,750,000	-	0.00%
Early Childhood Programs	13,807	20,000	20,000	-	0.00%
Miscellaneous	42,132	30,000	43,602	13,602	45.34%
Total Sales and Other Revenue	2,701,949	3,850,000	3,863,602	13,602	0.35%
TOTAL FOOD SERVICE	6,675,054	7,320,000	7,358,602	38,602	0.53%



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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
FOOD SERVICES				
Positions				
1. Exempt	2.00	2.00	2.00	
2. Non-exempt	99.78	99.78	99.78	
Total Positions	101.78	101.78	101.78	-
1 Salaries and Wages				
Regular Classified	\$ 2,019,492	\$ 2,040,794	\$ 2,073,046	
Temporary Classified	84,474	110,000	110,000	
Regular Professional	207,876	205,956	211,996	
Educational Add-Ons Classified	34,311	37,120	37,250	
Overtime Classified	139,321	90,000	110,000	
Retirement Notification Incentives	115	-	-	
Funds for Negotiated Agreements	-	38,349	-	
Insurance Opt-Out	1,310	1,310	1,310	
Object Total	2,486,899	2,523,529	2,543,602	-
2 Contracted Services				
Maintenance & Repair of Equipment	453	-	-	
Printing and Binding	34,348	-	-	
Other Contracted Services	-	40,000	35,000	
Object Total	34,801	40,000	35,000	-
3 Supplies and Materials				
Clothing and Footwear	18,975	26,000	20,000	
Equipment Maintenance & Repair Supplies	55,363	65,000	60,000	
Non-Food Supplies	14,109	25,000	20,000	
Food	2,893,135	2,900,000	3,010,000	
Food Related Supplies	136,163	180,000	150,000	
Other Food Service Supplies	62,496	100,000	70,000	
Computer Equipment < \$5,000	194	-	-	
Object Total	3,180,435	3,296,000	3,330,000	-
4 Other Charges				
Local Mileage Reimbursement	6,704	5,000	7,000	
Postage	400	500	500	
Food Locker Storage	9,588	2,500	3,000	
Gasoline	1,927	4,000	3,000	
Dues & Subscriptions	394	1,000	1,000	
Professional Development	320	3,000	3,000	
Admission Fees	1,710	2,500	-	
Miscellaneous - Other Charges	368	-	2,500	
Object Total	21,411	18,500	20,000	-
5 Equipment Additional				
Cafeteria Equipment	7,354	25,000	25,000	
Object Total	7,354	25,000	25,000	-
6 Equipment Replacement				
Cafeteria Equipment	114,769	240,500	275,000	
Object Total	114,769	240,500	275,000	-
TOTAL FOOD SERVICES	\$ 5,845,669	\$ 6,143,529	\$ 6,228,602	\$ -



## FOOD SERVICE FUND

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

SALARIES AND WAGES		PROPOSED <u>BUDGET</u>
Existing Positions	Full-Time	
Exempt	<u>Equivalent</u>	
Supervisor - Food Services	1.00	
Assistant Supervisor - Food Services	<u>1.00</u>	
Total Existing Exempt Positions	2.00	\$211,996
Non-exempt		
Secretary III - 12 Month	1.00	
Food Services Area Manager	2.00	
Cafeteria Managers - 10 Month	28.00	
Cafeteria Workers - 10 Month	<u>68.78</u>	
Total Existing Non-exempt Positions	99.78	<u>2,073,046</u>
Total Existing Positions	101.78	\$2,285,042
Other Salaries		
Temporary Non-exempt Wages		110,000
Educational Add-Ons for Non-Exempt Staff		37,250
Overtime for Non-exempt Staff		110,000
Insurance Opt-Out		<u>1,310</u>
TOTAL SALARIES AND WAGES		2,543,602
CONTRACTED SERVICES		
Other Contracted Services		
Other contracts for service providers		<u>35,000</u>
TOTAL CONTRACTED SERVICES		35,000
SUPPLIES AND MATERIALS		
Clothing and Footwear		
Uniforms for Food Services personnel as required by negotiated agreement.		20,000
Equipment Maintenance and Repair Supplies		
Purchase of parts used to repair and maintain equipment.		60,000
Food Related Supplies		
Supplies and materials used in Food Services operation other than food. Items include detergent, dish towels, dispensers, disposable cups, plates, napkins and silverware.		150,000

# FOOD SERVICE FUND

	PROPOSED <u>BUDGET</u>
SUPPLIES AND MATERIALS - continued	
Food	
Provides funds to purchase food.	3,010,000
Other Food Service Supplies	
Supplies needed for Food Service operations.	<u>90,000</u>
TOTAL SUPPLIES AND MATERIALS	3,330,000
OTHER CHARGES	
Local Mileage Reimbursement	
Reimbursement to personnel carrying out assigned duties.	7,000
Postage	500
Rental of Food Lockers	
Rental of food storage locker where government commodities can be stored.	3,000
Gasoline	3,000
Dues and Subscriptions	1,000
Professional Development	
Training for staff members in Food Service	3,000
Miscellaneous - Other Charges	<u>2,500</u>
TOTAL OTHER CHARGES	20,000
EQUIPMENT ADDITIONAL	
Cafeteria Equipment	25,000
EQUIPMENT REPLACEMENT	
Cafeteria Equipment	<u>275,000</u>
TOTAL FOOD SERVICES	\$6,228,602



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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
FIXED CHARGES				
4 Other Charges				
Employee Fringe Benefits				
Employee Retirement	\$ 201,451	\$ 239,963	\$ 261,537	
Employees Social Security	179,725	174,669	177,609	
Life Insurance	860	840	873	
Long Term Disability	421	362	431	
Unemployment Insurance	58	-	-	
Optical Plan	40	40	40	
Medical Insurance	614,705	644,239	616,820	
Workers' Compensation	81,007	76,641	36,943	
Dental Insurance	17,841	19,717	19,247	
Employee Benefit Subsidy	19,425	20,000	16,500	
Object Total	<u>1,115,533</u>	<u>1,176,471</u>	<u>1,130,000</u>	<u>-</u>
TOTAL FIXED CHARGES	\$ 1,115,533	\$ 1,176,471	\$ 1,130,000	\$ -



## FIXED CHARGES

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

OTHER CHARGES		PROPOSED <u>BUDGET</u>
Employee Retirement/Pension		
Provides funds for the employer's share of contributions to the State Employees Retirement System and Employee Pension System.		261,537
Employee Social Security		
This account includes the required employer contributions for all employees.		177,609
Employee Fringe Benefits		
This item includes the costs of insurance premiums for employees' life, medical, dental, and optical insurances, and worker's compensation insurance.		
	Medical Insurance	616,820
	Dental Insurance	19,247
	Workers' Compensation	36,943
	Other Benefits	<u>17,844</u>
		<u>690,854</u>
TOTAL FIXED CHARGES		\$1,130,000



# Capital Improvement Projects Fund

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

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

CIP Fund Summary	Approved 2019-20	Approved 2020-21	Proposed 2021-22	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
Sources of Revenue					
Carroll County Government	\$ 14,072,050	\$ 27,426,498	\$ 39,348,000	\$ 11,921,502	43.47%
State of Maryland Government	7,603,950	9,620,155	30,087,000	20,466,845	212.75%
Transfer from Operating Fund Balance	-	3,500,000	-	(3,500,000)	n/a
Total CIP Fund	\$ 21,676,000	\$ 40,546,653	\$ 69,435,000	\$ 28,888,347	71.25%



# **FY 2022 CAPITAL IMPROVEMENT PROGRAM BUDGET REQUEST** (\$ ,000 omitted)

Priority	State	Local	Prior Authorization/Allocation			Fiscal Year 2022 Funding Request			Total Request
			State	County	Total	State	Request For	County	Request For
1			\$ 9,000	\$ 34,100	\$ 43,100	\$ 10,500	(C)		\$ 10,500
2			\$ 483	\$ 1,170	\$ 1,653	\$ 897	(SR)		\$ 897
3	1			\$ 4,547	\$ 4,547	\$ 13,583	(P&C)	\$ 28,246	(C)
4				\$ 3,175	\$ 3,175	\$ 3,160	(SR)		\$ 3,160
5	2			\$ 155	\$ 155	\$ 1,357	(SR)	\$ 943	(SR)
6	3			\$ 155	\$ 155	\$ 590	(SR)	\$ 410	(SR)
7	4							\$ 1,509	(P&C)
8	5							\$ 4,764	(P&C)
9	6							\$ 90	(P)
10	7							\$ 211	(P)
11	8							\$ 105	(P)
12	9							\$ 630	(C)
13	10							\$ 1,000	(C)
	11							\$ 1,200	(C)
	12							\$ 190	(C)
	13							\$ 50	(C)
						TBD			
			\$ 9,483	\$ 43,302	\$ 52,785	\$ 30,087		\$ 39,348	
									\$ 69,435

(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





# 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 2019-20	Approved 2020-21	Proposed 2021-22	\$ (Decrease) Increase over Prior Year	% (Decrease) Increase over Prior Year
14 Debt Service					
Interest - Local Share	\$ 3,048,900	\$ 3,042,710	\$ 3,166,625	\$ 123,915	4.07%
Principal - Local Share	6,295,570	7,161,320	6,797,076	(364,244)	-5.09%
Total Debt Service Fund	\$ 9,344,470	\$ 10,204,030	\$ 9,963,701	\$ (240,329)	-2.36%



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

Object/Sub-Object	Actual Expenditures 2019-20	Approved Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22
REVENUES				
Sources of Funding				
Local Government	\$ 9,974,470	\$ 10,204,030	\$ 9,963,701	
TOTAL FUNDING	<u>\$ 9,974,470</u>	<u>\$ 10,204,030</u>	<u>\$ 9,963,701</u>	<u>\$ -</u>
EXPENDITURES				
Debt Service				
Interest - Local Share	\$ 3,048,900	\$ 3,042,710	\$ 3,166,625	
Principal - Local Share	6,925,570	7,161,320	6,797,076	
TOTAL DEBT SERVICE	<u>\$ 9,974,470</u>	<u>\$ 10,204,030</u>	<u>\$ 9,963,701</u>	<u>\$ -</u>





## Strategic Planning Pillars

