



Approved **2017-2018** Operating Budget

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

Laura Heilig, a senior at Winters Mill High School, won first place in the 2016 Reginald F. Lewis Museum High School Juried Art Exhibition sponsored by the Maryland State Education Association and the Maryland State Department of Education.

North Carroll High School head football coach Todd Edmondson was named the 2015 National Federation of High Schools (NFHS) Maryland state football coach of the year.

Joseph Linthicum, an agriscience teacher at Francis Scott Key High School, received the “Friend of the 4-H” Award from the Maryland 4-H.

Ella Breden, a senior at Century High School, earned a gold medal and national recognition in the 2016 Scholastic Art and Writing Awards.

Sofia Corona, an eighth grade student at Oklahoma Road Middle School, was selected by the Maryland Commission for Women as a 2016 Women of Tomorrow Honoree.

Amy Donna Bittler, a senior at South Carroll High School, and Benjamin Stringer, a senior at Westminster High School, were named Finalists in the National Merit Scholarship Program.

Forty-eight students from Carroll County Public Schools were selected as Carson Scholars for 2016.

Alannah Van Horn, a junior at Westminster High School, won first place in the 35th Annual Congressional Art Competition and had her artwork displayed at the United States Capitol.

Liberty High School received the SupportMusic Merit Award from the National Association of Music Merchants Foundation as part of the Best Communities for Music Education program.

Ted McNett, Assistant Supervisor of Career and Technology Education, received the Local Supervisors Award presented by the International Technology and Engineering Educators Association’s Council for Supervision and Leadership.

Students from the Carroll County Career and Technology Center brought home 33 medals from the SkillsUSA Maryland State Leadership and Skills Championships – 7 bronze, 11 silver, and 15 gold.

Brendan Gallagher, a teacher in the Project Lead the Way Biomedical Sciences program at the Carroll County Career and Technology Center, was named the Carroll County 2016 Teacher of the Year. The program also received national certification last year.

Christian Roemer, principal of East Middle School, and Jason Arnold, assistant principal at North Carroll High School, received the Rita Board Dowd Award for Outstanding Carroll County School Administrators.

Carroll County students earned awards in three categories at the Maryland History Day competition.

Mary Pat Dye, Coordinator of the Post-Secondary Program, received The Arc Maryland’s School Inclusion Award for 2016.

Susan Routson, a physical education teacher at Runnymede Elementary School, was selected as the 2016 grand prize winner in the Baltimore Ravens “Touchdown for Teachers” awards program.

Francis Scott Key High School was recognized by the Maryland State Department of Education and the Maryland Food Bank for its outstanding contribution in collecting food for needy Maryland families through the Kids Helping Kids campaign.

Liberty High School received 9 awards, including Best Musical for *The Addams Family*, and South Carroll High School received 4 awards at the annual CAPPIES Awards Gala, and drama students from Liberty, Manchester Valley, and North Carroll High Schools won many of the top honors at the Maryland Thespian Festival.

Brittany Whitestone earned the Gold Medal for Graphic Communications, and the team of Amanda Koogler, Dan Oehlsen, and Madison Pool received the Bronze Medal in Promotional Bulletin Board at the SkillsUSA National Championships.

Meredith Day, a third grade student at Mechanicsville Elementary School, won 1st place in her age category at The Braille Challenge® Finals.

Maryland State Comptroller Peter Franchot presented the Silver Hammer Award for school maintenance to West Middle School.

Artwork by PJ Olson, a ninth grade student at Century High School, is featured in the 2016-2017 Economic and Personal Finance Concepts Calendar published by the Maryland Council on Economic Education.

Karl Streaker, principal of Mt. Airy Middle School, and Martin Tierney, principal of Manchester Elementary School, were nominees for the Arts Leadership Recognition Awards presented by Arts Education in Maryland Schools.

Brandi Jason, an instrumental music teacher at Liberty High School, was named as one of 25 Semifinalists for the 2017 Music Educator GRAMMY Award.

Aaron Geiman, an agriscience teacher at Westminster High School, received the Honorary American FFA Degree.

Maya Parks, a senior at Century High School, was named a Semifinalist in the National Merit Scholarship Program.

Artwork by twelve students was featured in the Maryland Art Education Association’s Visual Art Student Showcase at the Walters Art Museum, and three art teachers received achievement awards for exceptional visual arts instruction.

Several teachers from the Carroll County Career and Technology Center were recognized by the Regional Manufacturing Institute of Maryland as Champions of Maryland Manufacturing for their efforts to prepare students to work in the manufacturing sector.

APPROVED OPERATING BUDGET

***FOR THE FISCAL YEAR ENDING
JUNE 30, 2018***

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

***Devon M. Rothschild
President***

***Bob E. Lord
Vice-President***

Virginia R. Harrison

Marsha B. Herbert

Donna M. Sivigny

***Doug Howard
County Commissioner
Ex-Officio Member***

***Matthew E. Johnson
Student Representative***

***Stephen H. Guthrie
Superintendent of Schools***

TABLE OF CONTENTS

Section	Page
Carroll County Public Schools - 2015-2016 Accomplishments	inside cover
Operating Budget Summary	5
Introduction	7
I SUMMARY TABLES	9
Core Statement, Values, and Beliefs	11
Vision 2018	13
Combined Non-Restricted and Restricted Revenue	15
Non-Restricted Revenue	16
Restricted Revenue	17
Distribution by Category of Non-Restricted and Restricted Expenditures	18
Distribution by Object of Non-Restricted and Restricted Expenditures	19
Summary of Appropriations by Category	20
Authorized Staffing	21
FY 2018 Costs Previously Funded with Grants	22
II BUDGET INFORMATION BY CATEGORY	23
Administration	25
Instructional Salaries & Wages	37
Student Personnel Services	51
Student Health Services	59
Student Transportation	69
Operation of Plant	79
Maintenance of Plant	91

TABLE OF CONTENTS - continued

II	BUDGET INFORMATION BY CATEGORY – continued	
	Fixed Charges	103
	Community Services	111
	Capital Outlay	119
	Mid-Level Administration	127
	Special Education	143
	Textbooks & Instructional Supplies	157
	Other Instructional Costs	167
III	DEBT SERVICE FUND & FOOD SERVICE FUND	179
	Debt Service Fund	181
	Food Service Fund	185
IV	GRANT INFORMATION & ENROLLMENT DATA	195
	Grant Summaries	197
	Individuals with Disabilities Act (IDEA) Funding Information	201
	Carroll County Public Schools Enrollment Information	203
V	CAPITAL IMPROVEMENT PROGRAM INFORMATION	205
	Capital Improvement Program for Fiscal Year 2018	207
	Capital Improvement Programs for Fiscal Years 2019-2023	208

Summary of FY 2018 Approved Operating Budget

- Total Operating Budget totals \$345.62 million (3.11% increase)
- Non-Restricted Budget increases by \$9.81 million (3.10% increase)

Comparison of Approved FY 2018 Non-Restricted Operating Budget to Approved FY 2017 Non-Restricted Operating Budget

Changes In Non-Restricted Revenue

Estimated Decrease in State Formula Aid	\$ (1,053,023)
State Grants for Declining Enrollment	\$ (1,394,018)
Increase in County Revenue	5,012,400
Remainder of FY 2017 State Declining Enrollment Grant	1,000,000
Use of Fund Balance for Transfer to Capital Improvements Fund	3,350,000
Use of Fund Balance for HVAC Capital Lease Payments	992,243
Increase in Estimated Employee Prescription Drug Rebates	<u>1,899,272</u>
Net Change in Non-Restricted Revenue	<u><u>\$ 9,806,874</u></u>

Changes in Non-Restricted Expenditures

Implementing Collective Bargaining Agreements	\$ 8,908,706
Special Education Expenditure Alignment & Increases	1,391,625
Hiring Turnover	(1,941,158)
Decrease in Utilities	(1,000,000)
Reduce 15 Teaching Positions to Align with Declining Enrollment	(975,000)
Increase 5 Positions to Repurpose Portion of Above Positions	325,000
Net of Other Increases & Decreases	(252,299)
Transfer to Capital Improvements Fund	<u>3,350,000</u>
Net Changes in Non-Restricted Expenditures	<u><u>\$ 9,806,874</u></u>

INTRODUCTION

The Approved 2017-18 Budget is presented in five sections:

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

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

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

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

Section V provides data pertinent to the Capital Improvement Program for Fiscal Years 2018-2023.



Section I

Summary Tables

CARROLL COUNTY PUBLIC SCHOOLS CORE STATEMENT, VALUES, AND BELIEFS

CORE STATEMENT

Carroll County Public Schools: Building the Future

CORE VALUES

The Board of Education establishes the following core values:

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

CORE BELIEFS

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

The greater Carroll County community:

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

All central office staff:

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

CORE BELIEFS – continued

All school staff:

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

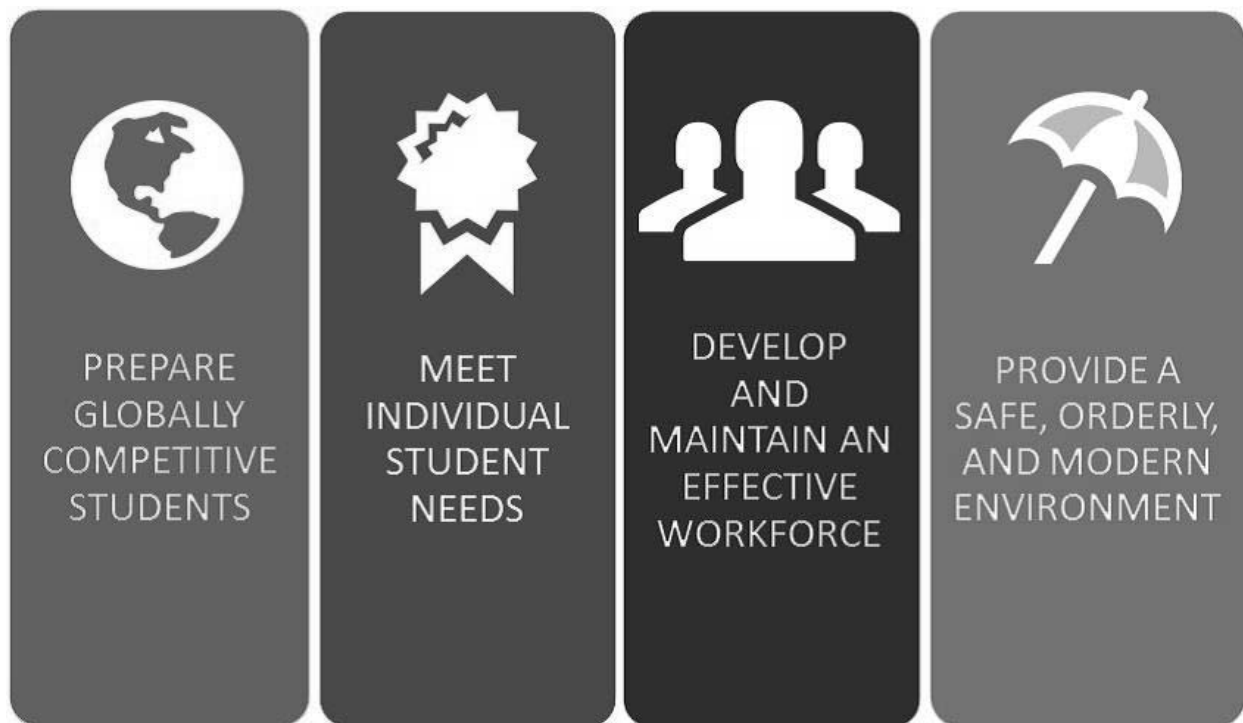
All students:

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

VISION 2018

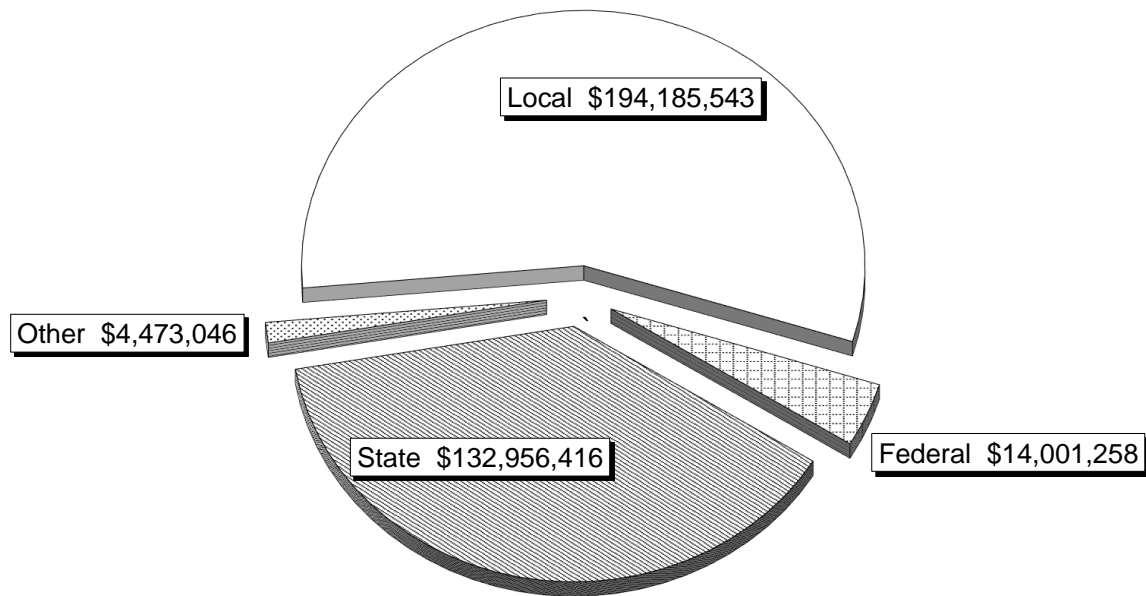
Based on community input, in 2012-2013 the Board of Education revised its governing documents to abandon its vision and mission statement in favor of a Core Statement, Core Values, and Core Beliefs to support their Goals Statements. At the same time that the Core Statement was revised, a student logo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

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



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

Combined Non-Restricted and Restricted Revenue 2017-2018 Approved Operating Budget

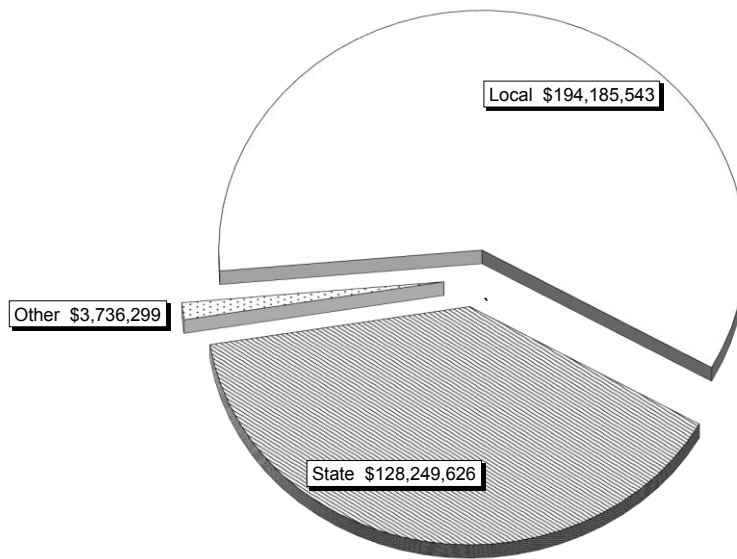


Total Combined Revenue = \$345,616,263

	Approved Budget 2016-17	% of Total	Approved Budget 2017-18	% of Total	(Decrease) Increase Over Previous Year	% Increase (Decrease)
Local Revenue ¹	\$ 183,830,900	54.9%	\$ 194,185,543	56.1%	\$ 10,354,643	5.63%
State Revenue	135,193,846	40.3%	132,956,416	38.5%	(2,237,430)	(1.65%)
Federal Revenue	13,778,701	4.1%	14,001,258	4.1%	222,557	1.62%
Other Revenue	2,387,996	0.7%	4,473,046	1.3%	2,085,050	87.31%
Total Operating Budget	\$ 335,191,443	100.0%	\$ 345,616,263	100.0%	\$ 10,424,820	3.11%

¹ Includes In-Kind Revenue for usage of County owned buildings and property [2016-17: \$1,978,900; 2017-18: \$1,978,900] and One-time funds from fund balance [2016-17: \$0; 2017-18: \$5,342,243]

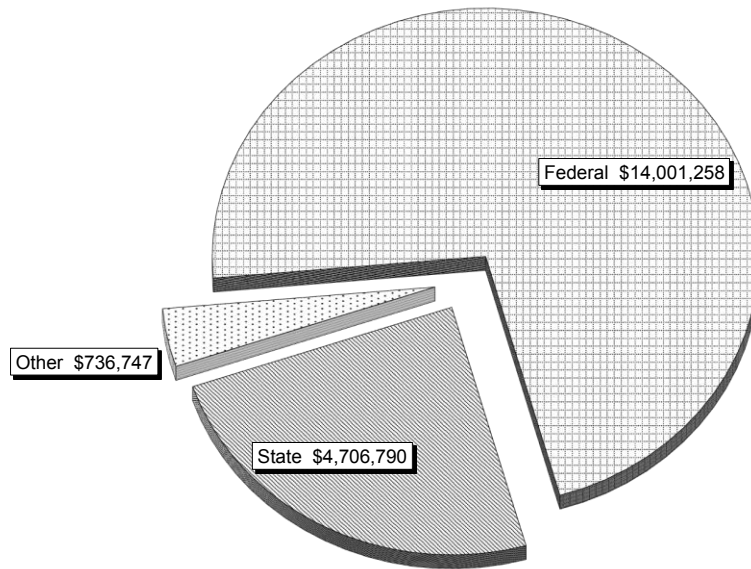
Non-Restricted Revenue
2017-2018 Approved Operating Budget



Total Non-Restricted Revenue = \$326,171,468

NON-RESTRICTED REVENUE SOURCES	Approved Budget 2016-17	% of Total	Approved Budget 2017-18	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
I. Local Revenue						
Current Expense Request	\$ 181,852,000	57.5%	\$ 186,864,400	57.4%	\$ 5,012,400	2.76%
In-Kind for Usage of County Owned Property	1,978,900	0.6%	1,978,900	0.6%	-	0.00%
Fund Balance	-	0.0%	4,342,243	1.3%	4,342,243	n/a
Unexpended One-Time State Aid via Fund Balance		0.0%	1,000,000	0.3%	1,000,000	n/a
Total Non-Restricted Local Revenue	183,830,900	58.1%	194,185,543	59.6%	10,354,643	5.63%
II. State Revenue						
Foundation Program	95,238,154	29.2%	94,244,095	28.9%	(994,059)	(1.04%)
Student Transportation	9,779,763	3.1%	9,863,761	3.0%	83,998	0.86%
Special Education Formula	7,283,513	2.3%	7,161,415	2.2%	(122,098)	(1.68%)
Compensatory Education	14,459,893	4.6%	14,379,337	4.4%	(80,556)	(0.56%)
Limited English Proficient	906,646	0.3%	966,338	0.3%	59,692	6.58%
Declining Enrollment Grant	3,000,000	0.9%	1,605,982	0.5%	(1,394,018)	(46.47%)
Out of County Living Arrangements	28,698	0.0%	28,698	0.0%	-	0.00%
Total Non-Restricted State Revenue	130,696,667	41.3%	128,249,626	39.3%	(2,447,041)	(1.87%)
III. Federal Revenue						
Total Non-Restricted Federal Revenue	-	0.0%	-	0.0%	-	0.00%
IV. Other Non-Restricted Revenue (Fees, Rentals, Interest, etc.)						
Total Other Non-Restricted Revenue	1,837,027	0.6%	3,736,299	1.1%	1,899,272	103.39%
TOTAL NON-RESTRICTED REVENUE	\$ 316,364,594	100.0%	\$ 326,171,468	100.0%	\$ 9,806,874	3.10%

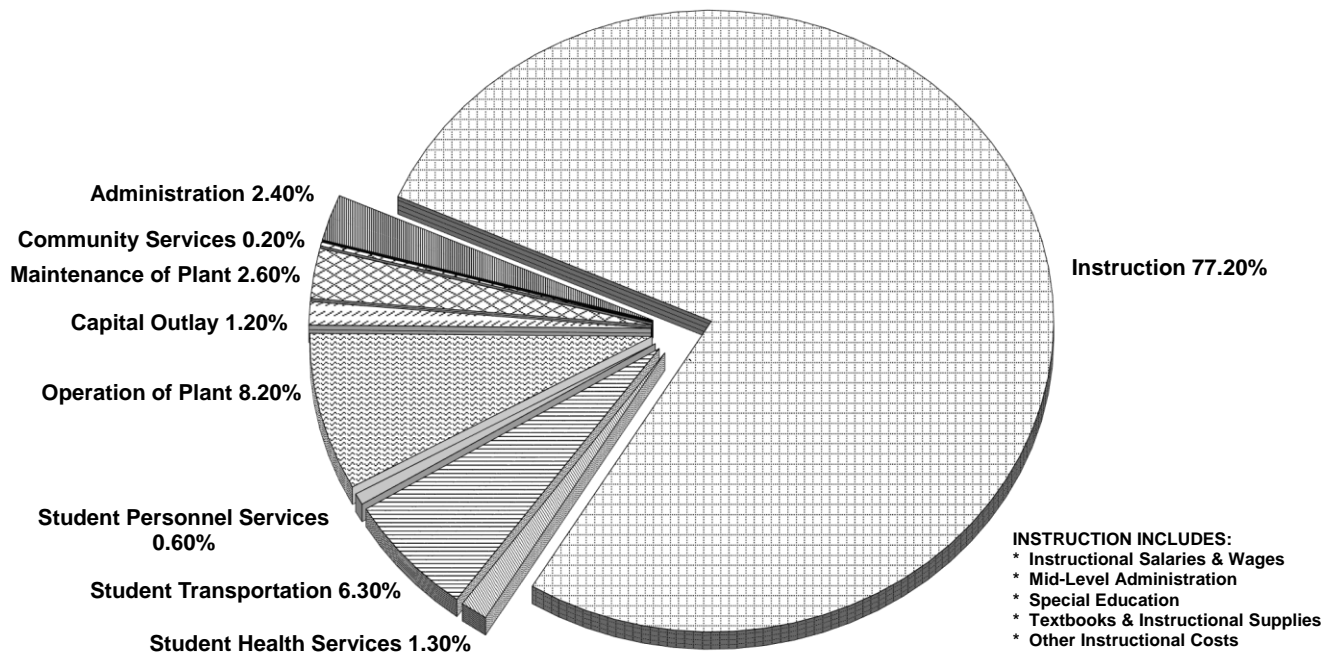
Restricted Revenue
2017-2018 Approved Operating Budget



Total Restricted Revenue = \$19,444,795

RESTRICTED REVENUE SOURCES	Approved Budget 2016-17	% of Total	Approved Budget 2017-18	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
II. State Revenue						
Aging Schools / QZAB	\$ 302,261	1.6%	\$ 137,261	0.7%	\$ (165,000)	(54.59%)
Handicapped Non-Public Placement	3,000,000	15.9%	3,200,000	16.5%	200,000	6.67%
Infants and Toddlers Program	263,018	1.4%	279,574	1.4%	16,556	6.29%
Judith P. Hoyer Center	411,000	2.2%	411,000	2.1%	-	0.00%
Other State Restricted Revenue	370,900	2.0%	328,955	1.7%	(41,945)	(11.31%)
Carry Forward of Prior Year Grants	150,000	0.8%	350,000	1.8%	200,000	133.33%
Total Restricted State Revenue	4,497,179	23.9%	4,706,790	24.2%	209,611	4.66%
III. Federal Revenue						
NCLBA Title I, Part A: Targeted Assistance	2,462,906	13.1%	2,551,930	13.1%	89,024	3.61%
NCLBA Title II, Part A: Improving Teacher Quality	568,127	3.0%	591,814	3.0%	23,687	4.17%
IDEA Special Education Programs	5,693,090	30.2%	5,801,815	29.9%	108,725	1.91%
Medicaid	1,291,131	6.9%	1,378,110	7.1%	86,979	6.74%
Perkins Vocational & Technical Education Act	251,129	1.3%	251,129	1.3%	-	0.00%
Other Federal Revenue	1,262,318	6.7%	1,426,460	7.3%	164,142	13.00%
Carry Forward of Prior Year Grants	2,250,000	12.0%	2,000,000	10.3%	(250,000)	(11.11%)
Total Restricted Federal Revenue	13,778,701	73.2%	14,001,258	72.0%	222,557	1.62%
IV. Other Restricted Revenue (Non-Governmental Grants, Donations, Fees, etc.)						
Total Other Restricted Revenues	550,969	2.9%	736,747	3.8%	185,778	33.72%
TOTAL RESTRICTED REVENUE	\$ 18,826,849	100.0%	\$ 19,444,795	100.0%	\$ 617,946	3.28%

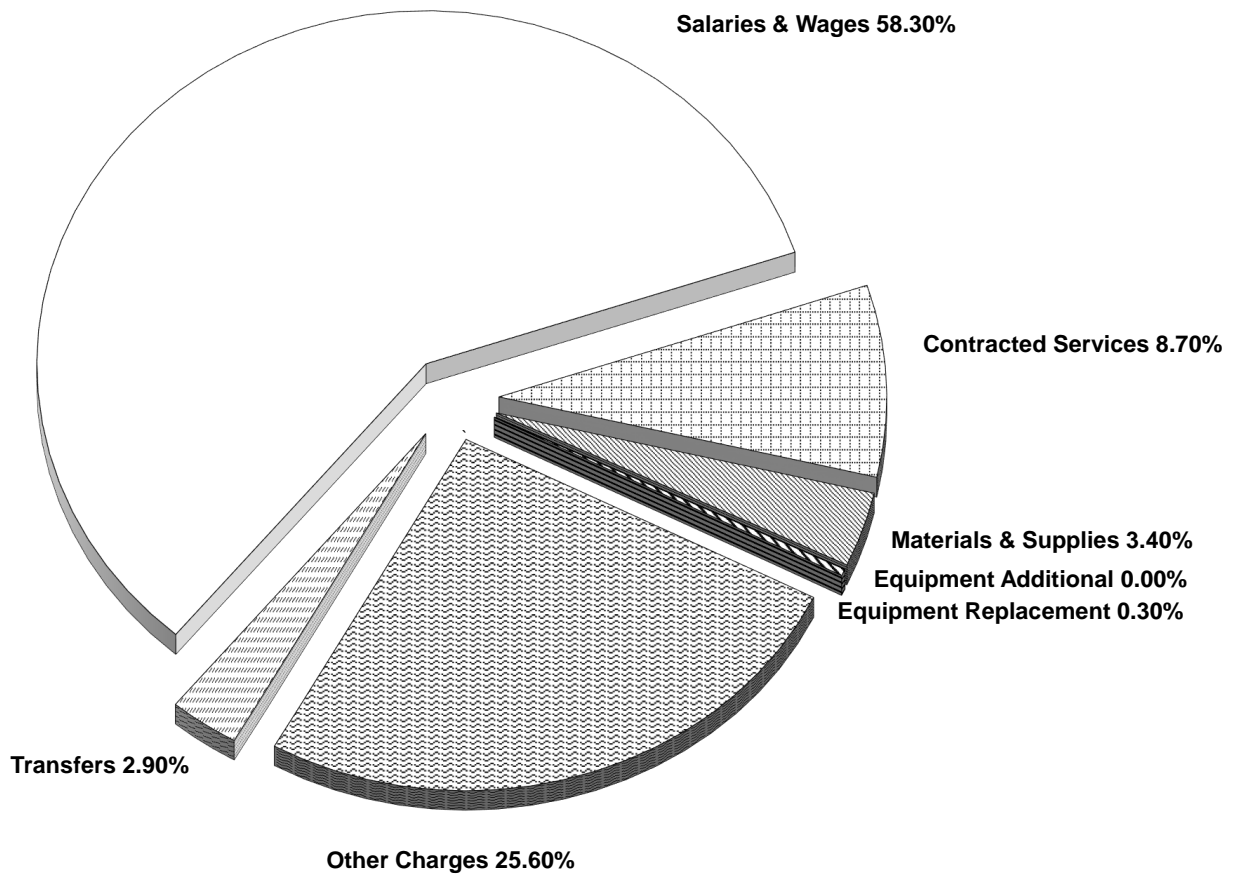
Distribution by Category of Non-Restricted and Restricted Expenditures 2017-2018 Approved Operating Budget



Total Operating Budget = \$345,616,263

Category (with allocated fixed charges)	Approved Budget 2016-17	% of Total	Approved Budget 2017-18	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
Instruction						
Instructional Salaries & Wages	\$ 169,954,659	50.7%	\$ 172,028,395	49.9%	\$ 2,073,736	1.22%
Mid-Level Administration	31,758,964	9.5%	32,650,043	9.4%	891,079	2.81%
Special Education	47,238,435	14.1%	51,097,861	14.8%	3,859,426	8.17%
Textbooks & Instructional Supplies	8,104,987	2.4%	8,101,365	2.3%	(3,622)	(0.04%)
Other Instructional Costs	<u>2,823,984</u>	<u>0.8%</u>	<u>2,615,502</u>	<u>0.8%</u>	<u>(208,482)</u>	<u>(7.38%)</u>
Total Instruction	259,881,029	77.5%	266,493,166	77.2%	6,612,137	2.54%
Administration	8,148,935	2.4%	8,236,244	2.4%	87,309	1.07%
Student Personnel Services	2,006,128	0.6%	2,111,111	0.6%	104,983	5.23%
Student Health Services	4,332,784	1.3%	4,555,717	1.3%	222,933	5.15%
Student Transportation	21,994,310	6.6%	21,934,472	6.3%	(59,838)	(0.27%)
Operation of Plant	28,519,524	8.5%	28,447,332	8.2%	(72,192)	(0.25%)
Maintenance of Plant	8,859,183	2.6%	8,992,533	2.6%	133,350	1.51%
Food Services	-	0.0%	-	0.0%	-	-
Community Services	512,587	0.2%	526,204	0.2%	13,617	2.66%
Capital Outlay	936,963	0.3%	4,319,484	1.2%	3,382,521	361.01%
Total Operating Budget	\$ 335,191,443	100.0%	\$ 345,616,263	100.0%	\$ 10,424,820	3.11%

Distribution by Object of Non-Restricted and Restricted Expenditures 2017-2018 Approved Operating Budget



Total Operating Budget = \$345,616,263

Object	Approved Budget 2016-17	% of Total	Approved Budget 2017-18	% of Total	(Decrease) Increase Over Prior Year	Percent Increase Over Prior Year
01 Salaries & Wages	\$ 195,578,944	58.3%	\$ 204,308,326	59.1%	\$ 8,729,382	4.46%
02 Contracted Services	29,664,983	8.9%	29,931,563	8.7%	266,580	0.90%
03 Materials & Supplies	11,566,570	3.5%	11,727,125	3.4%	160,555	1.39%
04 Other Charges	90,847,051	27.1%	88,469,518	25.6%	(2,377,533)	(2.62%)
05 Equipment Additional	147,377	0.0%	121,149	0.0%	(26,228)	(17.80%)
06 Equipment Replacement	1,060,718	0.3%	960,441	0.3%	(100,277)	(9.45%)
09 Transfers	6,325,800	1.9%	10,098,141	2.9%	3,772,341	59.63%
Total Operating Budget	\$ 335,191,443	100.0%	\$ 345,616,263	100.0%	\$ 10,424,820	3.11%

SUMMARY OF APPROPRIATIONS BY CATEGORY (Table 1)

Category	Unrestricted Funds Approved Budget 2016-17	Unrestricted Funds Approved Budget 2017-18	(Decrease) Increase Over Prior Year Budget	Restricted Funds Approved Budget 2016-17	Restricted Funds Approved Budget 2017-18	(Decrease) Increase Over Prior Year Budget	Total Approved Budget 2017-18
Administration	5,103,056	5,252,961	149,905	318,019	332,908	14,889	5,585,869
Instructional Salaries & Wages	115,418,279	120,105,284	4,687,005	3,402,579	3,619,901	217,322	123,725,185
Student Personnel Services	1,606,086	1,684,997	78,911	5,000	7,000	2,000	1,691,997
Student Health Services	3,352,248	3,533,468	181,220	85,824	85,092	(732)	3,618,560
Student Transportation	21,513,740	21,421,553	(92,187)	137,116	141,988	4,872	21,563,541
Operation of Plant	23,609,812	23,336,829	(272,983)	55,000	35,000	(20,000)	23,371,829
Maintenance of Plant	7,027,712	7,203,149	175,437	172,261	172,261	0	7,375,410
Fixed Charges	75,354,575	73,658,797	(1,695,778)	3,309,417	3,622,032	312,615	77,280,829
Food Services	0	0	0	0	0	0	0
Community Services	300,000	300,000	0	132,000	132,000	0	432,000
Capital Outlay	707,571	4,083,182	3,375,611	0	0	0	4,083,182
Mid-Level Administration	22,907,063	23,196,499	289,436	375,756	426,335	50,579	23,622,834
Special Education	30,357,560	33,260,773	2,903,213	9,011,798	9,287,387	275,589	42,548,160
Textbooks & Instructional Supplies	7,255,610	7,278,520	22,910	849,377	822,845	(26,532)	8,101,365
Other Instructional Costs	1,851,282	1,855,456	4,174	972,702	760,046	(212,656)	2,615,502
TOTAL	316,364,594	326,171,468	9,806,874	18,826,849	19,444,795	617,946	345,616,263

BUDGET SUMMARY

Unrestricted / Restricted	Approved FY 2016-17	Approved FY 2017-18	(Decrease) Increase Over Prior Year	Percent Change Over Prior Year
Unrestricted Funds	316,364,594	326,171,468	9,806,874	3.10%
Restricted Funds	18,826,849	19,444,795	617,946	3.28%
Total Funds	335,191,443	345,616,263	10,424,820	3.11%

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

	Operating Fund Non- Restricted	Operating Fund Restricted	Food Service Fund
Authorized as of July 1, 2016	3,141.33	128.30	100.21
Changes Proposed in FY 2018 Budget			
Decrease for Teacher Reductions Due to Declining Enrollment	(15.00)	-	-
Increase for Repurposing Some of Above Teacher Positions Instead of Eliminating Them Behavioral Support Specialists - 2.5 FTE School Psychologist - 0.5 FTE Special Education Teachers - 2.0 FTE	5.00	-	-
Increase for Prekindergarten Expansion Grant	-	2.00	-
Increase to Food Service Staffing in Schools in Line with Participation Levels at Various Schools	<u>-</u>	<u>-</u>	<u>1.57</u>
Approved as of July 1, 2017	<u>3,131.33</u>	<u>130.30</u>	<u>101.78</u>

FY 2018 Costs Previously Funded With Grants

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

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



Section II

Budget Information by Category

Administration

Category 01

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

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

Unrestricted Fund Summary	Actual 15-16	Approved 16-17	Approved 17-18	Approved Increase/ (Decrease)	% Change
01 Administration					
1 Salaries	\$ 4,217,875	\$ 4,391,371	\$ 4,630,468	\$ 239,097	5.44%
2 Contracted Services	610,880	561,326	533,060	(28,266)	-5.04%
3 Supplies/Materials	39,508	84,902	60,202	(24,700)	-29.09%
4 Other Charges	180,019	233,380	217,819	(15,561)	-6.67%
9 Transfers	(191,711)	(167,923)	(188,588)	(20,665)	12.31%
	\$ 4,856,571	\$ 5,103,056	\$ 5,252,961	\$ 149,905	2.94%
Restricted Fund Summary					
01 Administration					
2 Contracted Services	\$ 3,327	\$ -	\$ -	\$ -	0.00%
4 Other Charges	13,925	140,000	140,000	-	0.00%
9 Transfers	191,711	178,019	192,908	14,889	8.36%
	\$ 208,963	\$ 318,019	\$ 332,908	\$ 14,889	4.68%

Category 01 - Administration

Changes - FY 2018

Non-Restricted Budget Changes

1. Decrease in office equipment rental costs	\$ (28,766)
2. Decrease in indirect cost recovery from grants	(20,665)
3. Decrease in computer purchases	(16,000)
4. Decrease in license fees and other miscellaneous items	(15,561)
5. Decrease in audit fees	(10,000)
6. Decrease in office supplies	(8,700)
7. Increase in various contracted services	10,500
8. Various salary and wage changes including turnover	56,575
9. Funds to honor negotiated agreements	<u>182,522</u>

Total Non-Restricted Increase - Category 01 - Administration	149,905
---	----------------

Restricted Budget Net Increase - Category 01 - Administration	<u>14,889</u>
--	----------------------

TOTAL INCREASE - Category 01 - Administration	\$ 164,794
--	-------------------

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
ADMINISTRATION				
Positions				
1. Exempt	26.60	27.60	27.60	27.60
2. Non-Exempt	27.50	26.50	26.50	26.50
Total Positions	54.10	54.10	54.10	54.10
1 Salaries and Wages				
Regular Classified	\$1,334,800	\$1,413,612	\$1,539,281	\$1,539,281
Temporary Classified	48,346	57,406	44,317	44,317
Overtime Classified	7,182	9,500	7,500	7,500
Longevity Classified	55,074	54,828	76,061	76,061
Classified Educational Add-Ons	305	200	204	204
Regular Professional	2,622,424	2,739,841	2,860,141	2,860,141
Temporary Professional	239	3,020	0	0
Professional Add-Ons	13,500	13,500	13,500	13,500
Substitute Employees	47,678	54,264	54,264	54,264
Board Members' Allowance	33,980	33,980	33,980	33,980
Insurance Opt-Out	1,220	1,220	1,220	1,220
Vacation Payoff	29,127	50,000	45,000	45,000
Retirement Incentive	24,000	0	0	0
Hiring Turnover (F.T.E.)	0	(40,000)	(45,000)	(45,000)
Object Total	4,217,875	4,391,371	4,630,468	4,630,468
2 Contracted Services				
Maintenance & Repair of Equipment	1,429	0	0	0
Printing & Binding	40,166	26,450	26,450	26,450
Advertising	4,790	7,000	6,000	6,000
Rental of Business Machines	71,632	127,972	99,206	99,206
Medical and Dental Fees	0	0	0	3,500
Consultants	11,700	18,100	18,100	18,100
Legal Fees	241,471	160,000	160,000	160,000
Auditing Fees	68,115	85,000	75,000	75,000
Test Scoring	47,690	51,304	51,304	51,304
Other Contracted Services	123,887	85,500	63,500	93,500
Object Total	610,880	561,326	499,560	533,060
3 Supplies and Materials				
Office Supplies	25,169	55,932	46,932	46,932
Books & Periodicals	1,177	3,670	3,670	3,670
Food	5,116	3,900	4,200	4,200
General Supplies	26	1,000	1,000	1,000
Computer Equipment < \$5,000	3,492	20,000	4,000	4,000
Sensitive Items - Non I.T.	106	0	0	0
Other Supplies & Materials	4,422	400	400	400
Object Total	39,508	84,902	60,202	60,202

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
ADMINISTRATION - continued				
4 Other Charges				
Local Mileage Reimbursement	10,958	17,000	17,600	17,600
License Fees	20,286	70,000	50,989	50,989
Postage	40,003	37,150	37,150	37,150
Recruiting Costs	10,883	10,000	10,000	10,000
Dues and Subscriptions	51,602	50,930	54,330	54,330
Board Members' Expense	2,473	5,600	5,600	5,600
Retirement and Recognition	9,782	15,800	15,800	15,800
Conferences & Trainings	31,923	26,050	24,450	24,450
Admissions/Entrance Fees	2,592	850	1,900	1,900
Miscellaneous - Other Charges	(482)	0	0	0
Object Total	<u>180,019</u>	<u>233,380</u>	<u>217,819</u>	<u>217,819</u>
9 Transfers				
Indirect Costs	(191,711)	(167,923)	(188,588)	(188,588)
Object Total	<u>(191,711)</u>	<u>(167,923)</u>	<u>(188,588)</u>	<u>(188,588)</u>
TOTAL ADMINISTRATION	\$4,856,571	\$5,103,056	\$5,219,461	\$5,252,961

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
ADMINISTRATION				
2 Contracted Services				
Printing and Binding	1,037	0	0	0
Advertising	2,290	0	0	0
Object Total	<u>3,327</u>	<u>0</u>	<u>0</u>	<u>0</u>
4 Other Charges				
Recruiting Costs	13,925	0	0	0
Miscellaneous - Other Charges	0	140,000	140,000	140,000
Object Total	<u>13,925</u>	<u>140,000</u>	<u>140,000</u>	<u>140,000</u>
9 Transfers				
Indirect Costs	191,711	178,019	188,588	192,908
Object Total	<u>191,711</u>	<u>178,019</u>	<u>188,588</u>	<u>192,908</u>
TOTAL ADMINISTRATION	\$208,963	\$318,019	\$328,588	\$332,908

ADMINISTRATION

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

SALARIES AND WAGES	<u>FULL-TIME EQUIVALENT</u>	<u>APPROVED BUDGET</u>
Existing Professional Positions - Exempt		
Members of the Superintendent's Cabinet		
Superintendent of Schools	1.00	
Assistant Superintendent - Administration	1.00	
Chief Financial Officer	1.00	
Chief Information Officer	1.00	
Director - Human Resources	1.00	
Supervisor - Community & Media Relations	<u>1.00</u>	
	6.00	
Other Professional Personnel		
Budget Analyst	1.00	
Buyers - Purchasing	2.00	
Employee Benefits & Insurance Administrator	1.00	
Executive Assistant to Superintendent & Board	1.00	
Grants Analyst	0.60	
Human Resources Associate - Risk Management	1.00	
Human Resources Generalist	1.00	
Human Resources Specialist	2.00	
Lead Auditor	1.00	
Payroll Officer	1.00	
School Training & Support Accountant	1.00	
Senior Accountant	1.00	
Staff Accountant II	1.00	
Supervisor - Budget & Grants	1.00	
Supervisor - Finance	1.00	
Supervisor - Human Resources	1.00	
Supervisor - Information Services	1.00	
Supervisor - Information Technology	1.00	
Supervisor - Purchasing	1.00	
Systems Accountant	<u>1.00</u>	
	21.60	
Total Existing Professional Positions - Exempt	27.60	2,860,141
Existing Classified Positions - Non-Exempt		
Accounting Associate	1.50	
Associate Buyer	1.00	
Cabinet Secretary	0.50	
Clerk II - 12 Month	2.00	
Clerk Accountant III - 12 Month	2.00	
Director's Secretary	2.00	
Human Resources Associate - Benefits & Staffing	1.00	
Human Resources Associate II	1.00	
Human Resources Associate - Substitute Administrator	1.00	
Internal Audit Associate	<u>1.00</u>	
Sub-Total	13.00	

ADMINISTRATION**APPROVED
BUDGET****SALARIES AND WAGES****Existing Classified Positions - Non-Exempt - continued**

Machine Operator II - 12 Month	1.00
Payroll Associate	1.50
Payroll Associate II	1.00
Program Manager - Community & Media Relations	1.00
Secretary III - 12 Month	1.00
Software Development Engineer	<u>8.00</u>
Sub-Total	13.50

Total Existing Classified Positions 26.50 1,539,281

Total Existing Positions - Professional & Classified 54.10 4,399,422

Temporary Classified

Wages paid to non-exempt employees to perform tasks during peak periods on a short term basis. 44,317

Overtime Classified

Wages paid to non-exempt employees for overtime hours worked 7,500

Longevity Classified

To comply with the longevity provision in the Master Agreement between the Board of Education and non-exempt employees. 76,061

Classified Educational Add-Ons

Educational Add-Ons for non-exempt employees 204

Professional Add-Ons

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

Substitutes

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

Vacation Payoff

45,000

Insurance Opt-Out

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

ADMINISTRATION

SALARIES AND WAGES - continued	APPROVED BUDGET
Board Members Allowance	
Public School Laws § 3-303 Compensation and Expenses	33,980
(i) The Chairman of the County Board is entitled to receive \$7,500. annually, and the other four members are entitled to receive \$26,000. annually in total compensation. New rates as recorded in the Annotated Code. \$480 is budgeted for the Student Representative.	
Hiring Turnover (F.T.E)	<u>(45,000)</u>
TOTAL SALARIES AND WAGES	4,630,468
CONTRACTED SERVICES	
Printing & Binding	
Announcements, letters, Informational Calendars and costs associated with requests for Public Information.	26,450
Advertising	
Advertisements for bids and positions	6,000
Rental of Business Machines	
Rental of Central Office copier machines	99,206
Medical and Dental fees	3,500
Consultants	
Includes consultant assistance for energy procurement, utility bids, investment planning, Public Information concerns and MABE BoardDocs (online meetings).	18,100
Legal Services	
Public School Laws § 4-104 Counsel	160,000
...each county board may:	
(i) Retain counsel to represent it in legal matters that affect the Board.	
(ii) Contract for payment of a reasonable fee to the counsel.	
Audit Services	
Public School Laws § 5-108 Annual Audit	75,000
...each county board shall:	
(i) Provide for an annual audit of its transactions and accounts.	
(ii) Certified Public Accountant to conduct audit.	
(iii) The audit shall be made by a Certified Public Accountant.	
Test Scoring	51,304
Other Contracted Services	
Includes funds for stenographic services for appeals that require a hearing officer and court reporter, background checks for employees/volunteers and other contracting for administrative issues with Technology Services.	<u>93,500</u>
TOTAL CONTRACTED SERVICES	533,060

ADMINISTRATION**APPROVED
BUDGET****SUPPLIES AND MATERIALS****Office Supplies**

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

46,932

Books and Periodicals

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

3,670

Food

Purchase of food and payments to restaurants for meals furnished.

4,200

General Supplies

1,000

Computer Equipment < \$5,000

Technology Services

4,000

Other Supplies & Materials

Planning and evaluation (testing) materials

400**TOTAL SUPPLIES AND MATERIALS****60,202****OTHER CHARGES****Local Mileage Reimbursement**

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

17,600

License Fees

Subfinder and application system within Human Resources.

50,989

Postage

Postage for departments within Central Office

37,150

Recruiting Costs

Payment for recruiting expenses

10,000

Dues and Subscriptions

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

54,330

Board Members Expenses

Public School Laws § 3-303 Compensation and Expenses

5,600

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

Retirements and Recognitions

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

15,800

ADMINISTRATION

			APPROVED BUDGET
OTHER CHARGES - continued			
Conferences & Trainings			
Costs of attending conferences, meetings, in-services, training and other professional development, including annual training associated with the financial system and other central office computer support systems.			24,450
Admissions/Entrance Fees			1,900
Miscellaneous - Other Charges			
To account for Various Grant Carryovers (#800 series)			
		Restricted	<u>140,000</u>
TOTAL OTHER CHARGES			357,819
TRANSFERS			
Indirect Costs	Unrestricted	(188,588)	
	Restricted	<u>192,908</u>	4,320
TOTAL TRANSFERS			4,320
TOTAL ADMINISTRATION			\$5,585,869

Instructional Salaries and Wages Category 02

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

teachers
teaching assistants
reading specialists
media specialists
classroom technical support staff

guidance counselors
psychologists
substitute teachers
media assistants
coaches

Unrestricted Fund Summary	Actual 15-16	Approved 16-17	Approved 17-18	Approved Increase/ (Decrease)	% Change
02 Instructional Salaries/Wages					
1 Salaries	\$ 112,213,354	\$ 115,418,279	\$ 120,105,284	\$ 4,687,005	4.06%
Restricted Fund Summary					
02 Instructional Salaries/Wages					
1 Salaries	\$ 2,726,735	\$ 3,402,579	\$ 3,619,901	\$ 217,322	6.39%

Category 02 - Instructional Salaries and Wages

Changes - FY 2018

Non-Restricted Budget Changes

1. Elimination of 15.0 FTE teacher positions in alignment with decrease in enrollment	\$ (675,000)
2. Repurposing rather than eliminating 3.0 FTE teacher positions above for Behavior Support Specialists (2.5 FTE) and School Psychologist (0.5 FTE)	135,000
3. Various salary and wage changes including turnover	395,833
4. Funds to honor negotiated agreements	<u>4,831,172</u>
Total Non-Restricted Increase - Category 02 - Instructional Salaries and Wages	4,687,005

Restricted Budget Net Increase - Category 02 - Instructional Salaries and Wages	<u>217,322</u>
--	-----------------------

TOTAL INCREASE - Category 02 - Instructional Salaries and Wages	\$ 4,904,327
--	---------------------

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
INSTRUCTIONAL SALARIES AND WAGES				
Positions				
1. Exempt	1,741.03	1,713.95	1,713.95	1,703.75
2. Non-Exempt	200.30	204.80	204.80	203.80
Total Positions	1,941.33	1,918.75	1,918.75	1,907.55
1 Salaries and Wages				
Classroom Assistants	\$4,047,967	\$4,173,283	\$4,489,089	\$4,489,089
Clerks & Secretaries	583,371	605,449	609,785	609,785
Temporary Classified	816,066	770,277	782,339	790,500
Classified Educational Add-Ons	64,495	64,241	68,513	68,513
Substitute Employees	2,672,278	2,768,263	2,769,436	2,824,725
Regular Educational	99,459,609	103,220,636	107,847,934	106,802,934
Temporary Educational	1,434,854	2,262,664	2,266,100	2,271,650
Educational Add-Ons	654,425	596,444	643,280	643,280
Outdoor School Add-Ons	35,270	34,580	40,350	65,350
Athletic Coaches	919,144	782,597	782,597	782,597
Other Extra Curricular Pay	271,356	265,134	265,134	265,134
Intramural Coaches	25,231	17,510	17,510	17,510
Team Leaders	558,619	559,842	849,594	849,594
Department Chairman	218,881	220,048	264,106	264,106
Student Service Coordinators	61,269	60,876	127,201	127,201
Teacher Longevity	0	0	208,939	208,939
Summer Work - Educational	263,053	264,242	260,974	260,974
Insurance Opt-Out	41,764	42,193	38,403	38,403
Vacation Payoff	35,704	0	0	0
Retirement Incentive	50,000	0	0	0
Hiring Turnover (F.T.E.)	0	(1,290,000)	(1,275,000)	(1,275,000)
Object Total	112,213,354	115,418,279	121,056,284	120,105,284
INSTRUCTIONAL SALARIES AND WAGES	\$112,213,354	\$115,418,279	\$121,056,284	\$120,105,284

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
INSTRUCTIONAL SALARIES AND WAGES				
Positions				
1. Exempt	31.30	30.30	30.30	31.90
2. Non-Exempt	3.30	3.30	3.30	4.80
Total Positions	<u>34.60</u>	<u>33.60</u>	<u>33.60</u>	<u>36.70</u>
1 Salaries and Wages				
Classroom Assistants	\$78,918	\$82,498	\$104,189	\$104,189
Temporary Classified	24,181	33,558	46,226	46,226
Classified Educational Add-Ons	690	690	704	704
Regular Educational	1,528,542	1,564,588	1,848,124	1,958,503
Temporary Educational	758,962	1,358,703	1,187,143	1,173,449
Educational Add-Ons	133,000	125,000	113,500	113,500
Substitute Employees	<u>202,442</u>	<u>237,542</u>	<u>219,031</u>	<u>223,330</u>
Object Total	<u>2,726,735</u>	<u>3,402,579</u>	<u>3,518,917</u>	<u>3,619,901</u>
TOTAL INSTRUCTIONAL SALARIES AND WAGES	\$2,726,735	\$3,402,579	\$3,518,917	\$3,619,901

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	<u>Full-Time Equivalent</u>	APPROVED BUDGET
Classified Positions - Non-Exempt		
Classroom Assistants - Unrestricted		
Instructional Assistants	145.80	
Paraprofessional	25.00	
Pre-Kindergarten Assistants	6.50	
Pre-Kindergarten Paraprofessional	2.50	
Pride Instructional Assistant	<u>1.00</u>	
Total Classroom Assistants - Unrestricted	180.80	4,489,089
Classroom Assistants - Restricted		
Pre-K Paraprofessional	1.00	
Pre-Kindergarten	1.00	
Title I Parent Liaison	<u>2.80</u>	
Total Classroom Assistants - Restricted	4.80	104,189
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>609,785</u>
Total Classified Positions - Restricted & Unrestricted	208.60	5,203,063
Temporary Classified		
Salaries to classified employees for services rendered on an intermittent or short-term basis.		
a. NCLBA Title I - A: Targeted Assistance (#020)	Restricted	5,793
b. Judith P. Hoyer Early Learning Center (#036)	Restricted	29,013
c. Full-Day Pre-Kindergarten Expansion (#125)	Restricted	<u>11,420</u>
Sub-Total Restricted		46,226
d. Schools - All Levels	Unrestricted	349,253
e. Director of High Schools	Unrestricted	2,319
f. Director of Elementary Schools	Unrestricted	14,456
g. Student Body Activities	Unrestricted	10,022
h. System - wide	Unrestricted	17,310
i. Perkins Title I-C: Program Improvement (#029)	Unrestricted	7,100
j. Pre-Kindergarten (#056)	Unrestricted	6,645
k. HS Facilitator of Student Support (#122)	Unrestricted	104,002
l. Summer School: Middle (#223)	Unrestricted	546
m. Director's Distribution - High Schools (#271)	Unrestricted	4,683
n. Director's Distribution - Middle Schools (#272)	Unrestricted	55,375
o. Director's Distribution - Elementary Schools (#273)	Unrestricted	218,189
p. Multicultural Curriculum Development (#345)	Unrestricted	<u>600</u>
Sub-Total Unrestricted		790,500
Total Temporary Classified - Restricted & Unrestricted		836,726

INSTRUCTIONAL SALARIES AND WAGES

APPROVED
BUDGET

SALARIES AND WAGES - continued

Substitute Teachers

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

a. NCLBA Title I - A: Targeted Assistance (#020)	Restricted	12,209
b. Judith P. Hoyer Early Learning Center (#036)	Restricted	800
c. Maryland STEM Grant (#045)	Restricted	12,518
d. NCLBA Title II - A: Teacher Quality (#062)	Restricted	152,000
e. NCLB Title III-A: English Language Acquisition - LEP (#128)	Restricted	13,299
f. MD Digital Learning Innovation Fund (#145)	Restricted	31,504
g. Fine Arts Initiative (#305)	Restricted	<u>1,000</u>
Sub-Total Restricted		223,330

h. Schools - All Levels	Unrestricted	2,564,801
i. Community & Media Relations	Unrestricted	1,967
j. Assistant Superintendent - Instruction	Unrestricted	3,403
k. Director of High Schools	Unrestricted	9,850
l. Director of Middle Schools	Unrestricted	19,344
m. Director of Elementary Schools	Unrestricted	15,398
n. Student Body Activities	Unrestricted	11,444
o. Student Personnel Services	Unrestricted	13,526
p. Curriculum	Unrestricted	74,566
q. Staff Development	Unrestricted	36,414
r. Outdoor School (#016)	Unrestricted	1,061
s. Serve America Sub-Grant (#024)	Unrestricted	2,123
t. Perkins Title I-C: Program Improvement (#029)	Unrestricted	5,410
u. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	1,873
v. Pre-Kindergarten (#056)	Unrestricted	1,040
w. CCSGA (Student Government) / Student Leadership (#098)	Unrestricted	6,867
x. High School Dropout Prevention (#122)	Unrestricted	844
y. Early Success (#171)	Unrestricted	36,414
z. Multicultural Curriculum Development (#345)	Unrestricted	17,340
aa. Career Technology Education - Match (#429)	Unrestricted	<u>1,040</u>
Sub-Total Unrestricted		2,824,725

Total Substitute Teachers - Restricted & Unrestricted

3,048,055

INSTRUCTIONAL SALARIES AND WAGES

APPROVED
BUDGET

SALARIES AND WAGES - continued

Regular Educational Positions - Unrestricted

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

<u>Positions</u>	<u>Full-Time Equivalent</u>
Academic Facilitator	7.33
Academy of Finance	0.50
Agriscience	6.83
Air Conditioning / Refrigeration	1.00
Allied Health Careers	4.00
Alternative Placement Opportunity	1.00
Alternative Program Intervention Specialist	4.00
Art	51.07
Auto Service Technician	1.00
Behavior Support Specialist - Elementary/Middle	8.50
Biology	25.35
Bio-Medical Science	2.00
Building Maintenance	0.60
Business Education	15.51
Career Research & Development Teacher	1.00
Carpentry	1.00
Chemistry	23.50
Choral - High School	5.99
Collision Repair	1.00
Computer Technology	1.00
Cooperative Individual Work Experience / Career Connections	7.50
Cosmetology	4.00
Criminal Justice Teacher	2.00
Culinary Arts	2.00
Dance	1.83
Drafting	1.00
Drama	3.16
Early Childhood Education	1.00
Earth Science	18.00
Electrical Occupations	1.00
Elementary - Grades 1-5	414.00
Engineering	3.00
English	109.75
English Intervention Teacher	1.00
English as a Second Language (ESOL) Resource Teacher	16.00
Extended Enrichment Elementary Program (EEEP) Teacher	14.00
Sub-Total	761.42

INSTRUCTIONAL SALARIES AND WAGES

APPROVED
BUDGET

SALARIES AND WAGES - continued

Regular Educational Positions - continued

Family / Consumer Sciences	25.16
French	3.17
General Music - Elementary/Middle	34.40
General Science	18.50
General Social Studies	113.27
German	3.67
GIST Teacher	0.50
Health Education	42.57
Health Professions	1.00
Heavy Equipment & Truck Technology	1.00
High School Facilitator of Student Support	7.00
High School Reading Specialist	6.92
History	2.40
Instrumental Music	28.57
Integrated Language Arts (ILA) Specialist	22.00
Intervention Therapist	4.00
JROTC NCO Instructor	2.00
JROTC Sr Instructor	2.00
Judy Center Community Specialist	2.00
Judy Center Learning Community Teacher	2.00
Kindergarten	89.00
Latin	0.67
Life Science	19.00
Machine Technology	1.00
Masonry	1.00
Mathematics	129.44
Math Intervention Teacher	1.00
Math Resource - Elementary	11.64
Math Resource - Middle	1.00
Media Specialist + 4 Days	39.20
Mentor Teacher - Elementary	1.20
Mentor Teacher - Secondary	0.50
Outdoor School	4.00
Physical Education	81.55
Physics	16.32
Pre-Kindergarten	9.50
PRIDE Program Teacher	2.00
PRIDE Teacher - Elementary	1.00
Print Production	1.00
Project Lead The Way	1.00
Psychology	3.17
Reading	21.00
Reading Resource	8.00
School Psychologist - 10 Month	13.90
School Psychologist - 12 Month	2.00
School Psychologist - Best Program	<u>1.00</u>
Sub-Total	782.22

INSTRUCTIONAL SALARIES AND WAGES

APPROVED
BUDGET

SALARIES AND WAGES - continued

Regular Educational Positions - continued

School Counselor - 11 Month	33.00
School Counselor - School Year + 2 Weeks	39.00
Sign Language	1.17
Spanish	28.97
Technical Support & Networking	1.00
Technology Education	28.63
Textiles & Fashion Design	1.00
Transportation Mechanic Instructor	1.00
Video Production Teacher	1.00
Welding Technology	1.00
Pending Instructional Placements	<u>24.34</u>

Sub-Total 160.11

Total Regular Educational Positions - Unrestricted 1,703.75 106,802,934

Regular Educational Positions - Restricted

Intervention Therapist	1.00
Judy Center Community Specialist	2.00
Judy Center Learning Community Teacher	2.00
Math Resource - Elementary	1.20
Mentor Teacher - Secondary	1.40
School Psychologist	2.50
Title 1 Class-size reduction Teacher - Grade 2	1.00
Title 1 Class-size reduction Teacher - Grade 4	1.00
Title 1 Class-size reduction Teacher - Grade 5	1.00
Title I Resource Teacher	15.00
Pending Instructional Placements	<u>3.80</u>

Total Regular Educational Positions - Restricted 31.90 1,958,503

Total Regular Educational Positions - Unrestricted & Restricted 1,735.65 108,761,437

INSTRUCTIONAL SALARIES AND WAGES

APPROVED
BUDGET

SALARIES AND WAGES - continued

Temporary Educational

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

Many of these individuals are assigned to special projects which are funded by federal or state monies.

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

a. NCLBA Title I - Part A: Targeted Assistance (#020)	Restricted	205,740
b. Judy Center Expansion - Elmer Wolfe (#023)	Restricted	9,210
c. Perkins Title I-C: Program Improvement (#029)	Restricted	18,019
d. Judith P. Hoyer Early Learning Center (#036)	Restricted	43,046
e. Carroll County General Hospital Education Program (#060)	Restricted	29,729
f. NCLBA Title II-A: Teacher Quality (#062)	Restricted	113,213
g. NCLBA Title III - A: English Language Acquisition - Immigrant (#127)	Restricted	4,501
h. Career Tech Education (CTE) Reserve Fund Project (#129)	Restricted	8,100
i. Summer Enrichment Program (#167)	Restricted	33,000
j. Ready for Kindergarten for Preschool PD (#212)	Restricted	14,760
k. Summer School - High School (#221)	Restricted	7,500
l. Title III Supplemental After School and Summer Instruction (#327)	Restricted	3,249
m. Parents As Teachers (PAT) - Judy Center (#336)	Restricted	73,382
n. Various Grants Carryover (#800)	Restricted	500,000
o. New Grants (#805)	Restricted	110,000
Sub-Total Restricted		1,173,449

p. Assistant Superintendent - Instruction	Unrestricted	1,224
q. Director of High Schools	Unrestricted	28,957
r. Director of Middle Schools	Unrestricted	31,836
s. Director of Elementary Schools	Unrestricted	15,403
t. System Wide	Unrestricted	256,039
u. Student Services	Unrestricted	35,101
v. Curriculum	Unrestricted	63,222
w. Curriculum - Staff Development	Unrestricted	39,862
x. Student Body Activities	Unrestricted	1,000
y. Research and Accountability	Unrestricted	7,721
z. Gateway School	Unrestricted	3,000
aa. Serve America Sub-Grant (#024)	Unrestricted	2,081
bb. Perkins Title I-C: Program Improvement (#029)	Unrestricted	26,530
cc. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	44,880
dd. Summer School: High (#033)	Unrestricted	29,111
ee. Evening High School (#038)	Unrestricted	88,474
ff. Pre-Kindergarten (#056)	Unrestricted	11,049
gg. Advancing Early Literacy (#061)	Unrestricted	126,416
hh. Student Support Center (#081)	Unrestricted	94,762
ii. ADA Accommodations (#090)	Unrestricted	5,000
jj. Home & Hospital Teaching (#113)	Unrestricted	157,080
kk. Middle School Reading and Mathematics Intervention (#119)	Unrestricted	496,739
ll. HS Facilitator of Student Support (#122)	Unrestricted	48,960
mm. Distance Learning (#136)	Unrestricted	43,711
nn. PBIS (#137)	Unrestricted	6,120
oo. Early Success (#171)	Unrestricted	5,202
pp. Summer School: High School (#221)	Unrestricted	6,000
qq. Summer School: Middle (#223)	Unrestricted	18,562
rr. Interpretation and Translation Services (#237)	Unrestricted	100,000
ss. Limited English Proficient (#238)	Unrestricted	136,067
tt. Local Intervention Initiatives - High Schools (#323)	Unrestricted	73,455
uu. Local Intervention Initiatives - Middle Schools (#324)	Unrestricted	75,189
vv. Local Intervention Initiatives - Elementary Schools (#325)	Unrestricted	141,489
ww. Multicultural Curriculum Development (#345)	Unrestricted	15,300
xx. Transitions Project (#361)	Unrestricted	25,908
yy. Career Technology Education - Match (#429)	Unrestricted	10,200
Sub-Total Unrestricted		2,271,650

Total Temporary Educational - Restricted & Unrestricted

3,445,099

INSTRUCTIONAL SALARIES AND WAGES

APPROVED BUDGET

SALARIES AND WAGES - continued

The following activities require coaching positions and intramural directors which serve our seven high schools and provided programs for 5,653 student-athletes and 218 corollary students during the 2015-2016 school year.

Baseball	Corollary Corn Hole	Indoor track	Tennis
Basketball	Cross-Country	Lacrosse	Volleyball
Corollary Bowling	Field Hockey	Track & Field	Wrestling
Cheerleading	Football	Soccer	
Corollary Bocce Ball	Golf	Softball	
			782,597

Other Extra-Curricular Pay

To support other extra-curricular needs. 265,134

Intramural and Extra Curricular Directors

The intramural and fine arts extra curricular activities which are a part of school programs and are conducted outside of the regular school day have paid directors. 17,510

Summer Work - Educational

- HS counselors are 11 month employees working 4 weeks during the summer.
 - Middle and Elementary School counselors are 10 month employees working an additional two weeks during the summer.
 - Agriculture teachers work during the summer on Future Farmers of America (F.F.A.) activities, community organization projects and supervision of student projects at work-based learning sites.
 - Career Coordinators work on student job placement, related files, student supervision at WBL sites, and community involvement. 260,974

Educational Add-Ons

Educational Staff with Masters +30 or Doctorate	Restricted	113,500	
	Unrestricted	708,630	
Classified Staff with Business College Degrees	Restricted	704	
	Unrestricted	<u>68,513</u>	891,347

Team Leaders/Department Chairmen

Elementary and Middle School Team Leaders	849,594	
High School Department Chairman	264,106	
School Improvement Team Chairmen/Student Service Coordinator	<u>127,201</u>	1,240,901

Insurance Opt-Out

Reimbursements to employees who elect to opt-out of the Board insurance program. 38,403

Longevity Teacher

To comply with the longevity provision in the Master Agreement between the Board of Education and exempt employees 208,939

Hiring Turnover (F.T.E.)

Amount reflects anticipated turnover of teaching positions. (1,275,000)

TOTAL INSTRUCTIONAL SALARIES AND WAGES

\$123,725,185

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 15-16	Approved 16-17	Approved 17-18	Approved Increase/ (Decrease)	% Change
03 Student Personnel Services						
1 Salaries	\$	1,411,553	\$ 1,507,491	\$ 1,589,252	\$ 81,761	5.42%
2 Contracted Services		48,307	71,060	71,060	-	0.00%
3 Supplies/Materials		19,030	21,010	17,010	(4,000)	-19.04%
4 Other Charges		8,099	6,525	7,675	1,150	17.62%
	\$	1,486,989	\$ 1,606,086	\$ 1,684,997	\$ 78,911	4.91%
Restricted Fund Summary						
03 Student Personnel Services						
4 Other Charges	\$	1,902	\$ 5,000	\$ 7,000	\$ 2,000	40.00%
	\$	1,902	\$ 5,000	\$ 7,000	\$ 2,000	0.00%

Category 03 - Student Personnel Services
Changes - FY 2018

Non-Restricted Budget Changes

1. Decrease in computer purchases	\$ (4,000)
2. Net increase in other miscellaneous areas	1,150
3. Various salary and wage changes including turnover	1,161
4. Funds to honor negotiated agreements	<u>80,600</u>

Total Non-Restricted Increase - Category 03 - Student Personnel Services	78,911
---	---------------

Restricted Budget Net Increase - Category 03 - Student Personnel Services	<u>2,000</u>
--	---------------------

TOTAL INCREASE - Category 03 - Student Personnel Services	\$ 80,911
--	------------------

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
STUDENT PERSONNEL SERVICES				
Positions				
1. Exempt	14.00	13.00	13.00	13.00
2. Non-Exempt	4.00	4.00	4.00	4.00
Total Positions	18.00	17.00	17.00	17.00
1 Salaries and Wages				
Regular Classified	\$159,083	\$167,773	\$164,111	\$164,111
Temporary Classified	2,128	6,121	6,121	6,121
Overtime Classified	0	1,500	1,500	1,500
Longevity Classified	8,467	8,467	11,790	11,790
Regular Professional	1,237,153	1,305,435	1,367,535	1,387,535
Temporary Professional	2,979	12,081	12,081	12,081
Substitute Employees	630	0	0	0
Vacation Payoff	0	5,000	5,000	5,000
Insurance Opt-Out	1,114	1,114	1,114	1,114
Object Total	1,411,553	1,507,491	1,569,252	1,589,252
2 Contracted Services				
Printing & Binding	9,971	14,060	14,060	14,060
Rental of Business Machines	1,296	2,000	2,000	2,000
Other Contracted Services	37,040	55,000	55,000	55,000
Object Total	48,307	71,060	71,060	71,060
3 Supplies and Materials				
Office Supplies	13,524	12,000	12,000	12,000
Books & Periodicals	926	510	510	510
Food	439	0	0	0
General Supplies	3,233	3,500	3,500	3,500
Computer Equipment < \$5,000	908	5,000	1,000	1,000
Object Total	19,030	21,010	17,010	17,010
4 Other Charges				
Local Mileage Reimbursement	2,050	2,300	2,300	2,300
Dues	339	1,325	1,725	1,725
Subscriptions	0	250	250	250
Conferences & Trainings	5,690	2,650	3,400	3,400
Admissions/Entrance Fees	20	0	0	0
Object Total	8,099	6,525	7,675	7,675
TOTAL STUDENT PERSONNEL SERVICES	\$1,486,989	\$1,606,086	\$1,664,997	\$1,684,997

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
-------------------	-----------------------------------	-------------------------------	-------------------------------	-------------------------------

STUDENT PERSONNEL SERVICES

4 Other Charges				
Conferences & Trainings	\$1,902	\$0	\$2,000	\$2,000
Miscellaneous - Other Charges	<u>0</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
Object Total	<u>1,902</u>	<u>5,000</u>	<u>7,000</u>	<u>7,000</u>
TOTAL STUDENT PERSONNEL SERVICES	\$1,902	\$5,000	\$7,000	\$7,000

STUDENT PERSONNEL SERVICES

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

		APPROVED BUDGET
SALARIES AND WAGES	Full-Time Equivalent	
Existing Positions		
Professional Positions - Non-Restricted		
Director - Student Services	1.00	
Supervisor - Student Services & Special Programs	1.00	
Pupil Personnel Workers	10.00	
School Social Workers	<u>1.00</u>	
Total Existing Professional Positions	13.00	1,387,535
Classified Positions - Non-Restricted		
Director's Secretary	1.00	
Secretary III - 12 Month	<u>3.00</u>	
Total Existing Classified Positions	4.00	<u>164,111</u>
Total Existing Positions - Professional and Classified	17.00	1,551,646
Other Salaries and Wages		
Temporary Classified		6,121
Overtime Classified		1,500
Longevity Classified		11,790
Temporary Professional		12,081
Vacation Payoff		5,000
Insurance Opt-Out		<u>1,114</u>
TOTAL SALARIES AND WAGES		1,589,252

STUDENT PERSONNEL SERVICES

	APPROVED BUDGET
CONTRACTED SERVICES	
Printing and Binding Funds used for special work done by local printers, including student/parent handbooks, psychological referral forms, pamphlets and brochures, student materials to highlight Character Education and other informational materials for Student Services.	14,060
Rental of Business Machines	2,000
Other Contracted Services To contract for suicide and self-injury program with Youth Service Bureau. To contract for violence assessment program with Youth Service Bureau.	<u>55,000</u>
TOTAL CONTRACTED SERVICES	71,060
SUPPLIES AND MATERIALS	
Office Supplies Stationery, forms, supplies for the copiers and student records.	12,000
Books and Periodicals Funds for professional library.	510
General Supplies Purchase of supplies and materials in order to support student services needs and implementation of programs and concepts (Character Education).	3,500
Computer Equipment < \$5,000	<u>1,000</u>
TOTAL SUPPLIES AND MATERIALS	17,010
OTHER CHARGES	
Local Mileage Reimbursement Reimbursement to individuals in carrying out assigned duties, including negotiated mileage allowance. Account includes funds for Student Support Center and Character Education.	2,300
Dues Dues to professional organizations.	1,725
Subscriptions Limited subscriptions to professional magazines.	250
Conferences & Trainings Costs of attending conferences, meetings, in-services, training and other professional development.	Unrestricted 3,400 Restricted 2,000
Miscellaneous - Other Charges Grant Carryover (Project #805 - New Grants)	Restricted <u>5,000</u>
TOTAL OTHER CHARGES	14,675
TOTAL STUDENT PERSONNEL SERVICES	\$1,691,997

Student Health Services

Category 04

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

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

Unrestricted Fund Summary		Actual 15-16	Approved 16-17	Approved 17-18	Approved Increase/ (Decrease)	% Change
04 Student Health Services						
1 Salaries	\$	3,094,196	\$ 3,125,875	\$ 3,305,395	\$ 179,520	5.74%
2 Contracted Services		155,713	111,669	112,669	1,000	0.90%
3 Supplies/Materials		56,860	104,942	105,642	700	0.67%
4 Other Charges		10,406	9,762	9,762	-	0.00%
	\$	3,317,175	\$ 3,352,248	\$ 3,533,468	\$ 181,220	5.41%
Restricted Fund Summary						
04 Student Health Services						
1 Salaries	\$	5,833	\$ 9,980	\$ 9,248	\$ (732)	-7.33%
2 Contracted Services		5,973	100	100	-	0.00%
4 Other Charges		-	75,744	75,744	-	0.00%
	\$	11,806	\$ 85,824	\$ 85,092	\$ (732)	-0.85%

Category 04 - Student Health Services

Changes - FY 2018

Non-Restricted Budget Changes

1. Net increase in health room supplies in individual school budgets	\$ 700
2. Increase in contracted services	1,000
3. Various salary and wage changes including turnover	31,484
4. Funds to honor negotiated agreements	<u>148,036</u>

Total Non-Restricted Increase - Category 04 - Student Health Services	181,220
--	----------------

Restricted Budget Net Decrease - Category 04 - Student Health Services	<u>(732)</u>
--	--------------

TOTAL INCREASE - Category 04 - Student Health Services	\$ 180,488
---	-------------------

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
STUDENT HEALTH SERVICES				
Positions				
1. Exempt	48.60	45.60	45.60	47.60
2. Non-Exempt	5.60	5.60	5.60	4.20
Total Positions	<u>54.20</u>	<u>51.20</u>	<u>51.20</u>	<u>51.80</u>
1 Salaries and Wages				
Regular Classified	\$192,154	\$199,074	\$164,726	\$194,726
Temporary Classified	3,580	12,765	12,765	12,765
Substitute Nurses	20,261	15,000	15,000	15,000
Regular Professional	2,820,005	2,861,079	2,994,585	3,040,835
Temporary Professional	25,167	29,101	28,685	28,685
Substitute Employees	173	0	0	0
Professional Educational Add-Ons	6,235	6,235	10,763	10,763
Retirement Incentive	24,000	0	0	0
Insurance Opt-Out	2,620	2,621	2,621	2,621
Object Total	<u>3,094,196</u>	<u>3,125,875</u>	<u>3,229,145</u>	<u>3,305,395</u>
2 Contracted Services				
Printing & Binding	98	730	730	730
Rental of Business Machines	411	0	0	0
Consultants	0	189	189	189
Other Contracted Services	155,204	110,750	111,750	111,750
Object Total	<u>155,713</u>	<u>111,669</u>	<u>112,669</u>	<u>112,669</u>
3 Supplies and Materials				
Office Supplies	1,376	2,100	2,100	2,100
Books & Periodicals	413	3,976	3,926	3,926
Health Room Supplies	53,415	97,866	98,416	98,416
Food	310	1,000	1,200	1,200
Other Supplies & Materials	1,347	0	0	0
Object Total	<u>56,860</u>	<u>104,942</u>	<u>105,642</u>	<u>105,642</u>
4 Other Charges				
Local Mileage Reimbursement	6,168	6,000	6,000	6,000
License Fees	2,570	0	0	0
Dues	0	100	100	100
Subscriptions	197	712	712	712
Conferences & Trainings	1,471	2,950	2,950	2,950
Miscellaneous - Other Charges	0	0	0	0
Object Total	<u>10,406</u>	<u>9,762</u>	<u>9,762</u>	<u>9,762</u>
TOTAL STUDENT HEALTH SERVICES	\$3,317,175	\$3,352,248	\$3,457,218	\$3,533,468

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
STUDENT HEALTH SERVICES				
1 Salaries and Wages				
Temporary Classified	\$1,209	\$3,180	\$3,180	\$3,180
Temporary Professional	4,624	6,800	6,068	6,068
Object Total	<u>5,833</u>	<u>9,980</u>	<u>9,248</u>	<u>9,248</u>
2 Contracted Services				
Medical & Dental Fees	3,933	0	0	0
Other Contracted Services	2,039	100	100	100
Object Total	<u>5,973</u>	<u>100</u>	<u>100</u>	<u>100</u>
4 Other Charges				
Local Mileage Reimbursement	0	744	744	744
Miscellaneous-Other Charges	0	75,000	75,000	75,000
Object Total	<u>0</u>	<u>75,744</u>	<u>75,744</u>	<u>75,744</u>
TOTAL STUDENT HEALTH SERVICES	\$11,806	\$85,824	\$85,092	\$85,092

STUDENT HEALTH SERVICES

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

SALARIES AND WAGES		APPROVED BUDGET	
Existing Positions	Full-Time Equivalent		
Professional Positions			
Supervisor - Health Services	1.00		
Registered Nurses	42.10		
Registered Nurse - Floaters	<u>4.50</u>		
Total Professional Positions	47.60	3,040,835	
Classified Positions			
Licensed Practical Nurses	<u>4.20</u>		
Total Classified Positions	4.20	<u>194,726</u>	
Total Positions - Professional and Classified	51.80		3,235,561
Temporary Classified			
To provide for necessary temporary personnel for clerical support, nursing coverage, or when re-certification of existing employees is required.			
a. Flu-Mist Administration (#109)	Restricted	3,180	
b. System wide	Unrestricted	<u>12,765</u>	15,945
Substitute Nurses			
Wages paid to substitutes while the R.N.'s and L.P.N.'s are at training classes or are out sick.			
			15,000
Temporary Professional			
Wages paid on an hourly basis to exempt employees (R.N.'s) to provide assistance due to absences, field trips, and students needing private duty coverage.			
a. NCLBA Title I-A: Targeted Assistance (#020)	Restricted	6,068	
b. System wide	Unrestricted	26,269	
c. School Readiness @ Robert Moton Elem (#031)	Unrestricted	416	
d. Extended School Year Services for Disabled Students (#101).	Unrestricted	<u>2,000</u>	34,753
Professional Educational Add-Ons			
a. Outdoor School (#016)	Unrestricted		10,763
Insurance Opt-Out			
Reimbursement to employees, who choose to opt-out of the health insurance program, per negotiated agreements.			
		<u>2,621</u>	
TOTAL SALARIES AND WAGES			3,314,643

STUDENT HEALTH SERVICES

APPROVED BUDGET

CONTRACTED SERVICES

Printing and Binding

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

730

Consultants

To provide presenters for nursing workshops.

189

Other Contracted Services

- | | | | |
|----|--|--------------|--------------|
| a. | Flu-Mist Administration (#109) | Restricted | 100 |
| b. | To contract for statewide staffing services (nursing agency) and hearing/vision screening with Carroll County Health Department. | Unrestricted | 93,000 |
| c. | To contract regarding services for Automated External Defibrillators. | Unrestricted | 12,750 |
| d. | Extended School Year Services for Disabled Students (#101). | Unrestricted | <u>6,000</u> |

111,850

TOTAL CONTRACTED SERVICES

112,769

SUPPLIES AND MATERIALS

Office Supplies

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

2,100

Books and Periodicals

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

3,926

Health Room Supplies

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

- | | | | |
|----|--|--|-----------|
| a. | System wide | | 62,611 |
| b. | AED (Automated External Defibrillators) (#009) | | 31,790 |
| c. | Outdoor School (#016) | | 1,515 |
| d. | Career & Technology (#029) | | 950 |
| e. | Extended School Year Services for Disabled Students (#101) | | 1,500 |
| f. | Summer School - Middle (#223) | | <u>50</u> |

98,416

Food

Food supplies used within Health Suites.

1,200

TOTAL SUPPLIES AND MATERIALS

105,642

STUDENT HEALTH SERVICES

				APPROVED BUDGET
OTHER CHARGES				
Local Mileage Reimbursement				
To reimburse personnel for carrying out assigned duties.				
a.	Flu-Mist Administration (#109)	Restricted	744	
b.	System wide	Unrestricted	<u>6,000</u>	6,744
Dues				
Dues to professional organizations regarding A&S funds.				
				100
Subscriptions				
To provide subscriptions for health services personnel.				
				712
Conferences & Trainings				
Costs of attending conferences, meetings, in-services, training and other professional development.				
a.	System wide	Unrestricted	2,700	
b.	Outdoor School (#016)	Unrestricted	<u>250</u>	2,950
Miscellaneous - Other Charges				
a.	New/Carryover Grants (Project #800 series)	Restricted	<u>75,000</u>	
TOTAL OTHER CHARGES				85,506
TOTAL STUDENT HEALTH SERVICES				\$3,618,560

Student Transportation Services

Category 05

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

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

Unrestricted Fund Summary		Actual 15-16	Approved 16-17	Approved 17-18	Approved Increase/ (Decrease)	% Change
05 Student Transportation						
1 Salaries	\$	983,108	\$ 1,022,132	\$ 1,086,727	\$ 64,595	6.32%
2 Contracted Services		19,012,909	20,275,203	20,107,792	(167,411)	-0.83%
3 Supplies/Materials		27,506	7,000	7,000	-	0.00%
4 Other Charges		228,284	209,405	220,034	10,629	5.08%
6 Land, Bldg, Equip Replacement		48,417	-	-	-	0.00%
	\$	20,300,224	\$ 21,513,740	\$ 21,421,553	\$ (92,187)	-0.43%
Restricted Fund Summary						
05 Student Transportation						
2 Contracted Services	\$	35,167	\$ 137,116	\$ 141,988	\$ 4,872	3.55%
4 Other Charges		20	-	-	-	0.00%
	\$	35,187	\$ 137,116	\$ 141,988	\$ 4,872	3.55%

Category 05 - Student Transportation

Changes - FY 2018

Non-Restricted Budget Changes

1. Decrease in bus contractor costs (maintenance, fuel, bus depreciation, driver/assistant wages)	\$ (183,411)
2. Net of other miscellaneous line item changes	(1,400)
3. Increase in fleet vehicle maintenance costs	1,000
4. Increase in vehicle insurance costs	12,029
5. Increase in equipment rental and other contracted services	15,000
6. Various salary and wage changes including turnover	17,178
7. Funds to honor negotiated agreements	<u>47,417</u>

Total Non-Restricted Decrease - Category 05 - Student Transportation	(92,187)
---	-----------------

Restricted Budget Net Increase - Category 05 - Student Transportation	<u>4,872</u>
--	---------------------

TOTAL DECREASE - Category 05 - Student Transportation	\$ (87,315)
--	--------------------

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
STUDENT TRANSPORTATION				
Positions				
1. Exempt	7.00	7.00	7.00	7.00
2. Non-Exempt	7.00	7.00	7.00	7.00
Total Positions	14.00	14.00	14.00	14.00
1 Salaries and Wages				
Regular Classified	\$278,729	\$296,033	\$303,378	\$303,378
Temporary Classified	30,739	31,609	31,609	31,609
Overtime Classified	5,363	5,000	5,000	5,000
Longevity Classified	8,438	8,438	17,581	17,581
Regular Professional	656,594	679,831	727,939	727,939
Vacation Payoff	2,025	0	0	0
Insurance Opt-Out	1,220	1,221	1,220	1,220
Object Total	983,108	1,022,132	1,086,727	1,086,727
2 Contracted Services				
Maintenance & Repair of Equipment	50,080	30,000	45,000	45,000
Maintenance & Repair of Vehicles	27,839	20,000	21,000	21,000
Printing & Binding	4,882	2,500	2,500	2,500
Rental of Business Machines	1,637	3,000	3,000	3,000
Medical Examinations	1,380	1,500	1,500	1,500
Student Body Transportation	783,424	756,153	756,338	751,332
Bus Contractors	18,063,566	19,386,550	19,182,960	19,202,960
Parent Reimbursement	40,760	27,000	32,000	32,000
Bus Inspection	16,985	22,000	22,000	22,000
Vandalism Expenses-Buses	759	1,500	1,500	1,500
Other Contracted Services	21,596	25,000	25,000	25,000
Object Total	19,012,909	20,275,203	20,092,798	20,107,792

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
STUDENT TRANSPORTATION - continued				
3 Supplies and Materials				
Vehicle fuel, lube, tires	40	0	0	0
Office Supplies	2,662	2,000	2,000	2,000
Books & Periodicals	791	1,000	1,000	1,000
Vehicle Repair Supplies	0	2,000	2,000	2,000
Food	542	0	0	0
General Supplies	229	0	0	0
Sensitive Items - Non I.T.	17,717	0	0	0
Other Supplies & Materials	5,525	2,000	2,000	2,000
Object Total	27,506	7,000	7,000	7,000
4 Other Charges				
Local Mileage Reimbursement	358	0	0	0
Postage	343	0	0	0
Gasoline	16,493	8,000	8,000	8,000
Dues	760	2,400	2,000	2,000
Subscriptions	0	300	300	300
Conferences & Trainings	8,376	13,000	12,000	12,000
Vehicle Insurance	201,884	185,705	197,734	197,734
Miscellaneous - Other Charges	70	0	0	0
Object Total	228,284	209,405	220,034	220,034
6 Equipment Replacement				
Motor Vehicles	48,417	0	0	0
Object Total	48,417	0	0	0
TOTAL STUDENT TRANSPORTATION	\$20,300,224	\$21,513,740	\$21,406,559	\$21,421,553

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
-------------------	-----------------------------------	-------------------------------	-------------------------------	-------------------------------

STUDENT TRANSPORTATION

2 Contracted Services

Student Body Transportation	\$35,167	\$67,116	\$71,988	\$71,988
Bus Contractors	0	70,000	70,000	70,000
Object Total	<u>35,167</u>	<u>137,116</u>	<u>141,988</u>	<u>141,988</u>

4 Other Charges

Gasoline	20	0	0	
Object Total	<u>20</u>	<u>0</u>	<u>0</u>	<u>0</u>

TOTAL STUDENT TRANSPORTATION	\$35,187	\$137,116	\$141,988	\$141,988
-------------------------------------	----------	-----------	-----------	-----------

STUDENT TRANSPORTATION

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

		APPROVED BUDGET
SALARIES AND WAGES		
	Full-Time Equivalent	
Existing Positions:		
Regular Professional Positions		
Director - Transportation	1.00	
Supervisor - Transportation	1.00	
Area Supervisors - Transportation	3.00	
Transportation Analyst	<u>2.00</u>	
Total Professional Positions	7.00	727,939
Classified Positions		
Clerk Accountant III - 12 Month	1.00	
Clerk II - 12 Month	1.00	
Lead School Vehicle Driver Instructor	1.00	
School Vehicle Driver Instructor	2.00	
Transportation Associate	1.00	
Transportation Routing & Scheduling Associate	<u>1.00</u>	
Total Classified Positions	7.00	<u>303,378</u>
Total Professional and Classified Positions	14.00	1,031,317
Temporary Classified		
To cover cost of non-exempt employees in the summer.		31,609
Overtime Classified		
		5,000
Longevity Classified		
To comply with the longevity provision in the Master Agreement between non-exempt employees and the Board of Education		17,581
Insurance Opt-Out		
Reimbursement to employees who elect to opt-out of the Board of Education's insurance program.		<u>1,220</u>
TOTAL SALARIES AND WAGES		1,086,727

STUDENT TRANSPORTATION

CONTRACTED SERVICES	APPROVED BUDGET
Maintenance & Repair of Equipment	45,000
Maintenance & Repair of Vehicles	21,000
Printing and Binding	
Payments to outside printing companies to provide documents associated with the operations of Student Transportation.	2,500
Rental of Business Machines	3,000
Medical Examinations	
Funds for physical examinations, State mandated drug and alcohol testing of school bus drivers.	1,500
Rental of Motor Vehicles	
Unrestricted	
Funds to transport athletic teams and marching bands.	613,625
Funds to transport regarding fine arts activities.	66,764
Funds to transport for projects:	
a. Perkins Title I-C: Program Improvement (#029)	19,260
b. Families Learning Together (#031)	800
c. CCSGA (Student Government) / Student Leadership (#098)	1,000
d. PRIDE - Elementary (#118)	5,994
e. High School Academic Competition (#147)	5,076
f. Multicultural Curriculum Development (#345)	3,000
g. Career Technology Education - Match (#429)	1,000
Funds to transport students on Instructional Field Trips.	<u>34,813</u>
Total Unrestricted	751,332
Restricted	
g. NCLBA Title I - Part A: Targeted Assistance (#020)	36,562
h. Judy Center Expansion Grant - Elmer Wolfe (#023)	1,000
i. Judith P. Hoyer Early Learning Center (#036)	4,000
j. Judy Center Expansion Grant - Cranberry Station (#063)	1,000
k. CCSGA (Student Government) / Student Leadership (#098)	1,300
l. Summer Enrichment Program (#167)	3,126
n. New Grants (#805)	<u>25,000</u>
Total Restricted	71,988
Total Unrestricted & Restricted	823,320
Bus Contractors	
Payments to private carriers for transporting students to and from school, including regular route contracts and special education contracts. Additionally includes Various Grants Carryover (Restricted).	
Restricted	70,000
Unrestricted	<u>19,202,960</u>
Total Restricted & Unrestricted	19,272,960
Parent Reimbursement	
To reimburse parents for vehicle use to transport students to private and special schools.	32,000

STUDENT TRANSPORTATION

CONTRACTED SERVICES - continued	APPROVED BUDGET
Bus Inspection All school buses, Board-owned and contract, are inspected three times yearly. Outside personnel are employed for these inspections.	22,000
Vandalism Expenses - Buses Payments to repair bus damage pertaining to vandalism.	1,500
Other Contracted Services First Aid training, routing input for computer system, Accu-Weather, Regional Planning Council and Mapping services.	<u>25,000</u>
TOTAL CONTRACTED SERVICES	20,249,780
SUPPLIES AND MATERIALS - Unrestricted	
Office Supplies Stationery, forms, paper.	2,000
Books and Periodicals Purchase of books and periodicals for professional staff.	1,000
Vehicle Repair Supplies Items used to make minor repairs to vehicles.	2,000
Other Supplies & Materials For cleaning and miscellaneous supplies used in connection with transportation.	<u>2,000</u>
TOTAL SUPPLIES AND MATERIALS	7,000
OTHER CHARGES - Unrestricted	
Gasoline Gasoline, oil, and lubricants for Board of Education owned buses and staff vehicles	8,000
Dues & Subscriptions	2,300
Conferences & Trainings Costs of attending conferences, meetings, in-services, training and other professional development.	12,000
Vehicle Insurance Vehicular and liability insurance for school bus program and staff vehicles.	<u>197,734</u>
TOTAL OTHER CHARGES	220,034
TOTAL STUDENT TRANSPORTATION	\$21,563,541

STUDENT TRANSPORTATION

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

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

APPROVED BUDGET

BUS CONTRACTUAL SERVICE

I. Contracted to bus contractors based upon per vehicle allotment, mileage driver time and maintenance costs.			
Restricted	\$98,126		
Unrestricted	<u>13,352,927</u>	\$13,451,053	
II. Excess time and mileage for Special Education transportation non-reimbursable from State of Maryland.			
Unrestricted			5,909,800
III. Contracted Bus Service for Interscholastic, Co-Curricular and Instructional Field Trips.			
Restricted	43,862		
Unrestricted	<u>691,565</u>	<u>735,427</u>	
TOTAL COST OF BUS CONTRACTUAL SERVICE			\$20,096,280

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 15-16	Approved 16-17	Approved 17-18	Approved Increase/ (Decrease)	% Change		
06 Operation of Plant									
1 Salaries	\$	11,304,190	\$	11,346,730	\$	11,813,640	\$	466,910	4.11%
2 Contracted Services		3,034,466		2,959,345		3,041,262		81,917	2.77%
3 Supplies/Materials		1,142,041		1,215,346		1,406,496		191,150	15.73%
4 Other Charges		7,274,034		8,088,391		7,075,431		(1,012,960)	-12.52%
5 Land, Bldg, Equip Additional		175,753		-		-		-	0.00%
6 Land, Bldg, Equip Replacement		290,181		-		-		-	0.00%
	\$	23,220,665	\$	23,609,812	\$	23,336,829	\$	(272,983)	-1.16%
Restricted Fund Summary									
06 Operation of Plant									
2 Contracted Services	\$	7,517	\$	-	\$	-	\$	-	0.00%
3 Supplies/Materials		16,378		20,000		-		(20,000)	-100.00%
4 Other Charges		450		35,000		35,000		-	0.00%
5 Land, Bldg, Equip Additional		58,432		-		-		-	0.00%
	\$	82,777	\$	55,000	\$	35,000	\$	(20,000)	-36.36%

Category 06 - Operation of Plant

Changes - FY 2018

Non-Restricted Budget Changes

1. Reduction in utility costs	\$ (1,000,000)
2. Decrease in general supplies & materials	(60,000)
3. Decrease in telecommunications costs	(40,000)
4. Decrease in maintenance & repair of equipment supplies	(4,850)
5. Net increase in other miscellaneous areas	2,971
6. Increase in maintenance & repair of equipment contracted services	16,042
7. Increase in property & fire insurance	24,069
8. Various salary and wage changes including turnover	52,302
9. Increase in contracted services	65,875
10. Increase in computers and other technology infrastructure devices	256,000
11. Funds to honor negotiated agreements	<u>414,608</u>
Total Non-Restricted Decrease - Category 06 - Operation of Plant	(272,983)

Restricted Budget Net Decrease - Category 06 - Operation of Plant	<u>(20,000)</u>
--	------------------------

TOTAL DECREASE - Category 06 - Operation of Plant	\$ (292,983)
--	---------------------

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
OPERATION OF PLANT				
Positions				
1. Exempt	6.50	6.50	6.50	6.50
2. Non-Exempt	276.10	257.30	257.30	257.30
Total Positions	282.60	263.80	263.80	263.80
 1 Salaries and Wages				
Regular Classified	\$9,694,975	\$9,843,644	\$10,112,776	\$10,337,776
Temporary Classified	283,636	446,290	446,290	453,790
Classified Educational Add-Ons	2,845	2,650	3,978	3,978
Overtime Classified	185,528	214,817	214,817	214,817
Longevity Classified	1,404	1,404	2,922	2,922
Regular Professional	471,285	564,985	504,634	554,634
Temporary Professional	259	0	0	0
Professional Educational Add-Ons	56,366	55,260	56,132	56,132
Security Guards	138,511	113,750	120,750	120,750
Vacation Pay-Off	190,451	200,000	190,000	190,000
Retirement Incentive	275,000	0	0	0
Insurance Opt-Out	3,930	3,930	3,841	3,841
Hiring Turnover (F.T.E.)	0	(100,000)	(125,000)	(125,000)
Object Total	11,304,190	11,346,730	11,531,140	11,813,640
 2 Contracted Services				
Maintenance & Repair of Equipment	878,557	886,295	902,337	902,337
Printing & Binding	12,813	450	450	450
Rental of Business Machines	2,921	3,600	3,600	3,600
Audio-Visual Repair	0	2,000	2,000	2,000
Asbestos Removal	12,600	16,000	16,000	16,000
Medical & Dental Fees	33	0	0	0
Consultants	7,425	0	0	0
Cleaning Services	234,658	270,000	270,000	260,000
Rental of Building & Office Space	1,442,947	1,531,000	1,531,875	1,531,875
Other Contracted Services	442,511	250,000	325,000	325,000
Object Total	3,034,466	2,959,345	3,051,262	3,041,262
 3 Supplies and Materials				
Office Supplies	5,563	9,750	9,750	9,750
Clothing & Footwear	32,960	34,000	34,000	34,000
Custodial Materials	502,417	513,996	513,996	513,996
Books and Periodicals	0	100	100	100
Equipment Maintenance & Repair Supplies	87,209	90,900	86,650	86,650
Real Prop Maint & Rep Supplies	8,450	3,500	2,900	2,900
Food	741	600	600	600
General Supplies	34,211	100,000	40,000	40,000
Audio-Visual Repair Supplies	9,271	6,000	6,000	6,000
Computer Equipment < \$5,000	238,896	334,000	590,000	590,000
Sensitive Items - Non-I.T.	53,169	92,130	30,000	30,000
Other Supplies & Materials	169,156	30,370	92,500	92,500
Object Total	1,142,041	1,215,346	1,406,496	1,406,496

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
OPERATION OF PLANT - continued				
4 Other Charges				
Local Mileage Reimbursement	12,595	20,154	20,225	20,225
License Fees	274,564	238,100	241,000	241,000
Communications	176,814	214,000	174,000	174,000
Heating Fuels	284,634	969,943	269,943	269,943
Gasoline	129	0	0	0
Gas, Electricity and Steam	5,205,697	5,289,782	4,989,782	4,989,782
Dues	836	500	500	500
Subscriptions	0	50	50	50
Water and Sewage	838,228	814,489	814,489	814,489
Conferences & Trainings	3,208	8,400	8,400	8,400
Insurance - Property/Fire	461,662	481,373	505,442	505,442
Insurance - Self-Insurance (Property)	15,318	50,000	50,000	50,000
Miscellaneous - Other Charges	350	1,600	1,600	1,600
Object Total	7,274,034	8,088,391	7,075,431	7,075,431
5 Equipment Additional				
Data Processing Equipment	175,753	0	0	0
Object Total	175,753	0	0	0
6 Equipment Replacement				
Data Processing Equipment	220,781	0	0	0
Motor Vehicles	54,000		0	0
Portable tools and minor equipment	15,400	0	0	0
Object Total	290,181	0	0	0
TOTAL OPERATION OF PLANT	\$23,220,665	\$23,609,812	\$23,064,329	\$23,336,829

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
OPERATION OF PLANT				
2 Contracted Services				
Other Contracted Services	7,517	0	0	0
Object Total	<u>7,517</u>	<u>0</u>	<u>0</u>	<u>0</u>
3 Supplies and Materials				
Office Supplies	60	0	0	0
General Supplies	162	0	0	0
Sensitive items Non - I.T.	9,976	0	0	0
Other Supplies & Materials	6,180	20,000	0	0
Object Total	<u>16,378</u>	<u>20,000</u>	<u>0</u>	<u>0</u>
4 Other Charges				
License Fees	450	0	0	
Miscellaneous - Other Charges	0	35,000	35,000	35,000
Object Total	<u>450</u>	<u>35,000</u>	<u>35,000</u>	<u>35,000</u>
5 Equipment Additional				
Relocatable Classroom	58,432	0	0	0
Object Total	<u>58,432</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL OPERATION OF PLANT	\$82,777	\$55,000	\$35,000	\$35,000

OPERATION OF PLANT

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

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

APPROVED BUDGET

SALARIES AND WAGES

Existing Positions	Full-Time	
Professional Positions	<u>Equivalent</u>	
Supervisor - Operations & Maintenance	0.50	
Assistant Supervisor - Operations & Maintenance	0.50	
Assistant Supervisor - Plant Operations	2.00	
Deputy Supervisor - Operations & Maintenance	0.50	
Coordinator - Environmental Safety	1.00	
Supervisor - School Security	1.00	
User Liaison Specialist	<u>1.00</u>	
Total Professional Positions	6.50	554,634
Classified Positions		
Administrative Assistant - School Security	0.50	
Building Services Manager - Central Office	1.00	
Building Supervisor - Category III	32.00	
Building Supervisor - Category IV	8.00	
Custodian - Category I	166.20	
Custodian - Equipment Repair Technician	1.00	
Driver - Category III	4.60	
Floater Custodian	5.00	
Groundskeeper / Custodian - Category I	4.00	
Information Technology Analyst	10.00	
Lead Network Engineer	3.00	
Network Engineer	3.00	
Secretary III - 12 Month	1.00	
Senior Network Engineer	2.00	
Shift Foreman - Category II	9.00	
Shipping & Receiving Clerk - Category III	1.00	
Systems Administrator	2.00	
Technology Integration Analyst	1.00	
Technology Integration Specialist	2.00	
Telecommunications Engineer	<u>1.00</u>	
Total Classified Positions	257.30	<u>10,337,776</u>
Total Professional and Classified Positions	263.80	10,892,410

OPERATION OF PLANT

SALARIES AND WAGES - CONTINUED	APPROVED BUDGET
Temporary Classified	
Compensation to non-exempt employees on an hourly basis in order to substitute for permanent employees who are on vacation or extended sick leave, and to provide help as the need arises.	453,790
Classified Educational Add-Ons	
Educational Add-Ons for non-exempt employees. Payments for certification for Boiler - Stationary Engineer, per negotiated contract.	3,978
Overtime Classified	
Overtime payments to non-exempt employees	214,817
Longevity - Classified	
To comply with the longevity provision in the Master Agreement between non-exempt employees and the Board of Education.	2,922
Vacation Payoff	
Compensation to non-exempt employees for unused vacation time.	190,000
Professional Educational Add-Ons	56,132
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.	120,750
Insurance Opt-Out	
Reimbursement to employees who elect to opt-out of the Board insurance program.	3,841
Hiring Turnover (F.T.E.)	<u>(125,000)</u>
TOTAL SALARIES AND WAGES	11,813,640

OPERATION OF PLANT

APPROVED BUDGET

CONTRACTED SERVICES

Maintenance and Repair of Equipment

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

902,337

Printing and Binding

Printing of necessary forms used within Operation of Plant.

450

Rental of Business Machines

3,600

Audio-Visual Repair

2,000

Asbestos Removal

Asbestos inspections and awareness training - contract.

16,000

Cleaning Services

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

260,000

Rental of Building and Office Space

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

1,531,875

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.

325,000

TOTAL CONTRACTED SERVICES

3,041,262

OPERATION OF PLANT**APPROVED
BUDGET****SUPPLIES AND MATERIALS****Office Supplies**

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

9,750

Uniforms - Clothing and Footwear

Uniforms for custodial personnel as required by negotiated agreement.

34,000

Custodial Materials

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

513,996

Books and Periodicals

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

100

Equipment Maintenance and Repair Supplies

Parts used to service, repair and maintain custodial and grounds equipment.

Blanket orders: parts monitored by technology services, including cabling services and telephones.

86,650

Real Property Maintenance and Repair Supplies

Supplies used to maintain operation of buildings

2,900

Food

All day in-services for the entire custodial staff.

600

General Supplies

40,000

Audio-Visual Repair Supplies

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

6,000

Computer Equipment < \$5,000

Technology Services

590,000

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.

92,500

TOTAL SUPPLIES AND MATERIALS**1,406,496**

OPERATION OF PLANT

APPROVED BUDGET

OTHER CHARGES

Local Mileage Reimbursement

Payment for mileage incurred for Board related travel by employees. 20,225

License Fees

241,000

Communications

To maintain communication costs for Central Office and schools.

Items include broadband services, Carroll County Public Library -

Internet Services and Arch wireless - pagers. 174,000

Heating Fuels

Payments to firms for heating fuels. 269,943

Gas, Electricity and Steam

Payments to utility companies for gas, electricity for lighting and heating 4,989,782

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.

814,489

Conferences & Trainings

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

8,400

Insurance - Property/Fire

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

505,442

Insurance - Self-Insurance (Property)

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

50,000

OPERATION OF PLANT

APPROVED BUDGET

OTHER CHARGES - Continued

Miscellaneous - Other Charges

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

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

Total Miscellaneous - Other Charges			<u>36,600</u>
--	--	--	---------------

TOTAL OTHER CHARGES

7,110,431

TOTAL OPERATION OF PLANT

\$23,371,829

Maintenance of Plant

Category 07

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

Unrestricted Fund Summary		Actual 15-16	Approved 16-17	Approved 17-18	Approved Increase/ (Decrease)	% Change
07 Maintenance of Plant						
1 Salaries	\$	3,160,754	\$ 3,393,400	\$ 3,511,114	\$ 117,714	3.47%
2 Contracted Services		1,840,333	1,284,240	1,489,640	205,400	15.99%
3 Supplies/Materials		1,017,260	1,231,015	1,045,615	(185,400)	-15.06%
4 Other Charges		154,191	228,339	226,339	(2,000)	-0.88%
5 Land, Bldg, Equip Additional		-	20,000	-	(20,000)	-100.00%
6 Land, Bldg, Equip Replacement		1,125,236	870,718	930,441	59,723	6.86%
	\$	7,297,774	\$ 7,027,712	\$ 7,203,149	\$ 175,437	2.50%
Restricted Fund Summary						
07 Maintenance of Plant						
2 Contracted Services	\$	255,029	\$ 137,261	\$ 137,261	\$ -	0.00%
4 Other Charges		-	35,000	35,000	-	0.00%
	\$	255,029	\$ 172,261	\$ 172,261	\$ -	0.00%

Category 07 - Maintenance of Plant
Changes - FY 2018

Non-Restricted Budget Changes

1. Various salary and wage changes including turnover	\$ (4,209)
2. Net of other miscellaneous line item changes	(2,000)
3. Increase in principal portion of contract payments to Johnson Controls for various energy management initiatives	59,723
4. Funds to honor negotiated agreements	<u>121,923</u>

Total Non-Restricted Increase - Category 07 - Maintenance of Plant	175,437
---	----------------

Restricted Budget Net Change - Category 07 - Maintenance of Plant	<u>-</u>
--	----------

TOTAL INCREASE - Category 07 - Maintenance of Plant	\$ 175,437
--	-------------------

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
MAINTENANCE OF PLANT				
Positions				
1. Exempt	3.50	3.50	3.50	3.50
2. Non-Exempt	68.00	67.00	67.00	67.00
Total Positions	71.50	70.50	70.50	70.50
 1 Salaries and Wages				
Regular Classified	\$2,783,166	\$3,057,645	\$3,090,256	\$3,165,256
Temporary Classified	0	2,039	2,039	2,039
Classified Educational Add-Ons	5,774	5,625	11,373	11,373
Overtime Classified	67,283	63,364	63,364	63,364
Longevity Classified	0	0	1,461	1,461
Vacation Pay-Off	45,304	25,000	25,000	25,000
Regular Professional	234,226	269,727	272,621	272,621
Retirement Incentive	25,000	0	0	0
Hiring Turnover (F.T.E.)	0	(30,000)	(30,000)	(30,000)
Object Total	3,160,754	3,393,400	3,436,114	3,511,114
 2 Contracted Services				
Maintenance & Repair of Equipment	141,448	99,917	99,917	99,917
Maintenance & Repair of Vehicles	49,265	62,598	62,598	62,598
Printing & Binding	35	200	200	200
Rental of Business Machines	25,891	3,020	3,020	3,020
Asbestos Removal	19,325	30,000	25,000	25,000
Maintenance - Grounds	237,438	106,002	282,627	282,627
Maintenance - Buildings	1,251,192	914,654	948,429	948,429
Medical and Dental Fees	280	0	0	0
Consultants	(9,300)	0	0	0
Vandalism Expenses	2,856	4,000	4,000	4,000
Other Contracted Services	121,903	63,849	63,849	63,849
Object Total	1,840,333	1,284,240	1,489,640	1,489,640
 3 Supplies and Materials				
Office Supplies	1,904	4,520	4,520	4,520
Clothing & Footwear	6,475	9,000	9,000	9,000
Books and Periodicals	0	200	200	200
Vehicle Repair Supplies	69,705	65,633	65,633	65,633

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
MAINTENANCE OF PLANT - continued				
3 Supplies and Materials - continued				
Equipment Maintenance & Repair Supplies	99,898	90,904	90,904	90,904
Real Property Maint & Rep Supplies	805,534	972,598	787,198	787,198
Food	166	200	200	200
Security Systems Supplies	4,395	4,023	4,023	4,023
Sensitive Items Non-I.T.	7,115	30,000	30,000	30,000
Vandalism Supplies	3,343	3,937	3,937	3,937
Other Supplies & Materials	18,726	50,000	50,000	50,000
Object Total	1,017,260	1,231,015	1,045,615	1,045,615
4 Other Charges				
Local Mileage Reimbursement	0	150	150	150
License Fees	29,051	32,000	30,000	30,000
Gasoline	117,708	190,094	190,094	190,094
Dues	206	200	200	200
Subscriptions	164	150	150	150
Conferences & Trainings	5,040	3,750	3,750	3,750
Miscellaneous - Other Charges	2,022	1,995	1,995	1,995
Object Total	154,191	228,339	226,339	226,339
5 Equipment Additional				
Storage Shed	0	20,000	0	0
Object Total	0	20,000	0	0
6 Equipment Replacement				
Motor Vehicles	99,332	0	0	0
Machinery	1,019,053	0	0	0
Classroom Furn & Equip	6,850	0	0	0
Machinery/Johnson Controls Equipment	0	870,718	930,441	930,441
Object Total	1,125,236	870,718	930,441	930,441
TOTAL MAINTENANCE OF PLANT	\$7,297,774	\$7,027,712	\$7,128,149	\$7,203,149

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
MAINTENANCE OF PLANT				
2 Contracted Services				
Maintenance - Improvement to Buildings	18,800	137,261	137,261	137,261
Other Contracted Services	<u>236,229</u>	<u>0</u>	<u>0</u>	<u>0</u>
Object Total	255,029	137,261	137,261	137,261
4 Other Charges				
Miscellaneous - Other Charges	<u>0</u>	<u>35,000</u>	<u>35,000</u>	<u>35,000</u>
Object Total	0	35,000	35,000	35,000
TOTAL MAINTENANCE OF PLANT	\$255,029	\$172,261	\$172,261	\$172,261

MAINTENANCE OF PLANT

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

SALARIES & WAGES

APPROVED

	Full-Time Equivalent	<u>BUDGET</u>
Professional Positions		
Supervisor - Operations & Maintenance	0.50	
Assistant Supervisor - Operations & Maintenance	0.50	
Assistant Supervisor - Plant Maintenance	2.00	
Deputy Supervisor - Operations & Maintenance	<u>0.50</u>	
Total Professional Positions	3.50	272,621
Classified Positions		
Audio Visual Technician - Category IV	1.00	
Boiler Mechanic - Category III	1.00	
Boiler Mechanic - Category IV	1.00	
Building Maintenance Mechanic - Category II	1.00	
Building Maintenance Mechanic - Category III	8.00	
Carpenter / General Maintenance - Category III	2.00	
Carpenter / General Maintenance - Category IV	2.00	
Clerk II - 12 Month	1.00	
Dispatcher	1.00	
Electrician / General Maintenance - Category IV	4.00	
Electronic System Tech / General Maintenance - Cat IV	3.00	
General Maintenance - Category II	10.00	
General Maintenance / Mechanic - Category II	2.00	
Grounds Services Manager	1.00	
Groundskeeper / General Maintenance - Category III	1.00	
HVAC Control Technician / General Maintenance	1.00	
HVAC Control Technician / General Maintenance IV	3.00	
IPM Grounds Technician	4.00	
Lead Painter / General Maintenance - Category IV	1.00	
Locksmith / Carpenter/ General Maintenance - Cat IV	1.00	
Mason / General Maintenance - Category IV	1.00	
Painter / General Maintenance - Category II	4.00	
Plumber - Category IV	1.00	
Plumber / General Maintenance - Category III	1.00	
Plumber/General Maintenance - Category IV	1.00	
Preventive / General Maintenance - Category III	4.00	
Refrigeration Mechanic	1.00	
Roofer / Carpenter - Category IV	1.00	
Secretary IV - 12 Month	1.00	
Shipping & Receiving Clerk - Category III	1.00	
Vehicle Mechanic / General Maintenance Category III	1.00	
Vehicle Mechanic / General Maintenance Category IV	<u>1.00</u>	
Total Classified Positions	67.00	<u>3,165,256</u>
Total Professional and Classified Positions	70.50	3,437,877

MAINTENANCE OF PLANT

SALARIES & WAGES - continued	APPROVED BUDGET
Temporary Classified	
Hourly compensated employees who substitute for permanent employees.	2,039
Classified Educational Add-ons	
Payments for certification for Boiler-Stationary Engineers, per negotiated contract.	11,373
Overtime Classified	
Overtime payments to non-exempt employees.	63,364
Longevity - Classified	
To comply with the longevity provision in the Master Agreement between non-exempt employees and the Board of Education.	1,461
Vacation Payoff	
Compensation to employees per Master Agreement between Board of Education and non-exempt employees for unused vacation time.	25,000
Hiring Turnover (F.T.E.)	<u>(30,000)</u>
TOTAL SALARIES AND WAGES	3,511,114
CONTRACTED SERVICES	
Maintenance and Repair of Equipment	
Repair and maintenance services not provided by school system personnel. This includes contracts and agreements covering maintenance for chillers and inspection fees related to fire extinguishers.	99,917
Maintenance and Repair of Vehicles	
Funds allocated for upkeep of vehicles used by staff within multiple departments. Additionally, funds to test and inspect aerial lift trucks.	62,598
Printing and Binding	
Printing of necessary forms used within Maintenance of Plant.	200
Rental of Business Machines	3,020
Asbestos Removal	
Removal of floor and ceiling tile.	25,000
Maintenance: Improvements to Grounds	
Payments to firms and individual contractors for improvements to grounds, such as repair to/replacement of sidewalks, fencing, landscaping, and maintenance/inspection to athletic tracks relating to schools system-wide. Additionally, In-Kind expenses received from Carroll County Government.	282,627

MAINTENANCE OF PLANT

		APPROVED
CONTRACTED SERVICES - continued		<u>BUDGET</u>
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. Requested projects and their proposed costs are detailed under Major Plant Maintenance projects. Items within Plant Maintenance include: inspections and repairs for elevators, folding partitions, and bleachers; handicapped accessibility improvements; and maintenance for electric, plumbing, and roofs.		
Also included is the contract for Johnson Controls performance.		
	Restricted	137,261
	Unrestricted	<u>948,429</u>
		1,085,690
Vandalism Expenses		
Payments to private contractors to repair damages of vandalism.		4,000
Other Contracted Services		
Payments to contractors for services rendered and software upgrade.		<u>63,849</u>
TOTAL CONTRACTED SERVICES		1,626,901
SUPPLIES AND MATERIALS		
Office Supplies		
Items for use by staff within Plant Maintenance.		4,520
Clothing and Footwear		
Uniforms for maintenance personnel as required by negotiated agreement.		9,000
Books and Periodicals		
Purchase manuals and periodicals for use in Plant Maintenance area.		200
Vehicle Repair Supplies		
To repair and maintain vehicles assigned to various departments.		65,633
Equipment Maintenance and Repair Supplies		
Parts used to maintain and repair equipment as initiated by schools on request line, by telephone and scheduled preventive maintenance.		90,904
Real Property Maintenance and Repair Supplies		
Purchase of items used to maintain and repair real property.		
Account includes supplies used for maintenance of land and buildings.		
Items include: water treatment, handicapped accessibility improvements, maintenance to air conditioning, electric, hardware, plumbing, roof and indoor air quality. Account includes preventive maintenance.		
Requested projects and their proposed costs are detailed under major Plant maintenance projects.		787,198
Food		200
Security Systems Supplies (system-wide)		4,023

MAINTENANCE OF PLANT

		APPROVED BUDGET	
SUPPLIES AND MATERIALS - continued			
Sensitive Items - Non I.T.		30,000	
Vandalism Supplies			
Materials purchased to repair damage done by vandals.		3,937	
Other Supplies & Materials			
Expenses related to snow removal.		<u>50,000</u>	
TOTAL SUPPLIES AND MATERIALS		1,045,615	
OTHER CHARGES			
Local Mileage Reimbursement			
Payments for travel incurred by employees.		150	
License Fees		30,000	
Gasoline			
Fuels/lubricants for vehicles utilized by staff within various departments.		190,094	
Dues and Subscriptions			
Dues to professional organizations, i.e. ASBO, and subscriptions to professional magazines and publications.		350	
Conferences & Trainings			
Costs of attending conferences, meetings, in-services, training and other professional development.		3,750	
Miscellaneous Other Charges			
To cover costs for trade licensing fees.	Unrestricted	1,995	
Grant Carryovers (#800)	Restricted	10,000	
New Grants (#805)	Restricted	<u>25,000</u>	
Total Miscellaneous Other Charges			<u>36,995</u>
TOTAL OTHER CHARGES		261,339	
EQUIPMENT REPLACEMENT			
Machinery			
Johnson Controls Equipment		<u>930,441</u>	
TOTAL EQUIPMENT REPLACEMENT		930,441	
TOTAL MAINTENANCE OF PLANT		\$7,375,410	

MAINTENANCE OF PLANT

Plant maintenance projects currently projected/budgeted to occur in FY 2018 are listed below. Priorities may change based on assessed needs and other events or conditions arising throughout the school year.

<u>SCHOOL</u>	<u>DESCRIPTION</u>	<u>PROPOSED COST</u>	
Northwest Middle	Install 11 automatic flush urinal systems	\$	8,250
Francis Scott Key High	Repair stadium area sidewalks		2,500
Runnymede Elementary	Repair or replace exhaust filters in kitchen		2,500
Sandymount Elementary	Install carpet in main office area		3,300
Mechanicsville Elementary	Resurface parking lot	\$ 10,000	
	Remove/abate peeling paint and repaint basement storage room wall	<u>7,500</u>	17,500
Eldersburg Elementary	Repair ceiling of front canopy	3,000	
	Repair cracked sidewalks and install front entrance curb cut	<u>6,500</u>	9,500
Linton Springs Elementary	Install security laminate on school courtyard windows		5,000
Sykesville Middle	Resurface abandoned tennis courts to expand available parking	5,500	
	Install motion detector faucets in bathrooms near cafeteria	<u>4,000</u>	9,500
Carrolltowne Elementary	Repoint building brickwork	10,000	
	Install corrugated metal gas meter surrounds to replace fencing	<u>4,500</u>	14,500
Liberty High	Replace front and gymnasium entrance sidewalks	35,000	
	Repair greenhouse end walls and replace doors	<u>5,000</u>	40,000
Oklahoma Road Middle	Repair crosswalk area of bus loop		2,000
Piney Ridge Elementary	Repair north entrance parking lot		2,500
Manchester Elementary	Repair sidewalks and make ADA accessible	3,000	
	Restore gymnasium floor	<u>20,000</u>	23,000
Manchester Valley High	Repair concrete sidewalks and replace courtyard surface		10,000
East Middle	Expand exclusion room for BEST program	8,000	
	Replace exterior doors	<u>18,000</u>	26,000
West Middle	Install health suite cabinets and bathroom sink	2,800	
	Replace carpet in room 52	<u>3,500</u>	6,300
Winters Mill High	Install roll-down gate on first floor	5,000	
	Pave roadway to shed	<u>7,500</u>	12,500
William Winchester Elementary	Replace classroom door locksets		4,500
Career & Technology Center	Install new swinging door in kitchen	1,200	
	Repair main parking lot	14,000	
	Repave automotive service and collision repair area and repair drain	5,200	
	Install ceiling tiles in renovated building maintenance classroom	<u>1,200</u>	21,600

MAINTENANCE OF PLANT

Plant maintenance projects currently projected/budgeted to occur in FY 2018 are listed below. Priorities may change based on assessed needs and other events or conditions arising throughout the school year.

<u>SCHOOL</u>	<u>DESCRIPTION</u>	<u>PROPOSED COST</u>	
North Carroll Middle	Install sink in office area	7,500	
	Remove top portion of technology education classroom workstations	6,000	
	Remove countertop under technology education classroom whiteboard	<u>1,000</u>	14,500
Hampstead Elementary	Repave play area		20,000
Spring Garden Elementary	Replace intercom system		20,000
Shiloh Middle	Install speakers and emergency beacon in shop classroom		1,500
Winfield Elementary	Replace concrete sidewalk and handicap ramp	2,500	
	Install sidewalk extension to back parking lot	<u>3,500</u>	6,000
Elmer Wolfe Elementary	Install outside drinking water fountain		5,000
Parr's Ridge Elementary	Add an adult bathroom in the nurse's suite		12,000
Mount Airy Elementary	Repair parking lot		15,000
South Carroll High	Install new exterior door in annex building		9,500
Century High	Repair tennis courts	60,000	
	Replace deteriorated fire extinguisher cabinets	1,000	
	Replace ceiling tiles	<u>5,000</u>	66,000
Westminster Elementary	Renovate next set of bathrooms	10,000	
	Repair from entrance sidewalks	<u>19,720</u>	29,720
Robert Moton Elementary	Renovate lobby bathrooms	16,000	
	Create an additional seclusion room	<u>2,500</u>	18,500
Carroll Springs	Complete health room remodel by installing cabinets, sink, etc.	2,500	
	Replace exterior doors and frames	<u>7,000</u>	9,500
Friendship Valley Elementary	Install additional shelving in 2nd/3rd grade common area	5,000	
	Integrate PRIDE phone system with building phone system	2,500	
	Replace administrator office doors with glass window doors	2,500	
	Repair bus loop area sidewalk	<u>5,010</u>	15,010
Cranberry Station Elementary	Replace kindergarten area carpet		6,000
Gateway	Install light on flag pole	2,500	
	Replace plastic physical education storage shed	<u>3,000</u>	5,500
TOTAL			<u>\$ 474,680</u>

Fixed Charges

Category 08

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

Unrestricted Fund Summary		Actual 15-16	Approved 16-17	Approved 17-18	Approved Increase/ (Decrease)	% Change
08 Fixed Charges						
4 Other Charges	\$	67,298,171	\$ 75,354,575	\$ 73,658,797	\$ (1,695,778)	-2.25%
	\$	67,298,171	\$ 75,354,575	\$ 73,658,797	\$ (1,695,778)	-2.25%
Restricted Fund Summary						
08 Fixed Charges						
4 Other Charges	\$	2,765,895	\$ 3,309,417	\$ 3,622,032	\$ 312,615	9.45%
	\$	2,765,895	\$ 3,309,417	\$ 3,622,032	\$ 312,615	9.45%

Category 08 - Fixed Charges

Changes - FY 2018

Non-Restricted Budget Changes

1. Various salary and wage changes including turnover	\$ (1,438,221)
2. Decrease in pension costs	(452,981)
3. Decreases in insurance policies, including workers compensation, liability and vehicle	(391,793)
4. Elimination of 15.0 FTE teacher positions in alignment with decrease in enrollment	(300,000)
5. Net decrease in school system share of increase in employee benefits, including medical and dental insurance	(227,724)
6. Net decrease in other miscellaneous areas	(198,500)
7. Decrease in interest portion of contract payments to Johnson Controls for various energy management initiatives	(30,823)
8. Increase in retiree health insurance	159,609
9. Repurposing rather than eliminating 5.0 FTE teacher positions from above for various positions	100,000
10. Funds to honor negotiated agreements	<u>1,084,655</u>
Total Non-Restricted Decrease - Category 08 - Fixed Charges	(1,695,778)
Restricted Budget Net Increase - Category 08 - Fixed Charges	<u>312,615</u>
TOTAL DECREASE - Category 08 - Fixed Charges	\$ (1,383,163)

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
FIXED CHARGES				
Positions				
None				
4 Other Charges				
Employee Fringe Benefits				
Tuition Reimbursement	\$1,043,768	\$1,200,000	\$1,200,000	\$1,105,000
Employee Retirement	8,579,931	9,399,081	9,441,100	8,942,600
Employee Social Security	13,564,994	15,018,627	14,747,769	14,468,519
Sick Leave Conversion	1,633,363	1,831,613	1,831,613	1,831,613
Insurance - Life	174,509	185,121	149,408	149,408
Insurance - Long Term Disability	45,726	48,287	48,909	48,909
Insurance - Unemployment	93,955	135,000	135,000	135,000
Insurance - Optical	5,222	5,366	4,646	4,646
Insurance - Medical	33,287,581	37,908,864	37,786,882	37,786,882
Insurance - Worker's Compensation	2,453,551	2,868,677	2,770,220	2,365,220
Insurance - Dental	1,024,873	1,149,471	1,079,539	1,079,539
Insurance - Retirees Health	4,888,810	5,039,457	5,199,066	5,199,066
Employee Assistance Program	25,903	28,258	28,258	28,258
Short Term Interest	121,435	92,625	61,802	61,802
Employee Benefit Subsidy	41,860	50,000	50,000	50,000
Flexible Benefit Administration	78,238	125,000	125,000	125,000
Insurances				
General Liability	160,886	170,966	179,514	179,514
Vehicle	57,513	59,512	62,488	62,488
Catastrophic Student Athletic	13,747	33,650	35,333	35,333
Miscellaneous - Other Charges	2,305	5,000	1,500	0
Object Total	67,298,171	75,354,575	74,938,047	73,658,797
TOTAL FIXED CHARGES	\$67,298,171	\$75,354,575	\$74,938,047	\$73,658,797

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
FIXED CHARGES				
4 Other Charges				
Employee Fringe Benefits				
Employee Retirement	\$797,208	\$990,752	\$1,085,692	\$1,101,692
Employee Social Security	531,599	814,285	777,019	785,019
Insurance - Life	5,501	5,746	45,537	45,537
Insurance - Long Term Disability	556	572	622	622
Insurance - Optical	547	582	383	383
Insurance - Medical	1,324,749	1,388,446	1,474,444	1,575,924
Insurance - Worker's Compensation	69,184	66,022	65,825	66,825
Insurance - Dental	36,552	43,012	44,030	46,030
Object Total	<u>2,765,895</u>	<u>3,309,417</u>	<u>3,493,552</u>	<u>3,622,032</u>
 TOTAL FIXED CHARGES	 \$2,765,895	 \$3,309,417	 \$3,493,552	 \$3,622,032

FIXED CHARGES

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

OTHER CHARGES

APPROVED BUDGET

Tuition Reimbursement

Professional and classified employees are eligible for reimbursement for advanced study and training as per the terms of the respective negotiated agreement.

Unrestricted	1,105,000
--------------	-----------

Employee Retirement/Pension

Provides funds for the employer's share of contributions to the State Teacher's and Employee Retirement System and Employee Pension System.

Restricted	1,101,692
Unrestricted	<u>8,942,600</u>
	10,044,292

Employee Social Security

This account includes the required employer contributions for all employees.

Restricted	785,019
Unrestricted	<u>14,468,519</u>
	15,253,538

Sick Leave Conversion

Provides funds for sick leave conversion at retirement or death per terms of the negotiated agreement.

Unrestricted	1,831,613
--------------	-----------

Insurance/Employee Fringe Benefits

This item includes the cost of the general liability business insurance program coverages. This item also includes the costs of insurance premiums for employees' health, life and worker's compensation insurance, unemployment insurance benefits, and medical insurance for retirees.

Insurance	277,335
Employee Fringe Benefits	<u>48,582,249</u>
	48,859,584

Short Term Interest

Johnson Control Energy Savings Equipment Payments

Unrestricted	61,802
--------------	--------

Flexible Benefit Administration

Payments to insurance carrier for annual plan documentation to meet the Internal Revenue Service regulations. Payments to the insurance carrier to maintain Flexible Spending Accounts for all employees. Payments to the consultant for annual review of the fringe benefits offered to employees.

Unrestricted	<u>125,000</u>
--------------	----------------

TOTAL FIXED CHARGES

\$77,280,829

Community Services

Category 10

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

Unrestricted Fund Summary		Actual 15-16	Approved 16-17	Approved 17-18	Approved Increase/ (Decrease)	% Change
10 Community Services						
1 Salaries	\$	267,949	\$ 300,000	\$ 300,000	\$ -	0.00%
	\$	267,949	\$ 300,000	\$ 300,000	\$ -	0.00%
Restricted Fund Summary						
10 Community Services						
1 Salaries	\$	8,108	\$ -	\$ -	\$ -	0.00%
2 Contracted Services		117	2,000	2,000	-	0.00%
3 Supplies/Materials		17,552	5,000	5,000	-	0.00%
4 Other Charges		2,745	125,000	125,000	-	0.00%
	\$	28,522	\$ 132,000	\$ 132,000	\$ -	0.00%

Category 10 - Community Services
Changes - FY 2018

Non-Restricted Budget Changes	
No changes	\$ -
Total Non-Restricted Change - Category 10 - Community Services	-
Restricted Budget Net Change - Category 10 - Community Services	-
TOTAL CHANGE - Category 10 - Community Services	\$ -

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
COMMUNITY SERVICES				
Positions				
None				
1 Salaries and Wages				
Temporary Classified	\$0	\$0	\$0	\$0
Overtime Classified	267,449	300,000	300,000	300,000
Object Total	<u>267,449</u>	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>
2 Contracted Services				
Other Contracted Services	500	0	0	
Object Total	<u>500</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL COMMUNITY SERVICES	\$267,949	\$300,000	\$300,000	\$300,000

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
-------------------	-----------------------------------	-------------------------------	-------------------------------	-------------------------------

COMMUNITY SERVICES

Positions
None

1 Salaries and Wages				
Temporary Classified	\$8,108	\$0	\$0	\$0
Object Total	<u>8,108</u>	<u>0</u>	<u>0</u>	<u>0</u>
2 Contracted Services				
Maint. & Repair of Equipment	117	0	0	
Other Contracted Services	0	2,000	2,000	2,000
Object Total	<u>117</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
3 Supplies and Materials				
Clothing & Footwear	295	0	0	0
Food	377	0	0	0
General Supplies	4,063	0	0	0
Other Supplies & Materials	12,817	5,000	0	5,000
Object Total	<u>17,552</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>
4 Other Charges				
Donations/Memorials	2,523	0	0	0
Miscellaneous - Other Charges	222	125,000	125,000	125,000
Object Total	<u>2,745</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>
TOTAL COMMUNITY SERVICES	\$28,522	\$132,000	\$127,000	\$132,000

COMMUNITY SERVICES

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

		APPROVED BUDGET
SALARIES AND WAGES		
Overtime Classified		
Overtime payments to non-exempt employees who provide custodial support and building security for community use of facilities.	Unrestricted	<u>\$300,000</u>
TOTAL SALARIES AND WAGES		300,000
 CONTRACTED SERVICES		
Other Contracted Services		
Judith P Hoyer Early Learning (#036)	Restricted	<u>2,000</u>
TOTAL CONTRACTED SERVICES		2,000
 SUPPLIES AND MATERIALS		
Other Supplies and Materials		
Tournament of Champions (#096)	Restricted	<u>5,000</u>
TOTAL SUPPLIES AND MATERIALS		5,000
 OTHER CHARGES		
Miscellaneous: Other Charges		
New/Carryover Grants (#800 series)	Restricted	<u>125,000</u>
TOTAL OTHER CHARGES		125,000
 TOTAL COMMUNITY SERVICES		\$432,000

Capital Outlay

Category 11

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

Unrestricted Fund Summary	Actual 15-16	Approved 16-17	Approved 17-18	Approved Increase/ (Decrease)	% Change
11 Capital Outlay					
1 Salaries	\$ 604,622	\$ 634,041	\$ 660,152	\$ 26,111	4.12%
2 Contracted Services	7,923	55,340	55,340	-	0.00%
3 Supplies/Materials	4,763	6,340	6,340	-	0.00%
4 Other Charges	8,481	11,850	11,350	(500)	-4.22%
9 Transfers	-	-	3,350,000	3,350,000	#DIV/0!
	\$ 625,789	\$ 707,571	\$ 4,083,182	\$ 3,375,611	477.07%
Restricted Fund Summary					
11 Capital Outlay					
2 Contracted Services	\$ -	\$ -	\$ -	\$ -	0.00%
	\$ -	\$ -	\$ -	\$ -	0.00%

Category 11 - Capital Outlay
Changes - FY 2018

Non-Restricted Budget Changes

1. Various salary and wage changes including turnover	\$ (3,943)
2. Net of other miscellaneous line item changes	(500)
3. Funds to honor negotiated agreements	30,054
4. Transfer to Capital Improvements Fund (use of Operating Fund Balance)	<u>3,350,000</u>
Total Non-Restricted Increase - Category 11 - Capital Outlay	3,375,611

Restricted Budget Net Change - Category 11 - Capital Outlay	<u>-</u>
--	----------

TOTAL INCREASE - Category 11 - Capital Outlay	\$ 3,375,611
--	---------------------

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
CAPITAL OUTLAY				
Positions				
1. Exempt	6.00	6.00	6.00	6.00
2. Non-Exempt	2.00	2.00	2.00	2.00
Total	8.00	8.00	8.00	8.00
1 Salaries and Wages				
Regular Classified	\$79,326	\$82,085	\$85,371	\$85,371
Temporary Classified	7,503	12,236	12,236	12,236
Classified Educational Add-Ons	300	300	306	306
Longevity Classified	1,411	1,411	2,947	2,947
Regular Professional	514,762	538,009	559,292	559,292
Vacation Payoff	1,320	0	0	0
Object Total	604,622	634,041	660,152	660,152
2 Contracted Services				
Printing and Binding	255	340	340	340
Advertising	(5,521)	1,500	1,500	1,500
Consultants	6,836	40,000	40,000	40,000
Other Contracted Services	6,354	13,500	13,500	13,500
Object Total	7,923	55,340	55,340	55,340
3 Supplies and Materials				
Office Supplies	4,371	5,840	5,940	5,940
Books & Periodicals	149	300	300	300
Food	244	200	100	100
Object Total	4,763	6,340	6,340	6,340
4 Other Charges				
Local Mileage Reimbursement	4,100	7,400	7,400	7,400
Dues	1,340	1,100	1,100	1,100
Conferences & Trainings	3,041	3,350	2,850	2,850
Object Total	8,481	11,850	11,350	11,350
9 Transfers				
Indirect Costs	0	0	0	3,350,000
Object Total	0	0	0	3,350,000
TOTAL CAPITAL OUTLAY	\$625,789	\$707,571	\$733,182	\$4,083,182

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
-------------------	-----------------------------------	-------------------------------	-------------------------------	-------------------------------

CAPITAL OUTLAY

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

TOTAL CAPITAL OUTLAY	\$0	\$0	\$0	\$0
-----------------------------	-----	-----	-----	-----

CAPITAL OUTLAY

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

APPROVED BUDGET

SALARIES AND WAGES		Full-Time Equivalent	
Professional Positions			
Director of Facilities	1.00		
Supervisor - School Construction	1.00		
Construction Project Manager	3.00		
Facilities Planner	<u>1.00</u>		
Total Professional Positions	6.00	559,292	
Classified Positions			
Director's Secretary	1.00		
Secretary III - 12 Month	<u>1.00</u>		
Total Classified Positions	2.00	<u>85,371</u>	
Total Professional and Classified Positions	8.00		644,663
Other Salaries and Wages			
Temporary Classified			12,236
Classified Longevity			2,947
Classified Educational Add-Ons			<u>306</u>
TOTAL SALARIES AND WAGES			660,152
CONTRACTED SERVICES			
Printing and Binding			
To fund forms for School Facilities.			340
Advertising			
To support bidding of Aging School and other projects funded thru grants.			1,500

CAPITAL OUTLAY		APPROVED BUDGET
CONTRACTED SERVICES - continued		
Consultants		
To fund feasibility studies and scope studies including structural investigations, subfloor investigation, design, surveying, and scheduling services, and geotechnical investigations to support paving and resurfacing projects.		40,000
Other Contracted Services		<u>13,500</u>
TOTAL CONTRACTED SERVICES		55,340
SUPPLIES AND MATERIALS		
Office Supplies		
Paper, forms, stationery and general supplies to be used by the Capital Outlay staff.		5,940
Books and Periodicals		
Purchase of books and periodicals for use within Capital Outlay.		300
Food		
Payments for food purchased in connection with meetings held by Capital Outlay.		<u>100</u>
TOTAL SUPPLIES AND MATERIALS		6,340
OTHER CHARGES		
Local Mileage Reimbursement		
To reimburse personnel for fulfilling assigned duties.		7,400
Dues		
Payments for participation in professional organizations.		1,100
Conferences & Trainings		
Costs of attending conferences, meetings, in-services, training and other professional development.		<u>2,850</u>
TOTAL OTHER CHARGES		11,350
TRANSFERS		
Other Out-Going Transfers		<u>3,350,000</u>
TOTAL TRANSFERS		3,350,000
TOTAL CAPITAL OUTLAY		\$4,083,182

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 15-16	Approved 16-17	Approved 17-18	Approved Increase/ (Decrease)	% Change
12 Mid-Level Administration						
1 Salaries	\$	21,921,550	\$ 21,750,163	\$ 22,089,436	\$ 339,273	1.56%
2 Contracted Services		237,064	204,872	249,262	44,390	21.67%
3 Supplies/Materials		304,410	423,478	390,828	(32,650)	-7.71%
4 Other Charges		377,492	522,550	466,973	(55,577)	-10.64%
5 Land, Bldg, Equip Additional		-	6,000	-	(6,000)	-100.00%
6 Land, Bldg, Equip Replacement		7,930	-	-	-	0.00%
	\$	22,848,446	\$ 22,907,063	\$ 23,196,499	\$ 289,436	1.26%
Restricted Fund Summary						
12 Mid-Level Administration						
1 Salaries	\$	179,276	\$ 180,675	\$ 220,132	\$ 39,457	21.84%
2 Contracted Services		7,200	7,300	8,728	1,428	19.56%
3 Supplies/Materials		2,173	2,400	9,350	6,950	289.58%
4 Other Charges		17,090	185,381	188,125	2,744	1.48%
	\$	205,739	\$ 375,756	\$ 426,335	\$ 50,579	13.46%

Category 12 - Mid-Level Administration

Changes - FY 2018

Non-Restricted Budget Changes

1. Various salary and wage changes including turnover	\$ (678,112)
2. Decrease in telecommunications costs	(41,520)
3. Decrease in office supplies & materials	(32,650)
4. Decrease in postage	(19,975)
5. Decrease in purchase of office equipment	(6,000)
6. Net decrease in other miscellaneous areas	(132)
7. Increase in professional development costs	6,050
8. Increase in office equipment rental and other contracted services	44,390
9. Funds to honor negotiated agreements	<u>1,017,385</u>

Total Non-Restricted Increase - Category 12 - Mid-Level Administration	289,436
---	----------------

Restricted Budget Net Increase - Category 12 - Mid-Level Administration	<u>50,579</u>
--	----------------------

TOTAL INCREASE - Category 12 - Mid-Level Administration	\$ 340,015
--	-------------------

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
MID-LEVEL ADMINISTRATION				
Positions				
1. Exempt	150.00	146.00	146.00	146.70
2. Non-Exempt	164.40	156.90	156.90	156.10
Total Positions	314.40	302.90	302.90	302.80
1 Salaries and Wages				
Regular Classified	\$5,778,972	\$5,858,714	\$5,871,382	\$5,871,382
Temporary Classified	55,653	100,769	92,559	92,559
Overtime Classified	8,160	8,200	8,278	8,278
Longevity Classified	19,757	19,757	13,263	13,263
Classified Educational Add-Ons	23,553	24,100	24,354	24,354
Vacation Payoff	385,609	270,000	285,000	285,000
Regular Professional	14,933,381	15,408,677	15,538,089	15,738,089
Temporary Professional	170,757	231,337	241,944	241,944
Professional Educational Add-Ons	26,970	26,880	25,228	25,228
Student Service Coordinators	4,760	4,192	6,672	6,672
Substitute Employees	16,507	2,565	3,916	3,916
Retirement Incentive	492,500	0	0	0
Insurance Opt-Out	4,971	4,972	3,751	3,751
Hiring Turnover (F.T.E.)	0	(210,000)	(225,000)	(225,000)
Object Total	21,921,550	21,750,163	21,889,436	22,089,436
2 Contracted Services				
Printing & Binding	35,258	45,870	40,920	40,920
Advertising	3,868	525	525	525
Rental of Business Machines	104,395	70,233	119,573	119,573
Consultants	1,500	6,000	6,000	6,000
Other Contracted Services	92,043	82,244	82,244	82,244
Object Total	237,064	204,872	249,262	249,262
3 Supplies and Materials				
Office Supplies	138,033	214,543	179,093	179,093
Books & Periodicals	7,423	10,945	10,895	10,895
Food	9,645	10,600	11,500	11,500
Library Media	12,267	5,000	5,000	5,000
General Supplies	6,277	5,550	8,350	8,350
Library Media Supplies	0	2,240	2,240	2,240
Computer Equipment < \$5,000	118,141	170,000	170,000	170,000
Sensitive Items Non-I.T.	4,367	1,100	1,000	1,000
Other Supplies & Materials	8,257	3,500	2,750	2,750
Object Total	304,410	423,478	390,828	390,828

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
MID-LEVEL ADMINISTRATION - continued				
4 Other Charges				
Local Mileage Reimbursement	87,667	106,902	107,610	107,610
License Fees	7,857	10,000	10,000	10,000
Communications	153,417	192,000	150,480	150,480
Postage	62,747	90,255	70,280	70,280
Dues	21,016	43,543	40,343	40,343
Subscriptions	2,058	5,000	4,210	4,210
Employee Retirement & Recognition	6,000	4,000	7,000	7,000
Conferences & Trainings	33,262	70,150	76,200	76,200
Admissions/Entrance Fees	1,928	700	850	850
Donations/Memorials	206	0	0	0
Miscellaneous - Other Charges	1,335	0	0	0
Object Total	<u>377,492</u>	<u>522,550</u>	<u>466,973</u>	<u>466,973</u>
5 Equipment Additional				
Office Machines	0	6,000	0	0
Object Total	<u>0</u>	<u>6,000</u>	<u>0</u>	<u>0</u>
6 Equipment Replacement				
Audio/Visual Equipment	7,930	0	0	0
Object Total	<u>7,930</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL MID-LEVEL ADMINISTRATION	\$22,848,446	\$22,907,063	\$22,996,499	\$23,196,499

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
MID-LEVEL ADMINISTRATION				
Positions				
1. Exempt	2.00	2.00	2.00	2.30
2. Non-Exempt	0.00	0.00	0.00	0.00
Total Positions	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.30</u>
1 Salaries and Wages				
Regular Professional	\$176,075	\$176,075	\$215,764	\$215,764
Temporary Professional	3,201	4,600	4,368	4,368
Object Total	<u>179,276</u>	<u>180,675</u>	<u>220,132</u>	<u>220,132</u>
2 Contracted Services				
Rental Equip/Machinery	0	0	1,428	1,428
Other Contracted Services	7,200	7,300	7,300	7,300
Object Total	<u>7,200</u>	<u>7,300</u>	<u>8,728</u>	<u>8,728</u>
3 Supplies and Materials				
Office Supplies	385	550	4,800	4,800
Books & Periodicals	737	350	2,050	2,050
Food	1,041	1,500	1,500	1,500
Other Supplies & Materials	10	0	1,000	1,000
Object Total	<u>2,173</u>	<u>2,400</u>	<u>9,350</u>	<u>9,350</u>
4 Other Charges				
Local Mileage Reimbursement	1,993	1,833	2,623	2,623
Postage	605	1,398	1,730	1,730
Subscriptions	2,650	2,000	1,922	1,922
Conferences & Trainings	11,842	5,150	6,850	6,850
Miscellaneous - Other Charges	0	175,000	175,000	175,000
Object Total	<u>17,090</u>	<u>185,381</u>	<u>188,125</u>	<u>188,125</u>
TOTAL MID-LEVEL ADMINISTRATION	\$205,739	\$375,756	\$426,335	\$426,335

MID-LEVEL ADMINISTRATION

SALARIES AND WAGES	<u>Full-Time Equivalent</u>	<u>APPROVED BUDGET</u>
Professional Positions - Unrestricted		
Members of the Superintendent's Cabinet		
Assistant Superintendent - Instruction	1.00	
Director - Elementary Schools	1.00	
Director - Middle Schools	1.00	
Director - High Schools	1.00	
Director - Research and Accountability	1.00	
Director - Curriculum & Instructional Resources	<u>1.00</u>	
	6.00	
Office of the Principal		
Principal - Elementary	22.00	
Principal - Middle	8.00	
Principal - High	7.00	
Principal - Gateway	1.00	
Principal - Outdoor School	1.00	
Assistant Principal - Elementary Schools	24.00	
Assistant Principal - Middle Schools	11.00	
Assistant Principal - High Schools	18.00	
Assistant Principal - AEP	1.00	
Coordinator - Facility Use/Activities/Athletics	<u>7.00</u>	
	100.00	
Office of the Principal - Career & Technology Programs		
Principal - Career & Technology Center	1.00	
Assistant Principal - Career & Technology Center	<u>1.00</u>	
	2.00	
Administration & Supervision		
Supervisor - Accountability & Assessment	1.00	
Supervisor - Athletics	1.00	
Supervisor - Elementary Education	6.00	
Supervisor - English Speakers of Other Languages (ESOL)	1.00	
Supervisor - Equity & Community Outreach	1.00	
Supervisor - Student Services & Special Programs	1.00	
Supervisor - Research & Accountability	1.00	
Supervisor - School Counselors	1.00	
Supervisor - Teacher & Leadership Development	1.00	
Content Supervisor - Fine Arts	1.00	
Content Supervisor - Health & Physical Education	1.00	
Content Supervisor - Secondary Mathematics	1.00	
Content Supervisor - Secondary English / Language Arts	1.00	
Content Supervisor - Secondary Science	1.00	
Content Supervisor - Secondary Social Studies	1.00	
Assistant Supervisor - Fine Arts	1.00	
Assistant Supervisor - Health Education	1.00	
Assistant Supervisor - World Languages	1.00	
Coordinator - Secondary Mathematics	1.00	
Coordinator - Secondary Science	1.00	
Coordinator - Social Studies	1.00	
Coordinator - STEM	1.00	
Coordinator - Technology	2.00	
Coordinator - Interpreter & Translator Program	1.00	
Coordinator - Research & Planning	1.00	
Coordinator - Secondary Language Arts	1.00	
Coordinator - Teacher Induction Programs	1.00	
Title 1 Analyst	<u>0.70</u>	
	33.70	

MID-LEVEL ADMINISTRATION

	<u>Full-Time Equivalent</u>	<u>APPROVED BUDGET</u>
SALARIES AND WAGES - continued		
Administration & Supervision - Career & Technology Programs		
Supervisor - Career & Technology Education	1.00	
Assistant Supervisor - Career & Technology Education	1.00	
Coordinator - Career Development	<u>1.00</u>	
	3.00	
Administration & Supervision - Media Support		
Supervisor - Media & Technology	1.00	
Video Production Manager	<u>1.00</u>	
	2.00	
Total Professional Positions - Unrestricted	146.70	15,738,089
Professional Position - Restricted		
Judy Center Coordinator	1.00	
Title 1 Analyst	0.30	
Coordinator - Technology	<u>1.00</u>	
Total Professional Positions - Restricted	2.30	<u>215,764</u>
Total Professional Positions - Unrestricted & Restricted	149.00	15,953,853
Classified Positions - Unrestricted		
Office of the Principal		
Data Clerk II - 10 Month	7.50	
Data Clerk II - 12 Month	2.00	
Clerk I - 10 Month	0.60	
Clerk II - 10 Month	11.50	
Clerk II - 12 Month	72.50	
Clerk III - Judy Center - 12 Month	1.00	
Registrar II - 12 Month	4.00	
Secretary III - 12 Month	1.00	
School Secretary IV - 12 Month	<u>37.00</u>	
	137.10	
Office of the Principal - Career & Technology Programs		
Clerk II - 12 Month	2.00	
School Secretary IV - 12 Month	<u>1.00</u>	
	3.00	
Administration & Supervision		
Director's Secretary	4.00	
Secretary IV - 12 Month	1.00	
Secretary III - 12 Month	8.00	
Administrative Assistant - Equity & Community Outreach	<u>1.00</u>	
	14.00	
Administration & Supervision - Career & Technology Programs		
Secretary III - 12 Month	1.00	
Administration & Supervision - Media Support		
Secretary IV - 12 Month	<u>1.00</u>	
Total Classified Positions - Unrestricted	156.10	<u>5,871,382</u>
Total Professional and Classified Positions	305.10	21,825,235

MID-LEVEL ADMINISTRATION

SALARIES AND WAGES - continued

APPROVED BUDGET

Temporary Classified

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

Office of the Principal

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

Administration & Supervision

a. Director of Elementary Schools	Unrestricted	5,955
-----------------------------------	--------------	-------

Administration & Supervision - Media Support

a. Community and Media Relations	Unrestricted	21,478
b. Media Centers	Unrestricted	<u>4,079</u>
		25,557

Total Temporary Classified

92,559

Vacation Payoff

Office of the Principal	Unrestricted	285,000
-------------------------	--------------	---------

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. NCLB Title I-A: Targeted Assistance (#020)	Restricted	4,368
b. Curriculum	Unrestricted	154,977
c. Director of Elementary Schools	Unrestricted	15,000
d. Volunteer Coordinator	Unrestricted	37,566
e. Community Conferencing	Unrestricted	<u>2,000</u>
		213,911

Administration & Supervision - Career & Technology Programs

a. Perkins Title I-C: Program Improvement (#029)	Unrestricted	10,268
--	--------------	--------

Administration & Supervision - Media Support

a. Media Centers	Unrestricted	3,020
------------------	--------------	-------

Total Temporary Professional

246,312

Professional Education Add-Ons

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

Office of the Principal	Unrestricted	23,758
Office of the Principal - Outdoor School (#016)	Unrestricted	490
Office of the Principal - Career & Technology Programs (#029)	Unrestricted	490
Administration & Supervision - Research and Accountability	Unrestricted	<u>490</u>

25,228

MID-LEVEL ADMINISTRATION

SALARIES AND WAGES - continued

APPROVED BUDGET

Classified Educational Add-Ons

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

Office of the Principal	Unrestricted	21,804	
Office of the Principal - Career & Technology Programs (#029)	Unrestricted	204	
School Readiness @ Robert Moton Elementary (#031)	Unrestricted	612	
Administration & Supervision	Unrestricted	<u>1,734</u>	24,354

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	8,842	
b. Staff Development	Unrestricted	2,947	
c. Director of Elementary Schools	Unrestricted	<u>1,474</u>	13,263

Overtime Classified

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

Administration & Supervision			
a. Director of High Schools	Unrestricted	1,578	
b. Curriculum	Unrestricted	<u>3,700</u>	
		5,278	
Administration & Supervision - Media Support			
a. Community and Media Relations	Unrestricted	<u>3,000</u>	8,278

Student Service Coordinators

Office of the Principal	Unrestricted		6,672
-------------------------	--------------	--	-------

Substitute Employees

Office of the Principal	Unrestricted	1,916	
Administration & Supervision	Unrestricted	<u>2,000</u>	3,916

Insurance Opt-Out

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

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

Hiring Turnover (F.T.E.)

Amount reflects anticipated turnover of mid-level positions.

(225,000)

TOTAL SALARIES AND WAGES

22,309,568

MID-LEVEL ADMINISTRATION

			APPROVED BUDGET
CONTRACTED SERVICES			
Printing and Binding			
Office of the Principal			
Printing of special brochures, forms, letterhead and flyers.			
a. Schools	Unrestricted	19,550	
b. Director of High Schools	Unrestricted	250	
c. Director of Middle Schools - Summer School (#223)	Unrestricted	20	
d. Director of Elementary Schools	Unrestricted	5,000	
e. Technology Services	Unrestricted	<u>15,000</u>	
		39,820	
Administration & Supervision			
Report card envelopes, evaluations and observation forms, letterhead and announcements.			
a. Director of Middle Schools	Unrestricted	800	
b. Curriculum	Unrestricted	<u>200</u>	
		1,000	
Administration & Supervision - Career & Technology			
Printing of special brochures, forms, letterhead and flyers.			
a. Perkins Title I-C: Program Improvement (#029)	Unrestricted	100	
			40,920
Advertising			
Administration & Supervision			
a. Volunteer Program	Unrestricted		525
Rental of Business Machines			
Payments on lease purchase agreements for business machines			
Office of Principal			
a. Schools	Unrestricted	110,573	
Administration & Supervision			
a. NCLB Title I-A: Targeted Assistance (#020)	Restricted	1,428	
b. Director of High Schools	Unrestricted	1,000	
c. Director Of Middle Schools	Unrestricted	1,100	
d. Director of Elementary Schools	Unrestricted	1,300	
e. Perkins Title I-C: Program Improvement (#029)	Unrestricted	1,000	
f. Curriculum	Unrestricted	2,500	
g. Research and Accountability	Unrestricted	<u>2,100</u>	
		10,428	
			121,001
Consultants			
Consultants for general purposes: A&S Program, Essential Curriculum, A&S Retreat and Schools/Instructional Technology			
Administration & Supervision			
a. Director of Elementary Schools	Unrestricted	1,000	
b. Staff Development	Unrestricted	<u>5,000</u>	
			6,000

MID-LEVEL ADMINISTRATION

			APPROVED BUDGET
CONTRACTED SERVICES - continued			
Other Contracted Services			
Office of Principal			
a. High School - Gateway	Unrestricted	240	
b. Technology Services	Unrestricted	<u>75,000</u>	
		75,240	
Administration & Supervision			
a. Judith P. Hoyer Early Learning Center (#036)	Restricted	7,300	
b. Community & Media Relations	Unrestricted	500	
c. General Administration	Unrestricted	2,000	
d. Assistant Superintendent - Instruction	Unrestricted	3,000	
e. Curriculum	Unrestricted	500	
f. Staff Development	Unrestricted	<u>1,004</u>	
		14,304	
			<u>89,544</u>
TOTAL CONTRACTED SERVICES			257,990
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	143,581	
b. Gateway School	Unrestricted	2,900	
c. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	400	
d. Summer School: High (#033)	Unrestricted	15	
e. Student Support Center (#081)	Unrestricted	440	
f. Summer School - Middle (#223)	Unrestricted	<u>100</u>	
		147,436	
Office of the Principal - Career & Technology Programs			
a. Judith P. Hoyer Early Learning Center (#036)	Restricted	200	
b. Perkins Title I-C: Program Improvements (#029)	Unrestricted	<u>1,500</u>	
		1,700	
Administration & Supervision			
a. NCLB Title I-A: Targeted Assistance (#020)	Restricted	4,600	
b. CCSGA (Student Government) / Student Leadership (#098)	Unrestricted	230	
c. System wide	Unrestricted	18,400	
d. Limited English Proficient (#238)	Unrestricted	750	
e. Multicultural Curriculum Development (#345)	Unrestricted	<u>1,500</u>	
		25,480	
Administration & Supervision - Career & Technology Programs			
a. Perkins Title I-C: Program Improvements (#029)	Unrestricted	500	
b. Career Technology Education - Match (#429)	Unrestricted	<u>200</u>	
		700	
Administration & Supervision - Media Support			
a. Community and Media Relations	Unrestricted	6,577	
b. Media Centers	Unrestricted	<u>2,000</u>	
		8,577	
			183,893

MID-LEVEL ADMINISTRATION

			APPROVED BUDGET
SUPPLIES AND MATERIALS - continued			
Books and Periodicals			
Office of the Principal			
a. Schools	Unrestricted	4,450	
Administration & Supervision			
a. NCLB Title I-A: Targeted Assistance (#020)	Restricted	2,050	
b. System wide	Unrestricted	<u>5,895</u>	
		7,945	
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	
			12,945
Food			
Office of the Principal			
a. Judith P. Hoyer Early Learning Center (#036)	Restricted	1,500	
b. Gateway School	Unrestricted	1,200	
c. Outdoor School (#016)	Unrestricted	<u>800</u>	
		3,500	
Administration & Supervision			
Curriculum Council and opening in-service			
a. System wide	Unrestricted	6,800	
b. Multicultural Curriculum Development (#345)	Unrestricted	<u>400</u>	
		7,200	
Administration & Supervision - Career & Technology Programs			
a. Perkins Title I-C: Program Improvements (#029)	Unrestricted	400	
b. Career Technology Education - Match (#429)	Unrestricted	<u>100</u>	
		500	
Administration & Supervision - Media Support			
a. Community and Media Relations	Unrestricted	1,700	
b. Media Centers	Unrestricted	<u>100</u>	
		1,800	
			13,000
Library Media			
To replace/supplement the current library books used by the Resource Center			
Administration & Supervision - Media Support			
a. Media Centers	Unrestricted		5,000
General Supplies			
Administration & Supervision			
a. General Administration	Unrestricted	4,000	
b. Assistant Superintendent - Instruction	Unrestricted	1,000	
c. Martin Luther King Day (#345)	Unrestricted	<u>1,000</u>	
		6,000	
Administration & Supervision - Media Support			
a. Media Centers	Unrestricted	2,350	
			8,350

MID-LEVEL ADMINISTRATION

			APPROVED BUDGET
SUPPLIES AND MATERIALS - continued			
Library Media Supplies			
Film, filmstrips, slides, transparencies and other general supplies			
Administration & Supervision - Media Support			
a. Media Centers	Unrestricted		2,240
Computer Equipment < \$5,000			
Office of the Principal	Unrestricted	140,000	
Administration & Supervision	Unrestricted	<u>30,000</u>	
			170,000
Sensitive Items, Non-I.T.			
Office of the Principal			
a. Elementary School	Unrestricted		1,000
Other Supplies & Materials			
Miscellaneous needs and other program expenses			
Office of the Principal			
a. Project ACES Awards (#091)	Restricted	1000	
b. Schools	Unrestricted	450	
c. Gateway School	Unrestricted	<u>2,000</u>	
		3,450	
Administration & Supervision - Media Support			
a. Media Centers	Unrestricted	300	
			<u>3,750</u>
TOTAL SUPPLIES AND MATERIALS			400,178
OTHER CHARGES			
Local Mileage Reimbursement			
Reimbursement to employees in order to carry out their assigned duties.			
Office of the Principal			
a. Judith P. Hoyer Early Learning Center (#036)	Restricted	500	
b. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	500	
c. Schools (office/administrative personnel)	Unrestricted	35,110	
d. Gateway School	Unrestricted	600	
e. Outdoor School (#016)	Unrestricted	<u>3,200</u>	
		39,910	
Administration & Supervision			
a. NCLB Title I-A: Targeted Assistance (#020)	Restricted	1,270	
b. NCLB Title II-A: Teacher Quality (#062)	Restricted	853	
c. Limited English Proficient (#238)	Unrestricted	500	
d. Multicultural Curriculum Development (#345)	Unrestricted	1,500	
e. System wide	Unrestricted	<u>58,300</u>	
		62,423	
Administration & Supervision - Career & Technology Programs			
a. Perkins Title I I-C: Program Improvement (#029)	Unrestricted	4,000	
Administration & Supervision - Media Support			
a. Community and Media Relations	Unrestricted	2,400	
b. Media Centers	Unrestricted	<u>1,500</u>	
		3,900	
			110,233

MID-LEVEL ADMINISTRATION

			APPROVED BUDGET
OTHER CHARGES - continued			
License Fees			
Office of the Principal	Unrestricted		10,000
Communications			
Services associated with the transmitting and receiving messages and information including telephone and modem. Telephone service for non-school and warehousing operations			
Office of the Principal	Unrestricted		150,480
Postage			
Office of the Principal			
a. NCLB Title I-A: Targeted Assistance (#020)	Restricted	432	
b. Judith P. Hoyer Early Learning Center (#036)	Restricted	1,298	
c. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	700	
d. Schools	Unrestricted	65,080	
e. Gateway School	Unrestricted	1,800	
f. Outdoor School (#016)	Unrestricted	<u>100</u>	
		69,410	
Office of the Principal - Career & Technology Programs			
a. Perkins Title I-C: Program Improvement (#029)	Unrestricted	2,600	
			72,010
Dues and Subscriptions			
Payment for membership in professional organizations and for professional publications			
Office of the Principal			
a. Schools	Unrestricted	18,700	
b. Gateway School	Unrestricted	950	
c. Outdoor School (#016)	Unrestricted	700	
d. A & S Professional Development (#019)	Unrestricted	<u>12,400</u>	
		32,750	
Administration & Supervision			
a. NCLB Title I-A: Targeted Assistance (#020)	Restricted	1,922	
b. System wide	Unrestricted	7,263	
c. A&S Professional Development (#019)	Unrestricted	1,800	
d. Multicultural Curriculum Development (#345)	Unrestricted	<u>350</u>	
		11,335	
Administration & Supervision - Career & Tech Programs (#029)	Unrestricted	350	
Administration & Supervision - Media Support			
a. Community and Media Relations	Unrestricted	650	
b. Media Centers	Unrestricted	<u>1,390</u>	
		2,040	
			46,475
Employee Retirement & Recognition			
Administration & Supervision			
a. System wide	Unrestricted		7,000

MID-LEVEL ADMINISTRATION

			APPROVED BUDGET
OTHER CHARGES - continued			
Conferences & Trainings			
Costs of attending conferences, meetings, in-services, trainings and other professional development			
Office of the Principal			
a.	NCLB Title I-A: Targeted Assistance (#020)	Restricted	2,900
b.	Judith P. Hoyer Early Learning Center (#036)	Restricted	3,700
c.	Schools	Unrestricted	5,200
d.	Gateway School	Unrestricted	3,200
e.	Outdoor School (#016)	Unrestricted	1,000
f.	A & S Professional Development (#019)	Unrestricted	28,000
g.	School Readiness @ Robert Moton Elementary (#031)	Unrestricted	<u>1,000</u>
			45,000
Administration & Supervision			
a.	NCLB Title I -A: Targeted Assistance (#020)	Restricted	250
b.	General Administration	Unrestricted	7,750
c.	Assistant Superintendent - Instruction	Unrestricted	1,000
d.	Director of High Schools	Unrestricted	1,000
e.	Director of Middle Schools	Unrestricted	300
f.	Director of Elementary Schools	Unrestricted	1,200
g.	Student Body Activities	Unrestricted	1,500
h.	Curriculum	Unrestricted	4,700
i.	Staff Development	Unrestricted	4,900
j.	Research and Accountability	Unrestricted	600
k.	A.T.S.P. Professional Development (#018)	Unrestricted	1,000
l.	A & S Professional Development (#019)	Unrestricted	7,550
m.	Limited English Proficient (#238)	Unrestricted	2,300
n.	Multicultural Curriculum Development (#345)	Unrestricted	<u>2,500</u>
			36,550
Administration & Supervision - Career & Technology Programs			
a.	Perkins Title I-C: Program Improvement (#029)	Unrestricted	<u>1,000</u>
			1,000
Administration & Supervision - Media Support			
a.	Media Centers	Unrestricted	500
			83,050
Admissions/Entrance Fees			
Administration & Supervision			
a.	General Administration	Unrestricted	500
b.	Assistant Superintendent - Instruction	Unrestricted	200
c.	Multicultural Curriculum Development (#345)	Unrestricted	<u>150</u>
			850
Miscellaneous - Other Charges			
Various Grants Carryover			
a.	Carryover Account (#800)	Restricted	105,000
b.	New Grants (#805)	Restricted	<u>70,000</u>
			<u>175,000</u>
TOTAL OTHER CHARGES			655,098
TOTAL MID-LEVEL ADMINISTRATION			\$23,622,834

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 15-16	Approved 16-17	Approved 17-18	Approved Increase/ (Decrease)	% Change
13 Special Education					
1 Salaries	\$ 24,663,086	\$ 24,648,032	\$ 26,832,386	\$ 2,184,354	8.86%
2 Contracted Services	2,716,920	2,330,945	2,554,622	223,677	9.60%
3 Supplies/Materials	518,701	263,293	506,975	243,682	92.55%
4 Other Charges	225,510	67,290	68,790	1,500	2.23%
9 Transfers	3,298,116	3,048,000	3,298,000	250,000	8.20%
	\$ 31,422,333	\$ 30,357,560	\$ 33,260,773	\$ 2,903,213	9.56%
Restricted Fund Summary					
13 Special Education					
1 Salaries	\$ 4,513,339	\$ 4,448,196	\$ 4,535,191	\$ 86,995	1.96%
2 Contracted Services	221,548	256,162	218,027	(38,135)	-14.89%
3 Supplies/Materials	77,646	76,857	65,302	(11,555)	-15.03%
4 Other Charges	73,009	1,230,583	1,268,867	38,284	3.11%
9 Transfers	2,970,350	3,000,000	3,200,000	200,000	6.67%
	\$ 7,855,892	\$ 9,011,798	\$ 9,287,387	\$ 275,589	3.06%

Category 13 - Special Education

Changes - FY 2018

Non-Restricted Budget Changes

1. Decrease in supplies and materials	\$ (2,577)
2. Net increase in other miscellaneous areas	1,500
3. Net increase in various contracted services	6,358
4. Repurposing 2.0 FTE reduced in category 02 for Special Education Teachers	90,000
5. Various salary and wage changes including turnover	215,973
6. Increase in payments for non-public school placements	250,000
7. Funds to honor negotiated agreements	950,334
8. Increases to align with projected expenditures for hourly assistants, assistive technology, and contracted services	<u>1,391,625</u>
Total Non-Restricted Increase - Category 13 - Special Education	2,903,213

Restricted Budget Net Increase - Category 13 - Special Education	<u>275,589</u>
---	-----------------------

TOTAL INCREASE - Category 13 - Special Education	\$ 3,178,802
---	---------------------

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
SPECIAL EDUCATION				
Positions				
1. Exempt	292.60	294.28	294.28	294.98
2. Non-Exempt	147.80	146.80	146.80	146.80
Total Positions	<u>440.40</u>	<u>441.08</u>	<u>441.08</u>	<u>441.78</u>
1 Salaries				
Assistants	\$3,340,329	\$3,500,553	\$3,528,952	\$3,528,952
Clerks & Secretaries	158,914	164,637	165,047	165,047
Temporary Classified	2,971,218	2,263,083	3,191,130	3,236,807
Longevity Classified	5,645	5,645	11,790	11,790
Classified Educational Add-Ons	38,955	37,906	36,457	36,457
Classified Vacation Payoff	4,658	0	0	0
Substitute Teachers	415,146	413,100	423,448	431,917
Teachers	15,945,409	16,635,566	17,452,823	17,742,823
Other Professionals	1,185,186	1,261,909	1,187,569	1,287,569
Temporary Other Professionals	64,846	71,275	71,275	72,701
Temporary Educational - Home Teaching	72,592	120,806	120,806	123,222
Temporary Educational - Other	246,791	202,168	202,168	205,680
Educational Add-Ons	55,580	55,480	45,980	45,980
Other Professional Vacation Payoff	9,549	0	0	0
Team Leaders	83,883	81,524	140,008	140,008
Department Chairman	27,000	27,000	25,456	25,456
Student Service Coordinators	4,445	3,144	9,546	9,546
Longevity Teacher	0	0	11,016	11,016
Summer Work	17,092	17,725	18,435	18,435
Insurance Opt-Out	15,850	16,511	13,980	13,980
Hiring Turnover (F.T.E.)	0	(230,000)	(275,000)	(275,000)
Object Total	<u>24,663,086</u> 0	<u>24,648,032</u>	<u>26,380,886</u>	<u>26,832,386</u>
2 Contracted Services				
Maintenance & Repair of Equipment	892	1,000	1,000	1,000
Printing & Binding	1,278	2,700	2,500	2,500
Advertising	406	0	0	0
Rental of Business Machines	31,544	29,564	36,122	36,122
Legal Fees	170,550	90,000	90,000	90,000
Occupational/Physical Therapy	0	1,000	1,000	1,000
Other Contracted Services	2,512,250	2,206,681	2,444,000	2,424,000
Object Total	<u>2,716,920</u>	<u>2,330,945</u>	<u>2,574,622</u>	<u>2,554,622</u>

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
SPECIAL EDUCATION - continued				
3 Supplies and Materials				
Office Supplies	3,957	10,200	9,748	9,748
Books & Periodicals	229	500	500	500
Food	762	1,900	650	650
Textbooks	993	1,000	300	300
Library Media	1,722	1,500	1,500	1,500
General Supplies	440,123	234,618	480,877	480,877
Library Media Supplies	285	200	200	200
Computer Equipment < \$ 5,000	44,399	4,000	4,000	4,000
Sensitive Items Non-I.T.	22,211	7,500	7,000	7,000
Other Supplies & Materials	4,020	1,875	2,200	2,200
Object Total	518,701	263,293	506,975	506,975
4 Other Charges				
Local Mileage Reimbursement	84,570	58,050	58,250	58,250
License Fees	20,562	0	0	0
Postage	4,079	5,050	4,850	4,850
Dues	225	900	1,200	1,200
Subscriptions	1,409	1,040	740	740
Conferences & Trainings	7,137	1,750	3,250	3,250
Insurance LTD	8	0	0	0
Admissions/Entrance Fees	176	500	500	500
Miscellaneous - Other Charges	107,345	0	0	0
Object Total	225,510	67,290	68,790	68,790
9 Transfers				
Other Transfers MD L.E.A.'s	40,236	48,000	48,000	48,000
Other Out-Going Transfers	3,257,880	3,000,000	3,250,000	3,250,000
Object Total	3,298,116	3,048,000	3,298,000	3,298,000
TOTAL SPECIAL EDUCATION	\$31,422,333	\$30,357,560	\$32,829,273	\$33,260,773

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
-------------------	-----------------------------------	-------------------------------	-------------------------------	-------------------------------

SPECIAL EDUCATION

Positions

1. Exempt	40.60	40.60	40.60	40.20
2. Non-Exempt	51.10	52.10	52.10	51.10
Total Positions	<u>91.70</u>	<u>92.70</u>	<u>92.70</u>	<u>91.30</u>

1 Salaries

Assistants	\$1,090,025	\$1,123,734	\$1,217,614	\$1,217,614
Clerks & Secretaries	124,846	126,570	132,970	132,970
Temporary Classified	702,444	645,920	495,500	495,500
Classified Educational Add-Ons	16,105	17,491	15,701	15,701
Longevity Classified	1,404	1,404	2,921	2,921
Substitute Employees	83,075	44,801	61,900	61,900
Teachers	2,406,309	2,429,708	2,509,029	2,509,029
Other Professionals	30,567	30,567	34,504	34,504
Longevity Teacher	0	0	8,353	8,353
Temporary Educational	54,388	24,160	55,389	55,389
Summer Work	500	0	0	0
Insurance Opt-Out	3,677	3,841	1,310	1,310
Object Total	<u>4,513,339</u>	<u>4,448,196</u>	<u>4,535,191</u>	<u>4,535,191</u>

2 Contracted Services

Printing & Binding	1,166	0	1,500	1,500
Rental of Business Machines	2,290	2,309	2,309	2,309
Consultants	0	10,000	0	0
Other Contracted Services	218,091	243,853	214,218	214,218
Object Total	<u>221,548</u>	<u>256,162</u>	<u>218,027</u>	<u>218,027</u>

3 Supplies and Materials

Office Supplies	6,472	0	0	0
General Supplies	70,541	76,857	63,530	65,302
Computer Equipment < \$ 5,000	559	0	0	0
Other Supplies & Materials	74	0	0	0
Object Total	<u>77,646</u>	<u>76,857</u>	<u>63,530</u>	<u>65,302</u>

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
-------------------	-----------------------------------	-------------------------------	-------------------------------	-------------------------------

SPECIAL EDUCATION - continued

4 Other Charges				
Local Mileage Reimbursement	60,755	82,381	70,617	70,617
Conferences & Trainings	10,714	17,100	32,100	32,100
Admissions/Entrance Fees	40	1,200	1,000	1,000
Miscellaneous-Other Charges	1,500	1,129,902	1,165,150	1,165,150
Object Total	<u>73,009</u>	<u>1,230,583</u>	<u>1,268,867</u>	<u>1,268,867</u>
9 Transfers				
Other Out-Going Transfers	2,970,350	3,000,000	3,200,000	3,200,000
Object Total	<u>2,970,350</u>	<u>3,000,000</u>	<u>3,200,000</u>	<u>3,200,000</u>
 TOTAL SPECIAL EDUCATION	 \$7,855,892	 \$9,011,798	 \$9,285,615	 \$9,287,387

SPECIAL EDUCATION

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

The range of educational settings include:

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

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

SALARIES AND WAGES		APPROVED BUDGET	
Existing Positions	Full-Time Equivalent		
Classified Positions			
Classroom Assistants - Restricted			
PRIDE Instructional Assistant	1.00		
Special Education Assistant	24.90		
Special Education Assistant - Autism	3.00		
Special Education Assistant - BEST	3.60		
Special Education Assistant - LFI	6.00		
Special Education Assistant - Vision Impaired	2.00		
Special Education Paraprofessional	6.00		
Special Education Paraprofessional - BEST	<u>1.00</u>		
	47.50	1,217,614	
Classroom Assistants - Unrestricted			
PRIDE Instructional Assistant	1.00		
Special Education Assistant	95.30		
Special Education Assistant - Autism	10.00		
Special Education Assistant - BEST	9.00		
Special Education Assistant - LFI	18.00		
Special Education Assistant - Vision Impaired	3.00		
Special Education Paraprofessional	5.50		
Special Education Paraprofessional - LFI	<u>1.00</u>		
	142.80	<u>3,528,952</u>	
Total Classroom Assistants - Restricted and Non-Restricted	190.30		4,746,566
Clerical Positions - Restricted			
Clerk II - 12 Month	1.00		
Medicaid Reimbursement Technician	1.00		
Secretary III - 12 Month	<u>1.60</u>		
	3.60	132,970	
Clerical Positions - Unrestricted			
Clerk II - 10 Month	1.00		
Director's Secretary	1.00		
School Secretary IV - 12 Month	1.00		
Secretary IV - 12 Month	<u>1.00</u>		
	4.00	<u>165,047</u>	
Total Existing Clerical - Restricted and Non-Restricted	7.60		<u>298,017</u>
Total Classified Positions - Restricted and Non-Restricted	197.90		5,044,583

SPECIAL EDUCATION

SALARIES AND WAGES - continued

**APPROVED
BUDGET**

Professional Positions - Unrestricted

	Full-Time Equivalent	
Director - Special Education	1.00	
Supervisor - Elementary Special Education	2.00	
Supervisor - Secondary Special Education	2.00	
Supervisor - Legal & Compliance	1.00	
Principal - Carroll Springs	1.00	
Coordinator - Autism Program	1.00	
Coordinator - Early Intervention Services	1.00	
Coordinator - Non Public	1.00	
Coordinator - Post Secondary Programs	1.00	
Assistive Technology Consultant	1.00	
Early Intervention Consultant	1.00	
Elementary Special Education Consultant	1.00	
Instructional Consultant - Intervention / Assessments	1.00	
Secondary Special Education Consultant	2.00	
Speech Pathologist	46.20	
Career Tech Support Services	1.00	
Adapted Physical Education	9.38	
Art	0.60	
General Music - Elementary/Middle	0.60	
Infants & Toddlers	2.90	
Interpreter	1.00	
Learning For Independence (LFI) Teacher	28.00	
Math Resource - Elementary	0.40	
Special Education Resource	126.90	
Special Education Resource - Autism	13.00	
Pre-Kindergarten - Special Education Teacher	6.60	
Hearing Impaired	1.00	
Visually Impaired	2.00	
Occupational Therapist	10.80	
Certified Occupational Therapist Assistant	2.00	
Physical Therapist	6.20	
BEST Teacher	<u>19.40</u>	
	294.98	19,030,392

SPECIAL EDUCATION

SALARIES AND WAGES - continued			APPROVED <u>BUDGET</u>
Professional Positions - Restricted	Full-Time <u>Equivalent</u>		
Adapted Physical Education	2.00		
Certified Occupational Therapist Assistant	0.60		
Grants Analyst	0.40		
Hearing Resource	1.00		
Infants & Toddlers	1.80		
Interpreter	1.00		
Learning For Independence (LFI) Teacher	2.00		
Parent Educator	1.00		
Physical Therapist Assistant	1.00		
Special Education Resource	13.60		
Special Education Resource - Autism	2.00		
Special Education Resource - Best	1.00		
Special Education Resource - Pre-Kindergarten	4.40		
Speech Pathologist	7.40		
Special Education Consulting Teacher	<u>1.00</u>		
	40.20	<u>2,543,533</u>	
Total Professional Positions - Unrestricted & Restricted	335.18		<u>21,573,925</u>
Total Special Education Positions	533.08		26,618,508
Temporary Classified - 1:1 Assistants Hourly			
Salaries to non-exempt employees for services rendered on an intermittent or short term basis.			
a. Hourly Assistants 1:1	Unrestricted	3,142,795	
b. Extended School Year Services for Disabled Students (#101)	Unrestricted	<u>94,012</u>	
		3,236,807	
c. IDEA Part B - State Pass-through (#010)	Restricted	490,000	
d. Medicaid - Infants & Toddlers (#066)	Restricted	5,000	
e. IDEA Part B (619) - Infants & Toddlers (#097)	Restricted	<u>500</u>	
		495,500	
			3,732,307
Substitute Teachers			
Wages paid to persons substituting for teachers on sick leave.			
a. Special Education	Unrestricted	431,917	
b. IDEA Part B - State Pass-through (#010)	Restricted	45,000	
c. IDEA Part B - Local Priority Flexibility (#078)	Restricted	15,000	
d. IDEA Part B - Discretionary SECAC (#180)	Restricted	<u>1,900</u>	
			493,817

SPECIAL EDUCATION

SALARIES AND WAGES - continued

APPROVED BUDGET

Home Teaching/Temporary Educational - Other

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

a. Special Education	Unrestricted	48,611
b. Home & Hospital (Level VII) (#113)	Unrestricted	123,222
c. Extended School Year Services for Disabled Students (#101)	Unrestricted	157,069
d. Interpretation & Translation Services (#237)	Unrestricted	<u>72,701</u>
		401,603

e. IDEA Part B - State Passthrough PPPSS (#310)	Restricted	<u>55,389</u>
---	------------	---------------

456,992

Professional Educational Add-Ons

Negotiated salary compensation for additional educational certificate.

Unrestricted	45,980
--------------	--------

Longevity Classified

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

Unrestricted	11,790
Restricted	<u>2,921</u>

14,711

Team Leaders and Department Chairmen

Payments to Special Education Team Leaders and Department Chairmen

Unrestricted	165,464
--------------	---------

Longevity Teachers

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

Unrestricted	11,016
Restricted	<u>8,353</u>

19,369

Student Service Coordinators

Unrestricted	9,546
--------------	-------

Classified Educational Add-Ons

Negotiated salary compensation for education certification.

Unrestricted	36,457
Restricted	<u>15,701</u>

52,158

Summer Work

Negotiated salary compensation for summer work.

Unrestricted	18,435
--------------	--------

Insurance Opt-Out

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

Unrestricted	13,980
Restricted	<u>1,310</u>

15,290

Hiring Turnover (F.T.E.)

Amounts anticipated to be developed through turnover.

Unrestricted	<u>(275,000)</u>
--------------	------------------

TOTAL SALARIES AND WAGES

31,367,577

SPECIAL EDUCATION

			APPROVED BUDGET
CONTRACTED SERVICES			
Maintenance & Repair of Equipment			
a. Specialized School - Carroll Springs School	Unrestricted		1,000
Printing and Binding			
Form costs for school Special Education programs, such as pre-printed I.E.P. forms			
a. Schools	Unrestricted	2,500	
b. IDEA Part B - Local Priority Flexibility (#077)	Restricted	<u>1,500</u>	
			4,000
Business Machine Rental			
Payments on lease purchase agreements for business machines.			
a. Schools including Carroll Springs	Unrestricted	19,178	
b. Special Education	Unrestricted	16,944	
c. IDEA Part B - Infants & Toddlers (#107)	Restricted	<u>2,309</u>	
			38,431
Legal Fees			
a. Special Education	Unrestricted		90,000
Occupational & Physical Therapy			
Individuals who contract as occupational and physical therapists for treatment of students with related conditions.			
a. Extended School Year Services for Disabled Students (#101)	Unrestricted		1,000
Other Contracted Services			
a. Contracted services for speech and language therapy services for extended school year program (#101).	Unrestricted	1,000	
b. Payments to other counties who provide Home & Hospital Teaching to hospitalized Carroll County Public School students. (#113)	Unrestricted	20,000	
c. To offset projected expenditures regarding Public School instruction programs within Special Education.	Unrestricted	<u>2,403,000</u> 2,424,000	
d. Medicaid (Medical Assistance) (#007)	Restricted	90,000	
e. Medicaid - Infants & Toddlers (#066)	Restricted	15,000	
f. IDEA Part B - Local Priority Flexibility (#077)	Restricted	1,018	
g. IDEA Part B - Local Priority Flexibility (#078)	Restricted	42,000	
h. Infants & Toddlers State (#085)	Restricted	65,000	
i. IDEA Part B - Discretionary: SECAC (#180)	Restricted	200	
j. IDEA Part B - State Passthrough PPPSS (#310)	Restricted	<u>1,000</u> 214,218	
			2,638,218
TOTAL CONTRACTED SERVICES			2,772,649

SPECIAL EDUCATION

SUPPLIES AND MATERIALS

APPROVED BUDGET

Office Supplies

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

a. Schools including Carroll Springs	Unrestricted	898
b. Special Education	Unrestricted	7,500
c. Extended School Year Services for Disabled Students (#101)	Unrestricted	350
d. Interpretation and Translation Services (#237)	Unrestricted	<u>1,000</u>

9,748

Books and Periodicals

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

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

500

Food

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

a. Specialized Schools - Carroll Springs	Unrestricted	<u>650</u>
--	--------------	------------

650

Textbooks

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

a. Specialized School	Unrestricted	<u>300</u>
-----------------------	--------------	------------

300

Library Media

a. Carroll Springs School	Unrestricted	1,500
---------------------------	--------------	-------

General Supplies

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

a. Infants & Toddlers IDEA Part C (#026)	Restricted	8,686
b. Medicaid - Infants & Toddlers (#066)	Restricted	15,000
c. IDEA Part B - Local Priority Flexibility (#077)	Restricted	9,500
d. IDEA Part B - Local Priority Flexibility (#078)	Restricted	9,700
e. Infants & Toddlers State (#085)	Restricted	5,900
f. IDEA Part B (619) - Infants & Toddlers (#097)	Restricted	2,694
g. IDEA Part B - Infants & Toddlers (#107)	Restricted	3,586
h. IDEA Part B - Discretionary: SECAC (#180)	Restricted	236
i. IDEA Part B - State Passthrough PPPSS (#310)	Restricted	<u>10,000</u>
		65,302

j. Schools	Unrestricted	173,309
k. Specialized Schools - Carroll Springs & Gateway	Unrestricted	43,500
l. Special Education	Unrestricted	250,000
m. Special Education Autism Program (#012)	Unrestricted	6,000
n. Extended School Year Services for Disabled Students (#101)	Unrestricted	400
o. Home & Hospital Teaching (#113)	Unrestricted	755
p. PRIDE - Elementary (#118)	Unrestricted	<u>6,913</u>
		480,877

546,179

SPECIAL EDUCATION

			APPROVED BUDGET
SUPPLIES AND MATERIALS - continued			
Library Media Supplies			
a. Specialized Schools - Carroll Springs	Unrestricted		200
Computer Equipment < \$5,000			
a. Specialized Schools - Carroll Springs	Unrestricted		4,000
Sensitive Items - Non-I.T.			
a. Specialized Schools - Carroll Springs	Unrestricted		7,000
Other Non-Instructional Supplies & Materials			
a. Specialized Schools - Carroll Springs & Gateway	Unrestricted		<u>2,200</u>
TOTAL SUPPLIES AND MATERIALS			572,277
OTHER CHARGES			
Local Mileage Reimbursement			
Reimbursement to employees in order to carry out assigned duties. It includes itinerant staff, school based personnel and home & hospital students.			
a. Infants & Toddlers IDEA Part C (#026)	Restricted	15,000	
b. Medicaid - Infants & Toddlers (#066)	Restricted	15,000	
c. Infants & Toddlers State (#085)	Restricted	25,000	
d. IDEA Part B (619) - Infants & Toddlers (#097)	Restricted	3,617	
e. IDEA Part B - Infants & Toddlers (#107)	Restricted	9,000	
f. IDEA Part B - State Passthrough PPPSS (#310)	Restricted	<u>3,000</u>	
		70,617	
g. Middle School & High School	Unrestricted	800	
h. Specialized Schools - Carroll Springs & Gateway	Unrestricted	1,250	
i. Special Education	Unrestricted	38,000	
j. Curriculum	Unrestricted	1,000	
k. Extended School Year Services for Disabled Students (#101)	Unrestricted	700	
l. Home & Hospital Teaching (#113)	Unrestricted	15,000	
m. Interpretation and Translation Services (#237)	Unrestricted	<u>1,500</u>	
		58,250	128,867
Postage			
Postage expenses for schools and school projects.			
a. Elementary, Middle & High Schools	Unrestricted	4,200	
b. Carroll Springs School	Unrestricted	550	
c. Extended School Year Services for Disabled Students (#101)	Unrestricted	<u>100</u>	
			4,850
Dues			
Membership in professional organizations.			
a. Carroll Springs School	Unrestricted	100	
b. A & S Professional Development (#019)	Unrestricted	<u>1,100</u>	
			1,200
Subscriptions			
Subscriptions to newspapers, magazines and other publications for classrooms, professional libraries and media centers.			
a. Schools	Unrestricted	540	
b. Carroll Springs School	Unrestricted	<u>200</u>	
			740

SPECIAL EDUCATION

OTHER CHARGES - continued

APPROVED BUDGET

Conferences & Trainings

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

a. IDEA Part B - Local Priority Flexibility (#077)	Restricted	1,500	
b. IDEA Part B - Local Priority Flexibility (#078)	Restricted	30,000	
c. IDEA Part B - NASOSE (#178)	Restricted	<u>600</u>	
		32,100	
d. Carroll Springs School	Unrestricted	500	
e. A & S Professional Development (#019)	Unrestricted	<u>2,750</u>	
		3,250	35,350

Admission Fees

To cover admission fees for special education students.

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

Miscellaneous - Other Charges

a. Medicaid (3-21) (#007)	Restricted	80,000	
b. Medicaid - Infants & Toddlers (#066)	Restricted	150	
c. Various Grant Carryovers (#800)	Restricted	820,000	
d. New Grants (#805)	Restricted	<u>265,000</u>	
			<u>1,165,150</u>

TOTAL OTHER CHARGES

1,337,657

TRANSFERS

Other Transfers MD L.E.A.'s

Payments to other Sate Public School Systems	Unrestricted		48,000
--	--------------	--	--------

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.

Unrestricted	3,250,000	
Restricted	<u>3,200,000</u>	
		<u>6,450,000</u>

TOTAL TRANSFERS

6,498,000

TOTAL SPECIAL EDUCATION

\$42,548,160

Textbooks and Instructional Supplies

Category 16

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

Unrestricted Fund Summary		Actual 15-16	Approved 16-17	Approved 17-18	Approved Increase/ (Decrease)	% Change
16 Textbooks & Instructional Supplies						
3 Supplies/Materials	\$	6,742,993	\$ 7,255,610	\$ 7,278,520	\$ 22,910	0.32%
Restricted Fund Summary						
16 Textbooks & Instructional Supplies						
3 Supplies/Materials	\$	584,712	\$ 849,377	\$ 822,845	\$ (26,532)	-3.12%

Category 16- Textbooks & Instructional Supplies
Changes - FY 2018

Non-Restricted Budget Changes

1. Increase in instructional supplies & materials	\$ 1,473
2. Increase in computer purchases	4,437
3. Increase in textbooks	<u>17,000</u>
Total Non-Restricted Increase - Category 16- Textbooks & Instructional Supplies	22,910

Restricted Budget Net Decrease - Category 16- Textbooks & Instructional Supplies	<u>(26,532)</u>
---	------------------------

TOTAL DECREASE - Category 16- Textbooks & Instructional Supplies	\$ (3,622)
---	-------------------

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
TEXTBOOKS & INSTRUCTIONAL SUPPLIES				
3 Supplies and Materials				
Office Supplies	\$173	\$0	\$0	\$0
Clothing & Footwear	2,265	20,900	19,800	21,300
Books & Periodicals	27,134	29,519	26,319	26,319
Equip Maint & Repair Supplies	102	0	0	0
Food	23,058	48,579	48,179	48,179
Textbooks	1,281,284	1,239,429	1,256,429	1,256,429
Library Media	501,153	503,334	507,742	509,242
General Supplies	2,664,245	3,312,252	3,277,872	3,312,872
Library Media Supplies	80,460	88,528	84,909	84,909
Computer Equipment < \$5,000	1,931,920	1,929,763	1,359,200	1,934,200
Sensitive Items Non - I.T.	143,677	67,456	65,870	65,870
Other Supplies & Materials	87,461	15,850	19,200	19,200
Object Total	6,742,933	7,255,610	6,665,520	7,278,520
 TOTAL TEXTBOOKS & INSTRUCTIONAL SUPPLIES	 \$6,742,933	 \$7,255,610	 \$6,665,520	 \$7,278,520

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
TEXTBOOKS & INSTRUCTIONAL SUPPLIES				
3 Supplies and Materials				
Office Supplies	\$6	\$0	\$0	\$0
Clothing & Footwear	827	0	0	0
Books & Periodicals	8,753	5,803	4,998	4,998
Food	17,695	21,928	24,133	24,133
Textbooks	4,198	21,554	17,550	17,550
Library Media	3,006	0	0	0
General Supplies	173,107	629,538	645,873	650,873
Computer Equipment < \$5,000	309,195	68,156	105,156	105,156
Sensitive Items Non-I.T.	50,491	9,633	4,870	4,870
Other Supplies & Materials	17,435	92,765	15,265	15,265
Object Total	584,712	849,377	817,845	822,845
TOTAL TEXTBOOKS & INSTRUCTIONAL SUPPLIES	\$584,712	\$849,377	\$817,845	\$822,845

TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

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

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

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

SUPPLIES AND MATERIALS

APPROVED BUDGET

Clothing and Footwear

To cover cost of clothing for students.

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

21,300

Books and Periodicals

Purchase of books and periodicals for instructional use.

a. NCLB Title I-A: Targeted Assistance (#020)	Restricted	695	
b. NCLBA Title II-A: Teacher Quality (#062)	Restricted	1,303	
c. Judith P. Hoyer Early Learning Center (#036)	Restricted	<u>3,000</u>	

4,998

d. Schools	Unrestricted	9,500	
f. Student Services	Unrestricted	7,019	
g. Perkins Title I-C: Program Improvement (#029)	Unrestricted	1,800	
h. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	2,000	
i. Pre-Kindergarten (#056)	Unrestricted	500	
j. Limited English Proficient (#238)	Unrestricted	2,500	
k. Multicultural Curriculum Development (#345)	Unrestricted	<u>3,000</u>	

26,319

31,317

TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

**APPROVED
BUDGET**

SUPPLIES AND MATERIALS - continued

Food

a. NCLB Title I-A: Targeted Assistance (#020)	Restricted	9,205	
b. Judith P. Hoyer Early Learning Center (#036)	Restricted	8,800	
c. Continuing Education Fair (#166)	Restricted	300	
d. Community & Family Literacy (#179)	Restricted	500	
e. CASE Summer Institutes (#189)	Restricted	<u>5,328</u>	24,133
f. Student Body Activities	Unrestricted	300	
g. Perkins Title I-C: Program Improvement (#029)	Unrestricted	300	
h. School Readiness - Elementary (#031)	Unrestricted	9,000	
i. Pre-Kindergarten (#056)	Unrestricted	34,920	
j. Carroll County Student Government Association (#098)	Unrestricted	459	
k. Limited English Proficient (#238)	Unrestricted	2,600	
l. Multicultural Curriculum Development (#345)	Unrestricted	<u>600</u>	<u>48,179</u>

72,312

Textbooks

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

a. Perkins Title I-C: Program Improvement (#029)	Restricted	14,550	
b. Perkins CASE Summer Institutes (#139)	Restricted	3,000	17,550
d. Curriculum / System-Wide	Unrestricted	1,234,112	
e. Perkins Title I-C: Program Improvement (#029)	Unrestricted	1,817	
f. High School Drop Out Prevention (#122)	Unrestricted	17,000	
g. Career Technology Education - Match (#429)	Unrestricted	<u>3,500</u>	<u>1,256,429</u>

1,273,979

Library Media

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

a. Schools	Unrestricted	328,348	
b. Resource Centers - System-Wide	Unrestricted	180,684	
c. Outdoor School (#016)	Unrestricted	<u>210</u>	

509,242

TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

**APPROVED
BUDGET**

SUPPLIES AND MATERIALS - continued

General Supplies

Consumable materials:

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

a. NCLB Title I-A: Targeted Assistance (#020)	Restricted	72,242	
b. Judy Center Expansion Grant (#023)	Restricted	3,058	
c. Perkins Title I-C: Program Improvement (#029)	Restricted	9,750	
d. Judith P. Hoyer Early Learning Center (#036)	Restricted	35,323	
e. NCLBA Title II-A: Teacher Quality (#062)	Restricted	500	
f. Judy Center Expansion Grant -Cranberry Station (#063)	Restricted	3,047	
g. Project ACES - Awards (#091)	Restricted	5,000	
h. STEM Support (#095)	Restricted	5,000	
i. Carroll County Student Government Association (#098)	Restricted	330	
j. NCLB Title III-A: English Language Acquisition - LEP (#128)	Restricted	8,925	
k. Perkins: CASE Summer Institutes (#139)	Restricted	20,572	
l. Continuing Education Fair (#166)	Restricted	300	
m. Summer Enrichment Program (#167)	Restricted	2,000	
n. Outdoor School Donations (#174)	Restricted	500	
o. Community & Family Literacy (#179)	Restricted	500	
p. CASE Summer Institutes (#189)	Restricted	881	
q. Fine Arts Initiatives (#305)	Restricted	12,000	
r. Parents as Teachers - Judy Center (#336)	Restricted	5,945	
s. Various Grants Carryover (#800)	Restricted	200,000	
t. New Grants (#805)	Restricted	<u>265,000</u>	650,873
u. Schools	Unrestricted	2,233,672	
v. System Wide	Unrestricted	285,000	
w. Assistant Superintendent - Instruction	Unrestricted	4,000	
x. Director of Middle Schools	Unrestricted	7,700	
y. Gateway School	Unrestricted	53,167	
z. Technology Services	Unrestricted	2,000	
aa. Student Body Activities - Schools	Unrestricted	36,500	
bb. Student Services - Psychological Testing	Unrestricted	44,496	
cc. Fine Arts	Unrestricted	12,500	
dd. Curriculum	Unrestricted	41,429	
ee. Outdoor School (#016)	Unrestricted	10,885	
ff. Serve America Sub-Grant (#024)	Unrestricted	3,000	
gg. Perkins Title I-C: Program Improvement (#029)	Unrestricted	352,995	
hh. Families Learning Together (#031)	Unrestricted	9,800	
ii. Summer School - High (#033)	Unrestricted	157	
jj. Student Support Center (#081)	Unrestricted	<u>1,000</u>	
Subtotal		3,098,301	

TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

**APPROVED
BUDGET**

SUPPLIES AND MATERIALS - continued

General Supplies - continued

kk. Environmental Education Projects (#116)	Unrestricted	3,300		
ll. Middle School Reading and Mathematics Intervention (#119)	Unrestricted	24,291		
mm. High School Dropout Prevention (#122)	Unrestricted	3,000		
nn. Distance Learning (#136)	Unrestricted	500		
oo. High School Academic Competition (#147)	Unrestricted	2,500		
pp. Summer School - Middle (#223)	Unrestricted	15,433		
qq. Limited English Proficient (#238)	Unrestricted	20,130		
rr. Director's Distribution - High School (#271)	Unrestricted	7,500		
ss. Local Intervention Initiatives - High School (#323)	Unrestricted	5,308		
tt. Local Intervention Initiatives - High School (#324)	Unrestricted	5,446		
uu. Local Intervention Initiatives - Targeted Poverty (#325)	Unrestricted	11,329		
vv. Multicultural Curriculum Development (#345)	Unrestricted	1,000		
ww. Career Technology Education - Match (#429)	Unrestricted	<u>114,834</u>		
Subtotal		214,571	<u>3,312,872</u>	3,963,745

Library Media Supplies

Purchase of filmstrips, transparencies, film for schools.

a. Schools	Unrestricted	83,959		
b. Gateway	Unrestricted	<u>950</u>		84,909

Computer Equipment < \$5,000

a. NCLB Title I-A: Targeted Assistance (#020)	Restricted	37,000		
b. Perkins Title I-C: Program Improvement (#029)	Restricted	<u>68,156</u>	105,156	
c. Schools	Unrestricted	30,150		
d. System Wide	Unrestricted	575,000		
e. Technology Services	Unrestricted	1,275,000		
f. Perkins Title I-C: Program Improvement (#029)	Unrestricted	4,050		
g. Career Technology Education - Match (#429)	Unrestricted	<u>50,000</u>	<u>1,934,200</u>	2,039,356

Sensitive Items Non-I.T.

a. NCLB Title I-A: Targeted Assistance (#020)	Restricted	870		
b. Perkins Title I-C: Program Improvement (#029)	Restricted	3,000		
c. Perkins CASE Summer Institutes (#139)	Restricted	1,000	4,870	
d. Schools	Unrestricted	20,370		
e. Perkins Title I-C: Program Improvement (#029)	Unrestricted	10,500		
f. Career Technology Education - Match (#429)	Unrestricted	<u>35,000</u>	<u>65,870</u>	70,740

Other Supplies & Materials

a. Judith P. Hoyer Early Learning Center (#036)	Restricted	200		
b. Education Foundation Legacy Funds - Student Needs (#050)	Restricted	9,000		
c. Carroll County Student Government Association (#098)	Restricted	3,665		
d. Continuing Education Fair (#166)	Restricted	<u>2,400</u>	15,265	
e. Schools	Unrestricted	4,850		
f. Gateway	Unrestricted	300		
g. Student Body Activities	Unrestricted	11,000		
h. Perkins Title I-C: Program Improvement (#029)	Unrestricted	500		
i. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	800		
j. Limited English Proficient (#238)	Unrestricted	250		
k. Multicultural Curriculum Development (#345)	Unrestricted	<u>1,500</u>	<u>19,200</u>	<u>34,465</u>

TOTAL TEXTBOOKS AND INSTRUCTIONAL SUPPLIES

\$8,101,365

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 15-16	Approved 16-17	Approved 17-18	Approved Increase/ (Decrease)	% Change
17 Other Instructional Costs					
2 Contracted Services	\$ 911,608	\$ 1,028,373	\$ 991,626	\$ (36,747)	-3.57%
4 Other Charges	482,481	500,909	536,830	35,921	7.17%
5 Land, Bldg, Equip Additional	31,454	70,000	75,000	5,000	7.14%
6 Land, Bldg, Equip Replacement	28,930	25,000	25,000	-	0.00%
9 Transfers	152,856	227,000	227,000	-	0.00%
	\$ 1,607,329	\$ 1,851,282	\$ 1,855,456	\$ 4,174	0.23%
Restricted Fund Summary					
17 Other Instructional Costs					
2 Contracted Services	\$ 223,029	\$ 242,671	\$ 217,126	\$ (25,545)	-10.53%
4 Other Charges	62,757	472,950	472,950	-	0.00%
5 Land, Bldg, Equip Additional	24,518	51,377	46,149	(5,228)	-10.18%
6 Land, Bldg, Equip Replacement	29,630	165,000	5,000	(160,000)	-96.97%
9 Transfers	26,255	40,704	18,821	(21,883)	-53.76%
	\$ 366,189	\$ 972,702	\$ 760,046	\$ (212,656)	-21.86%

Category 17- Other Instructional Costs
Changes - FY 2018

Non-Restricted Budget Changes

1. Net decrease in various contracted services	\$ (38,247)
2. Net decrease in other miscellaneous areas	(12,779)
3. Increase in classroom furniture and equipment	5,000
4. Increase in instructional software license fees	<u>50,200</u>
Total Non-Restricted Increase - Category 17- Other Instructional Costs	4,174

Restricted Budget Net Decrease - Category 17- Other Instructional Costs	<u>(212,656)</u>
--	-------------------------

TOTAL DECREASE - Category 17- Other Instructional Costs	\$ (208,482)
--	---------------------

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
OTHER INSTRUCTIONAL COSTS				
2 Contracted Services				
Maintenance & Repair of Equipment	\$0	\$1,800	\$0	\$0
Printing & Binding	14,410	20,692	21,292	21,292
Rental of Business Machines	372,653	428,664	405,645	405,645
Consultants	11,565	27,500	30,000	30,000
Laundry & Cleaning	31,806	35,000	35,000	35,000
Test Scoring	66,045	61,831	61,831	61,831
Game Officials	242,622	212,625	212,625	212,625
Outdoor School Meals	17,806	28,000	28,000	28,000
Other Contracted Services	154,702	212,261	197,233	197,233
Object Total	911,608	1,028,373	991,626	991,626
4 Other Charges				
Local Mileage Reimbursement	86,194	125,488	120,163	120,163
License Fees	215,080	152,300	202,500	202,500
Postage	138	0	0	0
Dues	7,491	7,609	8,674	8,674
Subscriptions	68,263	69,957	64,103	62,603
Conferences & Trainings	62,950	83,290	83,390	83,390
Admissions/Entrance Fees	30,959	52,350	52,700	52,700
Donations/Memorials	540	0	0	0
Miscellaneous - Other Charges	10,866	9,915	6,800	6,800
Object Total	482,481	500,909	538,330	536,830
5 Equipment Additional				
Classroom Furniture & Equipment	25,154	70,000	75,000	75,000
Relocatable Classroom	6,300	0	0	0
Object Total	31,454	70,000	75,000	75,000
6 Equipment Replacement				
Classroom Furniture & Equipment	28,930	25,000	25,000	25,000
Object Total	28,930	25,000	25,000	25,000
9 Transfers				
Out-Going Transfers to Other MD LEA's	93,937	45,000	45,000	45,000
Other Out-Going Transfers	58,919	182,000	182,000	182,000
Object Total	152,856	227,000	227,000	227,000
TOTAL OTHER INSTRUCTIONAL COSTS	\$1,607,329	\$1,851,282	\$1,856,956	\$1,855,456

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
OTHER INSTRUCTIONAL COSTS				
2 Contracted Services				
Printing & Binding	\$2,137	\$5,500	\$5,500	\$5,500
Consultants	5,650	7,850	7,900	7,900
Outdoor School Meals	122,360	132,000	132,000	132,000
Other Contracted Services	92,882	97,321	71,726	71,726
Object Total	<u>223,029</u>	<u>242,671</u>	<u>217,126</u>	<u>217,126</u>
4 Other Charges				
Local Mileage Reimbursement	5,167	13,814	13,804	13,804
Dues	1,062	240	490	490
Conferences & Trainings	47,988	73,796	70,006	70,006
Admissions/Entrance Fees	7,671	4,900	8,150	8,150
Donations/Memorials	250	0	0	0
Miscellaneous - Other Charges	620	380,200	380,500	380,500
Object Total	<u>62,757</u>	<u>472,950</u>	<u>472,950</u>	<u>472,950</u>
5 Equipment Additional				
Classroom Furniture & Equipment	24,518	51,377	46,149	46,149
Object Total	<u>24,518</u>	<u>51,377</u>	<u>46,149</u>	<u>46,149</u>
6 Equipment Replacement				
Classroom Furniture & Equipment	29,630	165,000	5,000	5,000
Object Total	<u>29,630</u>	<u>165,000</u>	<u>5,000</u>	<u>5,000</u>
9 Transfers				
Other Out-Going Transfers	26,255	40,704	18,821	18,821
Object Total	<u>26,255</u>	<u>40,704</u>	<u>18,821</u>	<u>18,821</u>
TOTAL OTHER INSTRUCTIONAL COSTS	\$366,189	\$972,702	\$760,046	\$760,046

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.

CONTRACTED SERVICES

APPROVED BUDGET

Printing and Binding

Most of the duplicating work is done in the schools or in the Central Office Print Room, but some special work is contracted with local printers. This is for report cards, high school brochures, certificate programs, revised elementary and middle school activities of studies, and parent permission forms for student activities.

a. Judith P. Hoyer Early Learning Center (#036)	Restricted	5,500	
b. Schools	Unrestricted	6,500	
c. Director of High Schools	Unrestricted	10,192	
d. Student Body Activities	Unrestricted	1,000	
e. Curriculum	Unrestricted	450	
f. Outdoor School (#016)	Unrestricted	900	
g. Perkins Title I-C: Program Improvement (#029)	Unrestricted	750	
h. School Readiness - Elementary (#031)	Unrestricted	<u>1,500</u>	<u>21,292</u>
			26,792

Rental of Business Machines

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

a. Schools	Unrestricted	368,571	
b. Student Services	Unrestricted	2,000	
c. Media/Resource Center	Unrestricted	2,712	
d. Outdoor School (#016)	Unrestricted	950	
e. Perkins Title I-C: Program Improvement (#029)	Unrestricted	24,000	
f. School Readiness @ Robert Moton Elementary (#031)	Unrestricted	3,732	
g. Student Support Center (#081)	Unrestricted	2,580	
h. PRIDE - Elementary (#118)	Unrestricted	<u>1,100</u>	
			405,645

Consultants

Individuals are utilized in in-service certification of teachers in special areas, summer workshops for teachers, staff development and to focus on particular areas of improvement.

a. Fine Arts Initiatives (#305)	Restricted	650	
b. Ready for Kindergarten for Preschool (#212)	Restricted	4,400	
c. NCLBA Title III: English Language Acquisition (#128)	Restricted	<u>2,850</u>	7,900
d. Fine Arts	Unrestricted	11,500	
e. Curriculum	Unrestricted	2,500	
f. Limited English Proficient (#238)	Unrestricted	3,000	
g. Multicultural Curriculum Development (#345)	Unrestricted	12,500	
h. Career Technology Education - Match (#429)	Unrestricted	<u>500</u>	<u>30,000</u>
			37,900

OTHER INSTRUCTIONAL COSTS

APPROVED BUDGET

CONTRACTED SERVICES - continued

Laundry and Cleaning

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

a. Student Body Activities	Unrestricted		35,000
----------------------------	--------------	--	--------

Test Scoring

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

Game Officials

To cover the cost of officials for various student sports.

a. Student Body Activities	Unrestricted		212,625
----------------------------	--------------	--	---------

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. Judith P. Hoyer Early Learning Center (#036)	Restricted	15,000	
b. NCLB Title III-A: English Language Acquisition-LEP (#128)	Restricted	12,670	
c. Substance Abuse Screening (#159)	Restricted	12,000	
d. Continuing Education Fair (#166)	Restricted	6,000	
e. CASE Summer Institutes (#189)	Restricted	<u>26,056</u>	71,726
f. Gateway School	Unrestricted	25,000	
g. Student Body Activities	Unrestricted	93,600	
h. Fine Arts	Unrestricted	3,060	
i. Curriculum	Unrestricted	30,573	
j. Student Personnel Services/ All Levels	Unrestricted	2,500	
k. Perkins Title I-C: Program Improvement (#029)	Unrestricted	6,500	
l. ADA Accommodations (#090)	Unrestricted	15,000	
m. Limited English Proficient (#238)	Unrestricted	1,000	
n. Multicultural Curriculum Development (#345)	Unrestricted	15,000	
o. Career Technology Education - Match (#429)	Unrestricted	<u>5,000</u>	<u>197,233</u>
			<u>268,959</u>

TOTAL CONTRACTED SERVICES

1,208,752

OTHER INSTRUCTIONAL COSTS

APPROVED BUDGET

OTHER CHARGES

Local Mileage Reimbursement

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

a. NCLBA Title I-A: Targeted Assistance (#020)	Restricted	840	
b. NCLBA Title II-A: Teacher Quality (#062)	Restricted	1,624	
c. Judith P. Hoyer Early Learning Center (#036)	Restricted	6,000	
d. Judy Center Expansion - Elmer Wolfe (#023)	Restricted	1,000	
e. Judy Center Expansion - Cranberry Station (#063)	Restricted	1,000	
f. Parents As Teachers (PAT) - Judy Center (#336)	Restricted	<u>3,340</u>	13,804
g. Schools	Unrestricted	6,225	
h. Gateway	Unrestricted	500	
i. Curriculum	Unrestricted	21,600	
j. Student Services - Guidance	Unrestricted	10,000	
k. Student Services - Psychological Testing	Unrestricted	19,000	
l. Staff Development	Unrestricted	5,500	
m. Outdoor School (#016)	Unrestricted	2,000	
n. Serve America Sub-Grant (#024)	Unrestricted	163	
o. Perkins Title I-C: Program Improvement (#029)	Unrestricted	11,100	
p. Families Learning Together (#031)	Unrestricted	5,600	
q. Pre-Kindergarten (#056)	Unrestricted	500	
r. Carroll County Student Government Association (#098)	Unrestricted	275	
s. Home & Hospital Teaching (#113)	Unrestricted	15,000	
t. Interpretation and Translation Services (#237)	Unrestricted	1,500	
u. Limited English Proficient (#238)	Unrestricted	20,000	
v. Transitions Project (#361)	Unrestricted	1,000	
w. Career Technology Education - Match (#429)	Unrestricted	<u>200</u>	<u>120,163</u>
			133,967

License Fees

a. Technology Services	Unrestricted	200,000	
b. Curriculum	Unrestricted	2,000	
c. Career Technology Education - Match (#429)	Unrestricted	<u>500</u>	
			202,500

Dues

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

a. NCLBA Title I-A: Targeted Assistance (#020)	Restricted	250	
b. NCLB Title III-A: English Language Acquisition-LEP (#128)	Restricted	<u>240</u>	490
b. Schools	Unrestricted	625	
c. Student Services - Guidance	Unrestricted	2,000	
d. Staff Development	Unrestricted	500	
e. Outdoor School (#016)	Unrestricted	400	
f. A&S Professional Development	Unrestricted	1,740	
g. Perkins Title I-C: Program Improvement (#029)	Unrestricted	925	
h. Carroll County Student Government Association (#098)	Unrestricted	184	
i. Career Technology Education - Match (#429)	Unrestricted	<u>2,300</u>	<u>8,674</u>
			9,164

OTHER INSTRUCTIONAL COSTS

APPROVED BUDGET

OTHER CHARGES - continued

Subscriptions

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

a. Schools	Unrestricted	54,520	
b. Gateway	Unrestricted	1,710	
c. Student Services - Guidance	Unrestricted	1,121	
d. Student Services - Psychological Testing	Unrestricted	202	
e. Outdoor School (#016)	Unrestricted	650	
f. Perkins Title I-C: Program Improvement (#029)	Unrestricted	<u>4,400</u>	

62,603

Conferences & Trainings

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

a. NCLBA Title I-A: Targeted Assistance (#020)	Restricted	1,810	
b. Perkins Title I-C: Program Improvement (#029)	Restricted	1,673	
c. Judith P. Hoyer Early Learning Center (#036)	Restricted	12,000	
d. Judy Center Expansion - Elmer Wolfe (#023)	Restricted	641	
e. CTE Reserve Fund Project (#129)	Restricted	50,762	
f. Judy Center Expansion - Cranberry Station (#063)	Restricted	1,200	
g. NCLB Title III-A: English Language Acquis. - LEP (#128)	Restricted	<u>1,920</u>	70,006
h. Schools	Unrestricted	6,350	
i. Student Personnel Services	Unrestricted	4,700	
j. Curriculum	Unrestricted	7,000	
k. Staff Development	Unrestricted	7,300	
l. Gateway School	Unrestricted	2,700	
m. Outdoor School (#016)	Unrestricted	3,000	
n. A&S Professional Development (#019)	Unrestricted	4,350	
o. Perkins Title I-C: Program Improvement (#029)	Unrestricted	8,000	
p. Families Learning Together (#031)	Unrestricted	9,600	
r. Interpretation and Translation Services (#237)	Unrestricted	7,240	
s. Limited English Proficient (#238)	Unrestricted	2,150	
t. Multicultural Curriculum Development (#345)	Unrestricted	3,000	
u. Career Technology Education - Match (#429)	Unrestricted	<u>18,000</u>	<u>83,390</u>

153,396

OTHER INSTRUCTIONAL COSTS

APPROVED BUDGET

OTHER CHARGES - continued

Admission Fees

a. NCLBA Title I-A: Targeted Assistance (#020)	Restricted	6,650		
b. Ed. Foundation Legacy for Unmet Student Needs (#050)	Restricted	1,000		
c. Community and Family Literacy (#179)	Restricted	<u>500</u>	8,150	
d. Gateway School	Unrestricted	3,700		
e. Concurrent Enrollment	Unrestricted	25,000		
f. Student Body Activities	Unrestricted	3,500		
g. In-Kind Services from Carroll County Government (#052)	Unrestricted	20,000		
h. Limited English Proficient (#238)	Unrestricted	<u>500</u>	<u>52,700</u>	
				60,850

Miscellaneous Other Charges

a. Community and Family Literacy (#179)	Restricted	500		
b. Various Grants Carryover (#800)	Restricted	300,000		
c. New Grants (#805)	Restricted	<u>80,000</u>	380,500	
d. Gateway School	Unrestricted	500		
e. Student Services - Guidance	Unrestricted	5,000		
f. Outdoor School (#016)	Unrestricted	100		
g. Perkins Title I-C: Program Improvement (#029)	Unrestricted	<u>1,200</u>	<u>6,800</u>	<u>387,300</u>

TOTAL OTHER CHARGES

1,009,780

EQUIPMENT ADDITIONAL

Classroom Furniture and Equipment

a. Perkins Title I-C: Program Improvement (#029)	Restricted	46,149	46,149	
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>121,149</u>

TOTAL EQUIPMENT ADDITIONAL

121,149

OTHER INSTRUCTIONAL COSTS

APPROVED BUDGET

EQUIPMENT REPLACEMENT

Classroom Furniture & Equipment

a. Fine Arts Initiative (#305)	Restricted	5,000	
b. Career Technology Education - Match (#429)	Unrestricted	<u>25,000</u>	

TOTAL EQUIPMENT REPLACEMENT

30,000

TRANSFERS

Out-Going Transfers to Other MD LEA's

Student Personnel Services:

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

Other Out-Going Transfers

a. NCLBA Title I-A: Targeted Assistance (#020)	Restricted	3,367	
b. NCLBA Title II-A: Teacher Quality (#062)	Restricted	<u>15,454</u>	18,821
c. Adjudicated Youth Placement costs	Unrestricted	<u>182,000</u>	<u>200,821</u>

TOTAL TRANSFERS

245,821

TOTAL OTHER INSTRUCTIONAL COSTS

\$2,615,502



Section III

Debt Service Fund & Food Service Fund

Debt Service Fund

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

Debt Service Fund Summary	Actual 15-16	Approved 16-17	Approved 17-18	Approved Increase/ (Decrease)	% Change
14 Debt Service					
Interest - Local Share	\$ 3,943,866	\$ 3,744,000	\$ 3,630,500	\$ (113,500)	-3.03%
Principal - Local Share	8,634,913	8,293,000	7,671,530	(621,470)	-7.49%
Total Debt Service	\$ 12,578,779	\$ 12,037,000	\$ 11,302,030	\$ (734,970)	-6.11%

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
REVENUES				
Sources of Funding				
Local Government	\$ 12,578,779	\$ 12,037,000	\$ 11,302,050	\$ 11,302,030
TOTAL FUNDING	<u>\$ 12,578,779</u>	<u>\$ 12,037,000</u>	<u>\$ 11,302,050</u>	<u>\$ 11,302,030</u>
 EXPENDITURES				
Debt Service				
Interest - Local Share	\$ 3,943,866	\$ 3,744,000	\$ 3,630,500	\$ 3,630,500
Principal - Local Share	8,634,913	8,293,000	7,671,550	7,671,530
TOTAL DEBT SERVICE	<u>\$ 12,578,779</u>	<u>\$ 12,037,000</u>	<u>\$ 11,302,050</u>	<u>\$ 11,302,030</u>

Food Service Fund

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

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

Food Service Fund Summary	Actual 15-16	Approved 16-17	Approved 17-18	Approved Increase/ (Decrease)	% Change
08 Fixed Charges					
4 Other Charges	\$ 1,131,703	\$ 1,237,244	\$ 1,101,990	\$ (135,254)	-10.93%
09 Food Services					
1 Salaries	2,167,132	2,188,407	2,176,814	(11,593)	-0.53%
2 Contracted Services	22,010	22,000	40,000	18,000	81.82%
3 Supplies/Materials	2,572,597	2,550,000	2,696,196	146,196	5.73%
4 Other Charges	15,208	15,500	15,000	(500)	-3.23%
5 Land, Bldg, Equip Additional	-	20,000	50,000	30,000	150.00%
6 Land, Bldg, Equip Replacement	71,554	65,000	200,000	135,000	207.69%
	\$ 5,980,204	\$ 6,098,151	\$ 6,280,000	\$ 181,849	2.98%

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

(Table 1-F)

	FOOD SERVICE FUND REVENUES	APPROVED REVENUE 2015-16	APPROVED REVENUE 2016-17	APPROVED REVENUE 2017-18	INCREASE / (DECREASE) FROM 2016-17	PERCENT CHANGE FROM 2016-17
I.	Local Revenue	0	0	0	0	0.00%
	Total Local Revenue	0	0	0	0	0.00%
II.	Sale School Lunches/Various					
1.	Child Breakfast	114,782	110,000	105,000	(5,000)	-4.55%
2.	Child Lunch	1,827,866	1,750,000	1,850,000	100,000	5.71%
3.	A La Carte	1,058,261	1,000,000	1,100,000	100,000	10.00%
4.	Early Childhood Programs	13,689	12,000	12,000	-	0.00%
5.	Miscellaneous	174,296	71,151	48,000	(23,151)	-32.54%
6.	State Breakfast/Lunch	104,600	85,000	80,000	(5,000)	-5.88%
7.	U.S.D.A. Commodities	423,067	370,000	400,000	30,000	8.11%
8.	Federal Lunch	2,075,703	2,150,000	2,100,000	(50,000)	-2.33%
9.	Federal Breakfast/Other	649,712	550,000	585,000	35,000	6.36%
	Total Sale Lunches/Various	6,441,976	6,098,151	6,280,000	181,849	2.98%
	TOTAL FOOD SERVICE	6,441,976	6,098,151	6,280,000	181,849	2.98%

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
FOOD SERVICE FUND				
Positions				
1. Exempt	2.00	2.00	2.00	2.00
2. Non-exempt	101.35	98.21	98.21	99.78
Total Positions	103.35	100.21	100.21	101.78
1 Salaries and Wages				
Regular Classified	\$ 1,749,649	\$ 1,813,128	\$ 1,790,335	\$ 1,790,335
Temporary Classified	117,880	50,000	90,000	90,000
Regular Professional	173,324	171,608	192,041	192,041
Educational Add-Ons Classified	12,958	12,958	13,038	13,038
Overtime Classified	61,921	50,000	90,000	90,000
Negotiations Reservation	50,000	89,313	-	-
Insurance Opt-Out	1,400	1,400	1,400	1,400
Object Total	2,167,132	2,188,407	2,176,814	2,176,814
2 Contracted Services				
Maintenance & Repair of Equipment	1,670	2,000	2,000	2,000
Other Contracted Services	20,340	20,000	38,000	38,000
Object Total	22,010	22,000	40,000	40,000
3 Supplies and Materials				
Office Supplies		1,000	-	-
Clothing and Footwear	12,627	12,000	16,196	16,196
Equipment Maintenance & Repair Supplies	63,161	50,000	70,000	70,000
Non-Food Supplies	24,297	28,000	30,000	30,000
Food	2,325,579	2,300,000	2,425,000	2,425,000
Food Related Supplies	129,871	130,000	135,000	135,000
Other Food Service Supplies	13,403	15,000	10,000	10,000
Other Non-Instr Sup & Mat	3,659	14,000	10,000	10,000
Object Total	2,572,597	2,550,000	2,696,196	2,696,196

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Proposed Budget 2017-18	Approved Budget 2017-18
4 Other Charges				
Local Mileage Reimbursement	6,374	6,000	7,000	7,000
License Fees	347	500	500	500
Postage	547	500	500	500
Food Locker Storage	447	1,500	1,000	1,000
Gasoline	3,474	5,000	4,500	4,500
Dues	313	800	500	500
Professional Development	3,706	700	500	500
Miscellaneous - Other Charges		500	500	500
Object Total	15,208	15,500	15,000	15,000
5 Equipment Additional				
Cafeteria Equipment	-	20,000	50,000	50,000
Object Total	-	20,000	50,000	50,000
6 Equipment Replacement				
Cafeteria Equipment	71,554	65,000	200,000	200,000
Object Total	71,554	65,000	200,000	200,000
TOTAL FOOD SERVICES	\$ 4,848,501	\$ 4,860,907	\$ 5,178,010	\$ 5,178,010

FOOD SERVICE FUND

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

SALARIES AND WAGES		APPROVED BUDGET
Existing Positions	Full-Time	
Exempt	<u>Equivalent</u>	
Supervisor - Food Services	1.00	
Assistant Supervisor - Food Services	<u>1.00</u>	
Total Existing Exempt Positions	2.00	\$192,041
Non-exempt		
Secretary III - 12 Month	1.00	
Cafeteria Managers - 10 Month	28.00	
Cafeteria Assistant Manager - 10 Month	1.00	
Cafeteria Workers - 10 Month	<u>69.78</u>	
Total Existing Non-exempt Positions	99.78	<u>1,790,335</u>
Total Existing Positions	101.78	\$1,982,376
Other Salaries		
Temporary Non-exempt Wages		90,000
Educational Add-Ons for Non-Exempt Staff		13,038
Overtime for Non-exempt Staff		90,000
Insurance Opt-Out		<u>1,400</u>
TOTAL SALARIES AND WAGES		2,176,814
CONTRACTED SERVICES		
Maintenance and Repair of Equipment		
Cost for outside vendors to maintain and repair equipment.		2,000
Other Contracted Services		
Other contracts for service providers		<u>38,000</u>
TOTAL CONTRACTED SERVICES		40,000
SUPPLIES AND MATERIALS		
Clothing and Footwear		
Uniforms for Food Services personnel as required by negotiated agreement.		16,196
Equipment Maintenance and Repair Supplies		
Purchase of parts used to repair and maintain equipment.		70,000

FOOD SERVICE FUND

SUPPLIES AND MATERIALS - continued	APPROVED BUDGET
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.	165,000
Food Provides funds to purchase food.	2,425,000
Other Food Service Supplies Supplies needed for Food Service operations.	10,000
Miscellaneous Non-Instructional Materials and Supplies	<u>10,000</u>
TOTAL SUPPLIES AND MATERIALS	2,696,196
OTHER CHARGES	
Local Mileage Reimbursement Reimbursement to personnel carrying out assigned duties.	7,000
License Fees	500
Postage	500
Rental of Food Lockers Rental of food storage locker where government commodities can be stored.	1,000
Gasoline	4,500
Dues and Subscriptions	500
Professional Development Training for staff members in Food Service	500
Miscellaneous - Other Charges	<u>500</u>
TOTAL OTHER CHARGES	15,000
EQUIPMENT ADDITIONAL Cafeteria Equipment	50,000
EQUIPMENT REPLACEMENT Cafeteria Equipment	<u>200,000</u>
TOTAL FOOD SERVICES	\$5,178,010

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

Object/Sub-Object	Actual Expenditures 2015-16	Approved Budget 2016-17	Approved Budget 2017-18	Approved Budget 2017-18
-------------------	-----------------------------------	-------------------------------	-------------------------------	-------------------------------

FIXED CHARGES

4 Other Charges

Employee Fringe Benefits				
Employee Retirement	\$ 174,525	\$ 184,551	\$ 182,725	\$ 182,725
Employees Social Security	155,189	152,049	152,756	152,756
Sick Leave Conversion	2,883	15,000	2,500	2,500
Life Insurance	1,284	1,293	1,275	1,275
Long Term Disability	302	302	319	319
Optical Plan	162	166	194	194
Medical Insurance	648,068	737,484	625,201	625,201
Workers' Compensation	111,227	107,182	98,627	98,627
Dental Insurance	17,063	19,217	18,393	18,393
Employee Benefit Subsidy	21,000	20,000	20,000	20,000
Object Total	1,131,703	1,237,244	1,101,990	1,101,990

TOTAL FIXED CHARGES	\$ 1,131,703	\$ 1,237,244	\$ 1,101,990	\$ 1,101,990
----------------------------	---------------------	---------------------	---------------------	---------------------



Section IV

Grant Information & Enrollment Data

FY 2018 Grant Summary – Federal Funding

Estimated Funding / FTEs: \$ 14,001,258 / 123.60

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

Estimated Funding / FTEs: \$ 5,535,986 / 69.10

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

IDEA Parts B & C – Infant & Toddler Program

Estimated Funding / FTEs: \$ 265,829 / 2.20

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

Medicaid

Estimated Funding / FTEs: \$ 1,378,110 / 20.10

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

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

Estimated Funding / FTEs: \$ 251,129 / 0.00

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

Judy Center and Prekindergarten Expansion

Estimated Funding / FTEs: \$ 776,414 / 6.00

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

No Child Left Behind Act (NCLBA)

Title I, Part A – Improving Basic Programs

Estimated Funding / FTEs: \$ 2,551,930 / 23.80

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

NCLBA Title II, Part A –

Teacher and Principal Training & Recruiting

Estimated Funding / FTEs: \$ 591,814 / 2.40

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

NCLBA Title III – Limited English Proficient

Estimated Funding / FTEs: \$ 50,046 / 0.00

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

Assorted Small or New Grants

Estimated Funding / FTEs: \$ 600,000 / 0.00

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

Other Federal Revenue

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

FY 2018 Grant Summary – State Funding

Estimated Funding / FTEs: \$ 4,706,790 / 2.90

Aging Schools / QZAB

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

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

Infants and Toddlers Program

Estimated Funding / FTEs: \$ 279,574 / 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: \$ 322,000 / 1.00

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

Non-Public Placements

Estimated Funding / FTEs: \$ 3,200,000 / 0.00

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

Parents As Teachers

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

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

Quality Teacher Incentives

Estimated Funding / FTEs: \$ 129,252 / 0.00

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

Assorted Small Grants

Estimated Funding / FTEs: \$ 199,703 / 0.00

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

Other Restricted State Revenue

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

FY 2018 Grant Summary – Other Funding

Estimated Funding / FTEs: \$ 736,747 / 3.80

Tuition & Fees – Summer School Programs

Estimated Funding / FTEs: \$ 48,500 / 0.00

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

Tuition & Fees – Carroll Co. General Hospital

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

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

Outdoor School

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

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

Assorted Small Grants and Donations

Estimated Funding / FTEs: \$ 375,060 / 3.80

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

Other Non-Governmental Revenue

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

Individuals with Disabilities Education Act Funding Information

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

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

Carroll County Public Schools special education expenditures and federal special education revenues in the general operating fund for fiscal year 2016 through 2018 are:

	FY 2016 (Actual)	FY 2017 (Budgeted)	FY 2018 (Budgeted)
Expenditures:			
Category 13 – Special Education	\$39,278,226	\$39,369,358	\$42,548,160
Category 08 – Fixed Charges – Special Education Portion	9,836,730	9,984,104	10,785,633
Category 05 – Student Transportation – Special Transportation Programs	<u>5,981,400</u>	<u>5,972,389</u>	<u>6,171,689</u>
Total Special Education Expenditures	\$55,096,356	\$55,325,851	\$59,505,482
Federal Funding Received Under IDEA	\$5,658,787	\$5,686,157	\$5,801,815
Percent of Costs Covered by IDEA	10.27%	10.28%	9.75%

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

(a) GRANTS TO STATES.—

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

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

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

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

(II) aged 6 through 21; multiplied by

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

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

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

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

SCHOOL ENROLLMENTS and ENROLLMENT PROJECTIONS

Elementary School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change	Projected	
	13-14	14-15	15-16	16-17	17-18	Over Prior	18-19	19-20
CARROLLTOWNE ELEMENTARY	534	520	498	532	535	3	544	551
CHARLES CARROLL ELEMENTARY	270	271	229	n/a	n/a	n/a	n/a	n/a
CRANBERRY STATION ELEMENTARY	487	478	496	523	528	5	535	525
EBB VALLEY ELEMENTARY	501	470	474	538	519	(19)	498	477
ELDERSBURG ELEMENTARY	489	467	469	470	469	(1)	459	462
ELMER WOLFE ELEMENTARY	395	379	374	417	415	(2)	401	400
FREEDOM ELEMENTARY	491	488	468	477	490	13	486	501
FRIENDSHIP VALLEY ELEMENTARY	512	489	484	465	474	9	457	441
HAMPSTEAD ELEMENTARY	350	339	335	346	346	0	359	372
LINTON SPRINGS ELEMENTARY	627	590	618	617	612	(5)	593	592
MANCHESTER ELEMENTARY	574	593	595	612	629	17	612	597
MECHANICSVILLE ELEMENTARY	546	527	475	463	448	(15)	452	438
MT. AIRY ELEMENTARY	495	510	465	455	425	(30)	445	450
PARR'S RIDGE ELEMENTARY	451	434	449	445	451	6	443	444
PINEY RIDGE ELEMENTARY	610	598	587	540	546	6	527	516
ROBERT MOTON ELEMENTARY	398	401	394	408	400	(8)	396	399
RUNNYMEDE ELEMENTARY	515	529	525	595	598	3	582	586
SANDYMOUNT ELEMENTARY	448	450	436	425	434	9	428	437
SPRING GARDEN ELEMENTARY	534	551	532	487	466	(21)	443	425
TANEYTOWN ELEMENTARY	439	415	398	406	388	(18)	372	364
WESTMINSTER ELEMENTARY	510	472	469	492	486	(6)	472	451
WILLIAM WINCHESTER ELEMENTARY	639	519	615	582	578	(4)	555	542
WINFIELD ELEMENTARY	549	626	505	517	509	(8)	507	496
ELEMENTARY TOTALS (total without rounding)	11,364	11,116	10,885	10,808	10,746	(66)	10,566	10,466
<i>Increase/(Decrease)</i>	(175)	(248)	(231)	(77)	(62)	(66)	(180)	(100)

Middle School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change	Projected	
	13-14	14-15	15-16	16-17	17-18	Over Prior	18-19	19-20
MT. AIRY MIDDLE	660	607	638	758	756	(2)	700	702
NEW WINDSOR MIDDLE	377	396	382	n/a	n/a	n/a	n/a	n/a
NORTH CARROLL MIDDLE	618	583	590	587	580	(7)	585	586
NORTHWEST MIDDLE	522	484	512	640	659	19	669	673
OKLAHOMA ROAD MIDDLE	825	779	759	752	729	(23)	708	654
SHILOH MIDDLE	670	642	657	660	658	(2)	649	622
SYKESVILLE MIDDLE	785	815	800	802	744	(58)	751	739
WESTMINSTER EAST MIDDLE	704	730	710	700	700	0	710	744
WESTMINSTER WEST MIDDLE	940	986	1,017	1,031	958	(73)	922	921
MIDDLE SCHOOL TOTALS	6,101	6,022	6,065	5,930	5,784	(146)	5,694	5,641
<i>Increase/(Decrease)</i>	(97)	(79)	43	(135)	(146)	(146)	(90)	(53)

SCHOOL ENROLLMENTS and ENROLLMENT PROJECTIONS

High School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change	Projected	
	13-14	14-15	15-16	16-17	17-18	Over Prior	18-19	19-20
CENTURY HIGH	1,128	1,124	1,094	1,093	1,153	60	1,143	1,121
FRANCIS SCOTT KEY HIGH	999	958	948	954	912	(42)	917	886
LIBERTY HIGH	1,061	1,077	1,095	1,106	1,112	6	1,060	1,059
MANCHESTER VALLEY HIGH	761	791	761	1,357	1,344	(13)	1,336	1,385
NORTH CARROLL HIGH	750	720	700	n/a	n/a	n/a	n/a	n/a
SOUTH CARROLL HIGH	1,091	1,071	1,031	1,053	1,044	(9)	1,033	1,002
WESTMINSTER HIGH	1,580	1,547	1,512	1,506	1,537	31	1,526	1,520
WINTERS MILL HIGH	1,100	1,092	1,084	1,084	1,113	29	1,115	1,088
HIGH SCHOOL TOTALS	8,470	8,380	8,225	8,153	8,215	62	8,130	8,061
<i>Increase/(Decrease)</i>	(126)	(90)	(155)	(72)	62	62	(85)	(69)

Other School Enrollment Totals (FTE)								
SCHOOL	Actual				Projected	Change	Projected	
	13-14	14-15	15-16	16-17	17-18	Over Prior	18-19	19-20
GATEWAY SCHOOL	64	62	65	61	61	0	60	59
CROSSROADS	8	9	13	10	10	0	10	10
PRIDE	14	16	21	17	17	0	17	17
CARROLL SPRINGS SCHOOL	44	50	34	35	35	0	34	34
POST SECONDARY	44	30	24	29	29	0	28	28
FLEXIBLE STUDENT SUPPORT	47	26	27	23	23	0	23	22
OTHER SCHOOL TOTALS	221	193	184	175	175	0	172	170
<i>Increase/(Decrease)</i>	(28)	(28)	(9)	(9)	0	0	(3)	(2)

Total Enrollment (FTE)								
	Actual				Projected	Change	Projected	
	13-14	14-15	15-16	16-17	17-18	Over Prior	18-19	19-20
GRAND TOTAL (total without rounding)	26,156	25,711	25,359	25,066	24,918	(150)	24,560	24,339
TOTAL INCREASE/DECREASE	(426)	(445)	(352)	(293)	(148)	(150)	(358)	(221)



Section V

Capital Improvement Program Information

APPROVED FY 2018 CAPITAL BUDGET

	Prior Authorization/Allocation		Fiscal Year 2018 Funding				Total Request
	State	County	Total	State	Request For	County	Request For
Carrolltowne ES Roof Replacement				\$ 833,000	(SR)	\$ 779,000	(SR)
Runnymede ES Roof Replacement				\$ 1,012,000	(SR)	\$ 945,000	(SR)
Robert Moton ES Roof Replacement				\$ 1,039,000	(SR)	\$ 970,000	(SR)
Elmer Wolfe ES Roof Replacement				\$ 969,000	(SR)	\$ 903,000	(SR)
Sandymount ES HVAC Replacement						\$ 418,000	(P)
Westminster HS Electrical Equipment Replacement						\$ 100,000	(P)
High School Science Room Renovations						\$ 200,000	(P)
Security Improvements						\$ 2,000,000	(C)
Technology Improvements						\$ 1,350,000	(C)
Paving						\$ 575,000	(C)
Roof Repairs						\$ 170,000	(C)
Infrastructure Renewal						\$ 1,000,000	(C)
BOE Debt Service						\$ 10,940,900	(C)
	\$ -	\$ -	\$ -	\$ 3,853,000		\$ 20,350,900	
							\$ 24,203,900

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

APPROVED FY 2019-2023 CAPITAL IMPROVEMENT PROGRAM PLAN

(\$,000 omitted)

Project Title	FY2019			FY2020			FY2021			FY2022			FY2023			Total
	State	Local		State	Local		State	Local		State	Local		State	Local		
Modernizations																
Career and Technology Center		\$ 4,000,000		\$ 29,100,000	\$ 26,800,000											\$ 59,900,000
Roof Replacements																
Future Roof Replacements	\$ 1,781,000	\$ 1,663,000		\$ 2,098,000	\$ 1,960,000	\$ 2,229,600	\$ 2,083,400	\$ 2,374,400	\$ 2,225,600	\$ 2,533,500	\$ 2,366,500					\$ 21,315,000
HVAC-Replacements																
Sandymount ES HVAC Replacement	\$ 3,162,000	\$ 2,459,000														\$ 5,621,000
East MS HVAC Replacement		\$ 948,150		\$ 6,519,450	\$ 6,217,050											\$ 13,684,650
Future HVAC Replacement		\$ 558,800		\$ 3,118,638	\$ 3,516,762	\$ 3,671,123	\$ 4,139,777	\$ 4,295,941	\$ 4,844,359	\$ 4,553,360	\$ 5,134,640					\$ 33,833,400
High School Science Room Renovations																
South Carroll HS & Liberty HS	\$ 864,800	\$ 775,200														\$ 1,640,000
Westminster HS				\$ 898,000	\$ 812,000											\$ 1,710,000
Annual Requests																
Technology Improvements		\$ 1,000,000			\$ 1,000,000		\$ 1,000,000		\$ 1,000,000		\$ 1,000,000		\$ 1,000,000		\$ 5,000,000	
Paving		\$ 625,000			\$ 675,000		\$ 725,000		\$ 775,000		\$ 825,000		\$ 825,000		\$ 3,625,000	
Roofing Improvements					\$ 180,000		\$ 185,000		\$ 190,000		\$ 195,000		\$ 195,000		\$ 555,000	
Relocatable Classroom Movement		\$ 175,000														
Electrical Service Upgrades																
Westminster HS Electrical Equipment Replacement	\$ 531,000	\$ 369,000														\$ 900,000
BOE Debt Service		\$ 10,733,255			\$ 10,676,589		\$ 12,201,836		\$ 14,190,067		\$ 14,617,386					\$ 62,419,133
TOTAL	\$ 6,338,800	\$ 23,306,405		\$ 41,734,088	\$ 51,837,401	\$ 5,900,723	\$ 20,335,013	\$ 6,670,341	\$ 23,225,026	\$ 7,086,860	\$ 24,138,526		\$ 210,573,183			

PREPARED BY THE BUDGET DEPARTMENT

**Carroll County Public Schools
Westminster, Maryland**

Christopher J. Hartlove, Chief Financial Officer

Andrew C. Sexton, Supervisor of Budget & Grants

Terrence J. Cannon, Budget Analyst

NOTICE OF NON-DISCRIMINATION

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

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

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

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

ADA ACCESSIBILITY STATEMENT

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

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

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

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



Core Values

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