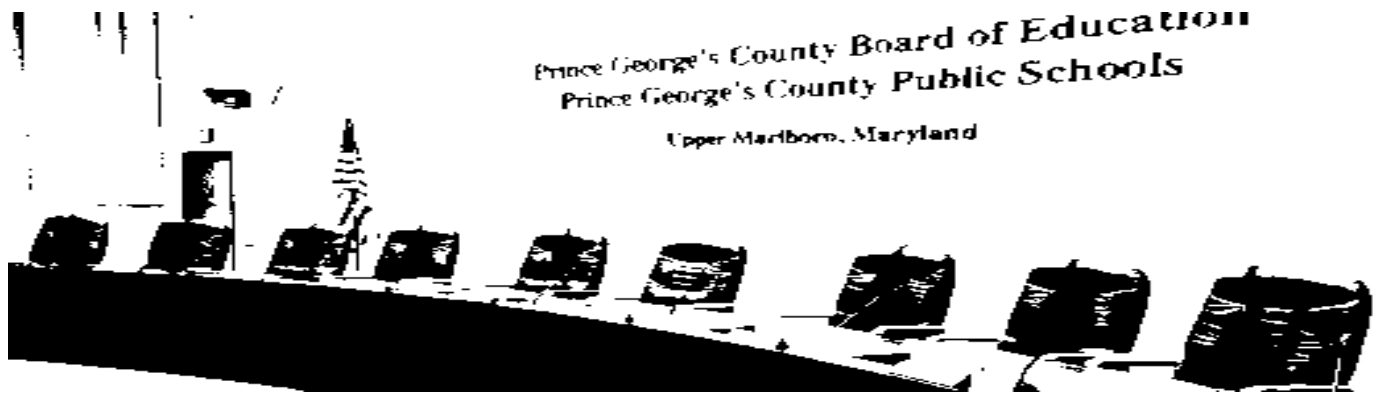




Board of Education FY 2021 Approved Annual Operating Budget

July 1, 2020 – June 30, 2021





Board of Education

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Monica E. Goldson, Ed.D.

ADMINISTRATION

Chief Executive Officer

Monica E. Goldson, Ed.D.

Mission

To provide a great education that empowers all students and contributes to thriving communities.

Vision

PGCPS will be a GREAT school system recognized for providing education services which ensure that every student in our diverse school district graduates ready for college and careers in a global society.

Core Values

Our core values articulate our key beliefs about students, academic achievement, and the elements necessary to achieve excellence in education and learning.

- Student are our priority and all students can achieve high academic levels
- Families, students, and educators share the responsibility for student success
- High expectations inspire high performance
- All staff share the responsibility for a safe and supportive school environment contributing to excellence in education
- The support of everyone in our community is essential to the success of our schools and students, and this success enriches our community
- Continuous improvement in teaching, leadership and accountability is the key to our destiny

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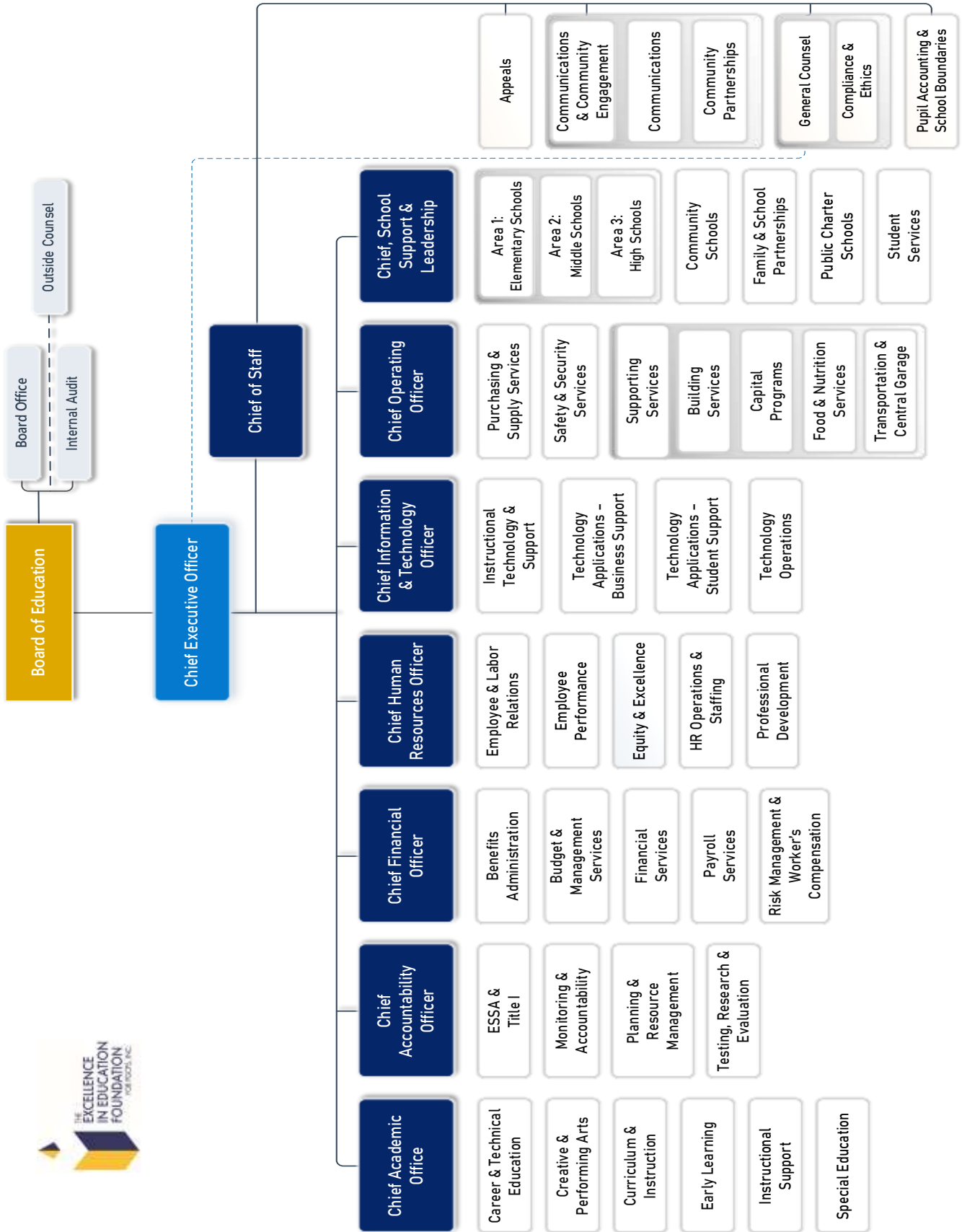
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Introduction



Systemic Organization Chart



Statement of Budgeting Process

Why Publish a Budget?

Maryland law requires the Chief Executive Officer to prepare and present an annual operating budget that seeks *"in every way to secure adequate funds from local authorities for the support and development of the public schools in the county"* (Md. EDUCATION Ann. Code § 4-205).

Budget Development...

Maryland law requires the Chief Executive Officer to submit an estimate of the funds deemed to be needed during the next fiscal year for support of the public schools.

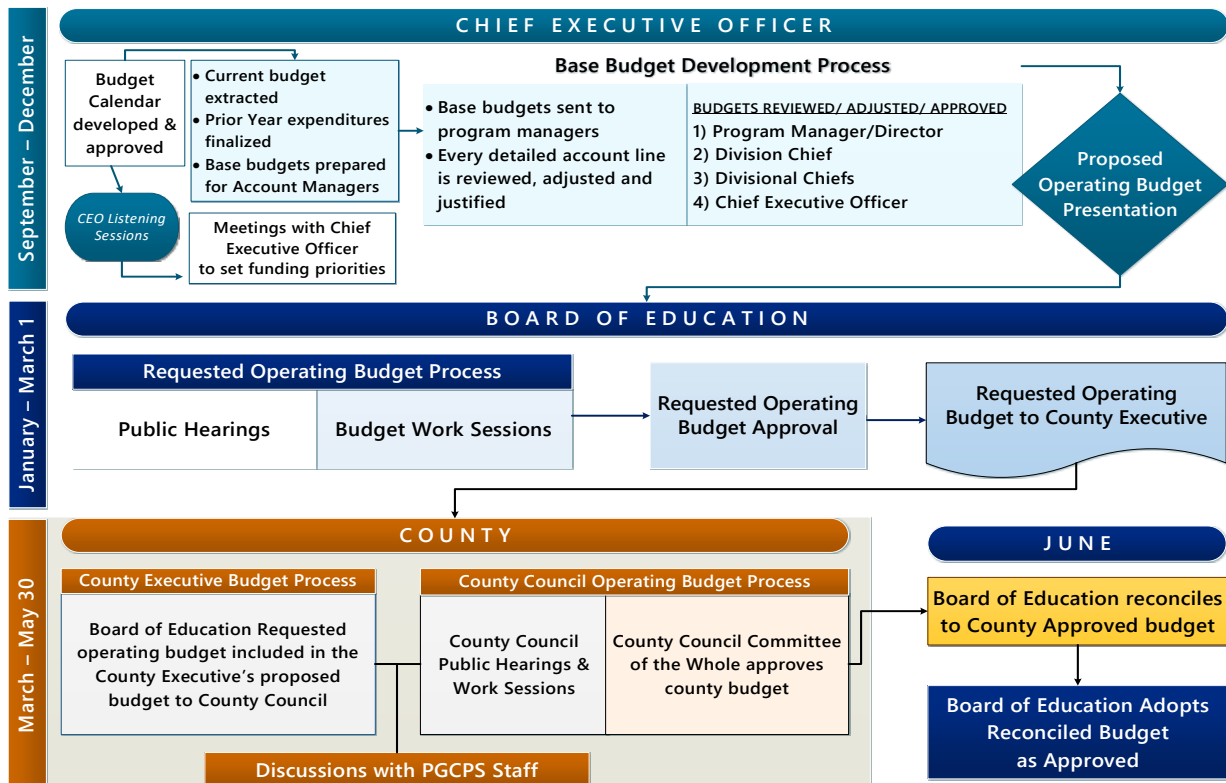
In October/November, the Chief Executive Officer holds a community forum to receive public comment on educational priorities and holds several Budget Retreats with cabinet members to discuss short- and long-term priorities for the system and to balance any revenue gap. The Chief Executive Officer then prepares a budget and presents it to the Board of Education in December.

The Board then holds public hearings during January and February. Once the hearings are concluded, the Board makes any changes to the Chief Executive Officer's proposal that it deems appropriate for public education in the County and adopts its Requested Budget. Board action to accept or amend the Chief Executive Officer's budget proposal is conducted in public session after the public hearings have concluded. That budget must then be presented to the County Executive by March 1.

The County Executive prepares the County's proposed budget including recommendations for public school funding. The County Executive is required by the County Charter to hold a budget hearing before approving the County budget and another hearing after releasing it. The budget is submitted to the County Council by March 15.

The County Council must adopt a budget for the County, including the Board of Education, by June 1. The Board then reconvenes in June to reconcile its budget request within approved funding levels, making needed changes by June 30.

Operating Budget Development Process



Elements of the Budget Book...

The FY 2021 approved budget book consists of information covering four periods, which are presented as “FY 2019 Actual,” “FY 2020 Approved,” “FY 2020 Revised,” and “FY 2021 Approved.” The “FY 2019 Actual” column represents the fiscal year 2019 actual expenditures as reported in the Comprehensive Annual Financial Report (CAFR) for fiscal year ending June 30, 2019. The “FY 2020 Approved” column represents the Board of Education’s approved spending on programs for fiscal year 2020. The “FY 2020 Revised” column reflects categorical adjustments made subsequent to July 1 of the current budget year. The “FY 2021 Approved” column represents the Board of Education approved spending levels on programs for the 2021 fiscal year.

The annual operating budget document includes the following sections:

INTRODUCTION: Provides the systemic organization chart, a statement of budgeting processes, operating budget calendar, Strategic Plan Executive Summary, fiscal highlights, pupil population, and an overview of the Capital Improvement Program.

FINANCIAL PLAN: Provides a statement of budgeting basis for all funds; a description of funds subject to appropriation; budget highlights; a description of revenue sources and revenue; expenditures by category, object and organization; and staffing by category, organization and position type.

SCHOOL-BASED RESOURCES: Provides an overview of student-based budgeting, weighted student formula, locked staffing formula, alternative school staffing, specialty school locations, and school-based staffing and expenditures.

ORGANIZATION OVERVIEW AND ANALYSIS: Provides the mission, core services, discretionary spending plan, and operating staffing and expenditures for each organization within the school system.

SUPPLEMENTAL INFORMATION: Contains approved enhancements; restricted grants by category; non-operating staffing and expenditures; on-behalf contributions; ten-year histories for revenue, budget, pupil population and school facilities; acknowledgements, acronyms and a glossary.

FY 2021 Operating Budget Development Calendar



EVENT	MONTH
Chief Executive Officer's Budget Presentation to the Board of Education	December 12, 2019
Board of Education Budget Work Sessions and Public Hearings:	January / February 2020
<i>January 21, 2020 – Budget Work Session – 5:00 pm</i>	
<i>January 21, 2020 – Budget Public Hearing – 7:00 pm</i>	
<i>January 28, 2020 – Budget Work Session – 5:00 pm</i>	
<i>January 28, 2020 – Budget Public Hearing – 7:00 pm</i>	
<i>February 4, 2020 – Budget Work Session – 5:00 pm</i>	
<i>February 4, 2020 – Budget Public Hearing – 7:00 pm</i>	
SNOW DATE:	
<i>February 11, 2020 – Budget Work Session – 5:00 pm</i>	
<i>February 11, 2020 – Budget Public Hearing – 7:00 pm</i>	
Board of Education Meeting – 7:00 pm – Requested Budget approval	February 20, 2020
Board of Education submits Requested Budget to the County Executive	March 1, 2020
County Executive submits Requested Budget to the County Council	March 2020
Maryland State Legislature adopts its final budget including school funded amounts	April 2020
County Council holds two budget hearings	April / May 2020
County Council approves budget for Prince George's County	May 30, 2020
Board of Education reconciles to the County approved budget	June 2020
Board of Education Budget Adoption	June 18, 2020
Fiscal Year 2021 budget takes effect	July 1, 2020

Areas of Focus

PGCPS engages in disciplined needs assessments, performance planning, monitoring, and accountability processes at both the individual school and district levels that produce individual School Performance Plans (SPPs) and a District Performance Plan (DPP).

Stemming from a systemic needs assessment and informed by extensive data analyses, PGCPS Executives set forth eight strategic goals across two Areas of Focus that will guide our work toward achieving the vision for all students to graduate ready for success in college and/or careers of their choice. Cross-functional root cause analyses, needs identification and prioritization, and joint objective-setting was performed via facilitated work sessions leading to systemic alignment on these priorities.

The areas of focus and goals are:

Area of Focus #1: Academic Achievement and Student Growth in ELA and Mathematics

1. Reverse the decline in aggregate student performance in state accountability mathematics testing across all grade bands.
2. Accelerate the rate of increase of the percentage of students meeting and/or exceeding the state performance standard for proficiency in mathematics and ELA accountability testing at both the elementary and middle school levels.
3. Accelerate the pace of growth in performance of SPED and LEP students in state accountability ELA and mathematics accountability assessments.
4. Accelerate the pace of closure of double-digit gender gaps in ELA accountability testing performance at the elementary and middle school levels

Area of Focus #2: School Quality and Student Success (Student Attendance, Discipline, and Access to Well-Rounded Curriculum)

1. Reduce chronic absenteeism and improve overall student attendance rates.
2. Reduce the systemic rate of suspensions and expulsions by decreasing the disproportionate rate of suspensions and expulsions in the African American and Special Education student groups across all three grade bands.
3. Improve discipline data quality, processes, and practice for enhanced discipline administration, monitoring, and accountability.
4. Expand student access and opportunities to well-rounded curriculum at middle and high school grade bands to increase academic achievement and college- and career ready success outcomes.

PGCPS is committed to the selected areas of focus that operationalize our Theory of Action, which is multidimensional in nature and declares that:

If we ...

- Identify the unique knowledge, skills, and supports needed for students to be college, career, and community-ready and develop a rigorous, accessible, aligned, standards-based curriculum to meet these needs, **then** there will be clarity, consistency, coherency, and equity in what educators will teach and what students will learn.
- Invest in continuous, relevant, professional development of teachers and provide instructional strategies, supports, and evaluative feedback for implementation in the classroom; **then** instructional effectiveness will increase and student learning outcomes will improve.
- Hold ourselves accountable through transparent and disciplined performance management that engages every level of the organization in a continuous cycle of data analysis, goal-setting, action planning, monitoring, and execution, **then** we will build the capacity of district staff, school-based professionals, and students to consistently strive for continuous learning and improvement.
- Develop a district culture that fosters a sense of collective responsibility for student success and unity amongst teachers, students, families and communities, **then** our understanding of students' needs will deepen and we will create a shared purpose for our work leading to more effective practices and higher levels of student learning.

Supported by the Kirwan Blueprint for Maryland, PGCPs will continue to invest in long-term improvements that acknowledge the changing demographics and urgency in making substantial facility upgrades to raise the quality and safety of our learning environments and ensure equitable accommodation of the ever-increasing student population across our county.

The mission of Prince George's County Public Schools (PGCPS) is "*to provide a great education that empowers all students and contributes to thriving communities.*" The Strategic Plan is centered on our fundamental belief that students are our priority and all students can achieve at high academic levels. Undergirding this belief is PGCPS' commitment to equity. An equitable education constitutes providing access to essential academic, social, emotional, and economic resources, supports, and opportunities in order to progress and promote each student throughout their educational journey. PGCPS' Educational Equity Policy provides the systemic directive to ensure adequate and appropriate access for each student, regardless of socioeconomic status, language of origin, or special needs, "*to ensure a high-quality education that empowers all students and contributes to thriving communities.*" Application of the policy seeks to maximize academic success for each student through rigorous instruction, cultural proficiency of our people, equitable access to and allocation of our academic resources, and intentional allocation of budgetary resources with an equity lens.

Our singular goal, as stated in our Strategic Plan, is "*Outstanding Academic Achievement for All Students.*" The selected Areas of Focus enable realization of this goal. Strategies have been shaped by the data-driven realities of strengths that propel students forward, challenges we face in critical achievement areas, and the boldness of our commitment to all students to prepare them for success in a global society. Our Strategic Plan manifests these beliefs and will guide us as we move forward, ensuring that every child, in every school, receives safe, rigorous, engaging, and high quality educational experiences every day.

Fiscal Highlights

The FY 2021 approved operating budget for Prince George’s County Public Schools (PGCPS) totals \$2,319,506,234. This represents an overall increase of \$108,865,929 or 4.9% over the FY 2020 revised budget of \$2,210,640,305. Base changes required to maintain existing programs total \$6.2 million.

Factors Affecting the Budget – Expenditures

Base Changes reflect expenditure changes that are required to support prior FY 2020 Revised Operating Budget obligations. These expenditures support costs to cover the roll-over balance of mid-year employee compensation improvements for FY 2020. The total increase in Base Changes for FY 2021 total \$6,214,359.

Mandatory Costs reflect expenditures that are required by law, and support contract commitments. These expenditures support costs to cover employer obligations including retirement, unemployment insurance and other employee benefits; fund existing employee contracts covering compensation; charter school contracts and special education. The total increase in Mandatory Costs for FY 2021 totals \$93,863,040. Mandatory Costs include:

EXPENDITURES	FTE Change	Amount Change	Total Budget
FY 2020 Revised Operating Budget	19,714.09		\$ 2,210,640,305
Base Changes	-		\$ 6,214,359
Mandatory Costs:			
Internal Services and Other Essential Support:			
Charter School Enrollment	41.50	7,248,269	
Compensation Negotiated Commitments	-	75,192,545	
Special Education Services Budget Supplement	-	11,422,226	
	41.50	\$ 93,863,040	
Total Mandatory Costs	41.50		\$ 93,863,040

Cost of Doing Business reflect expenditures that provide essential health/safety services and maintains existing workforce. These expenditures support costs for employer obligations including pending employee compensation, social security, employee and retiree health insurance and other employee benefits; manage risk for the school system through self-insured programs supporting worker’s compensation, general liability and excess property claims; and leases. The total increase in Cost of Doing Business for FY 2021 totals \$57,437,066. Cost of Doing Business costs include:

EXPENDITURES	FTE Change	Amount Change	Total Budget
Cost of Doing Business:			
Employer Obligations:			
Health Insurance	-	9,737,038	
Life Insurance	-	504,868	
	-	10,241,906	
Essential Supports:			
Continuous Business Improvement	-	500,000	
Food Service Subsidy	-	4,000,000	
Lease Purchase	-	4,851,955	
Part-Time	-	893,609	
Restricted Programs	(2.50)	14,947,203	
Student/School Based Supports	142.50	22,002,393	
	140.00	\$ 47,195,160	
Total Costs of Doing Business	140.00		\$ 57,437,066

Redirected Resources reductions from amounts appropriated in FY 2020 for selected programs and services totaling (\$62,883,353). These reductions are redirected to fund mandatory/costs of doing business and organizational improvement increases. Redirected Resource costs include:

EXPENDITURES	FTE Change	Amount Change	Total Budget
<u>Redirected Resources</u>			
Academics	-	(1,189,643)	
Accountability	(1.00)	16,735	
Board of Education	-	(35,428)	
Business Management Services	-	(1,076,439)	
Chief Executive Officer	-	4,039	
Chief of Staff	1.00	(3,060,593)	
Chief Operating Officer	6.00	(2,086,011)	
Communications & Community Engagement	-	47,645	
Fuel		(500,000)	
Human Resources	(3.50)	(1,644,764)	
Indirect Cost		(914,656)	
Information Technology	(2.00)	(1,398,409)	
Retirement	-	(1,041,814)	
Lapse	-	(34,711,113)	
Lease Purchase Pre-Payment		(11,762,336)	
Non-Local Travel		(1,250,000)	
School Support & Leadership	(10.50)	1,242,483	
Special Education & Student Services	(1.00)	(1,458,898)	
Terminal Leave	-	(564,151)	
Unemployment	-	(250,000)	
Utilities	-	(1,000,000)	
Worker's Compensation	-	(250,000)	
	(11.00)	\$ (62,883,353)	
Total Redirected Resources	(11.00)	\$ (62,883,353)	

Program Continuations reflect expenditures that provide for phased program implementations. These expenditures support costs of programs such as Pathways in Technology Early College High School (P-TECH), Academic Programs – Immersion and Pre-Kindergarten. The total increase in Program Continuations for FY 2021 totals \$3,520,061. Program Continuation costs include:

EXPENDITURES	FTE Change	Amount Change	Total Budget
<u>Program Continuations</u>			
Immersion Programs	13.00	1,245,237	
P-Tech Schools	-	77,000	
Prekindergarten Expansion	30.00	2,197,824	
	43.00	\$ 3,520,061	
Total Program Continuations	43.00	\$ 3,520,061	

Organization Improvements fund instructional programs, facilities, and services that are consistent with the Strategic Plan that enhances teaching and learning for all students and strengthens accountability and support systems. The total increase in Organizational Improvements for FY 2021 totals \$10,714,756. The Organizational Improvements include:

EXPENDITURES	FTE Change	Amount Change	Total Budget
<u>Organization Improvements</u>			
Focus Area 1: Academic Excellence			
Academic Program Supports	1.00	95,476	
Career & Technical Ed	4.00	577,298	
Creative Arts	1.00	132,846	
Special Education Staffing	8.00	1,335,225	
Student Services Staffing	4.00	404,959	
Focus Area 2: High-Performing Workforce			
Conditional Educator Tuition Assistance	1.00	862,614	
Human Resources Staffing	1.00	141,813	
Professional Development (formerly Talent Development)	-	80,000	
Focus Area 3: Safe and Supportive Environments			
Maintenance Contracts	27.50	5,027,498	
Security Equipment Upgrades for Schools	12.00	781,994	
Transportation	4.00	253,951	
Focus Area 4: Family and Community Engagement			
Communications	-	24,375	
Focus Area 5: Organizational Effectiveness			
Accounting & Financial Reporting	4.00	407,032	
Payroll Services	-	7,158	
Purchasing	3.00	582,517	
Total Organization Improvements	70.50	\$ 10,714,756	
Total Change from FY 2020 Revised	284.00	\$ 108,865,929	
<i>FY 2021 Board of Education Approved Operating Budget</i>	19,998.09	\$ 2,319,506,234	

Pupil Population

	FY 2019 Actual as of 09/30/18	FY 2020 Actual as of 09/30/19	FY 2021 Projected as of 06/08/20	Change from FY 2020 Actual to FY 2021 Projected Number Percent	
Full-Time					
<u>Regular and Special Education Day Programs:</u>					
Kindergarten @ 100%	9,652	9,952	10,407	455	4.6%
Elementary Grades 1 to 6	61,434	62,161	61,904	-257	-0.4%
Middle School Grades 7 and 8	19,312	20,385	21,139	754	3.7%
High School Grades 9 to 12	37,126	38,181	38,995	814	2.1%
Total Regular and Special Education	127,524	130,679	132,445	1,766	1.4%
<u>Pre-school:</u>					
Prekindergarten	4,792	4,947	5,380	433	8.8%
Montessori	351	336	352	16	4.8%
Total Pre-School	5,143	5,283	5,732	449	8.5%
Total Pre-K to 12 Enrollment	132,667	135,962	138,177	2,215	1.6%
Nonpublic Schools - Students with Disabilities	934	960	960	0	0.0%
Total Full-Time Enrollment	133,601	136,922	139,137	2,215	1.6%
Part-Time					
<u>Summer School:</u>					
Regular Instructional Programs	6,693	6,693	6,693	0	0.0%
Extended School Year Services for Students with Disabilities	2,401	2,500	2,500	0	0.0%
Total Summer School	9,094	9,193	9,193	0	0.0%
Evening High School (1)	310	310	600	290	93.5%
Home and Hospital Teaching	530	431	500	69	16.0%
Total Part-Time	9,934	9,934	10,293	359	3.6%

(1) Evening High School - Some of the Evening HS student enrollment numbers are also included in grades 9 - 12 full time.

Capital Project Funds

Budget Process...

The Capital Improvement Program (CIP) is prepared, approved and published under separate cover. The following summarizes the budget formulation process for the CIP. The process commences with the release of the Chief Executive Officer's recommended CIP representing a period of six years. Prior to September 1 of each year, the Board of Education receives the Chief Executive Officer's proposal for consideration. A minimum of one public hearing is held between August 10 and September 15 and is scheduled at least one week after the CIP has been made available to the public. The proposal prepared by the Chief Executive Officer includes a listing of individual capital projects with each project detailing the proposed expenditures and revenues by funding year. A breakdown of revenues by source (i.e., State, County and other) is included. Board action to accept or amend the Chief Executive Officer's proposal is conducted in public session after the public hearings have concluded. The budget is then submitted to the County Executive and the State of Maryland Interagency Commission on School Construction (IAC). The IAC oversees and implements the Public School Construction Program (PSCP).

Similar to the operating budget process, the County Executive prepares the County's CIP, including recommendations for public school construction funding. The County Executive is required by the County Charter to hold a budget hearing before proposing the County budget and another hearing after releasing it. The County CIP, including proposals for the Board, is approved and authorized by individual project and funding year. The budget is submitted to the County Council by March 15. The County Council must adopt a budget for the County, including the Board of Education, by June 1. Amounts appropriated to fund capital projects become available July 1.

Concurrent with the County's review process of the Board's budget request, the IAC conducts hearings on the submissions from each Local Education Agency (LEA) within the State. Following the hearings by the IAC, a capital projects budget is considered by the Governor and the State Legislature. The latter approves a funding program, by project, for each LEA within the state of Maryland.

Capital Improvement Program...

The Capital Improvement Program (CIP) represents the plan of the Chief Executive Officer and the Board of Education to fund capital projects during the fiscal year covered by the capital budget and the succeeding five fiscal years. Through the CIP, educational facilities are planned, designed, renovated and constructed in support of the Educational Facility Master Plan (EFMP) of Prince George's County Public Schools. The Capital budget provides the funds needed for projects scheduled to begin planning, design, and/or construction during the first fiscal year included in the Six-Year Capital Improvement Program, and for projects that require construction funds in addition to those previously allocated.



School construction and renovation projects are prioritized each year in the EFMP and subsequent updates available on the PGCPs web site. The overall goal of the CIP is to coordinate future facility modifications and improvements supportive of educational objectives on a priority basis that is realistic, achievable, and sustainable subject to the annual availability of funds. The FY 2021 EFMP is aligned with projected State and County funding streams for future requests for modernizing and renovating schools. With the introduction of less expensive Staged Renovations, a number of schools will receive 'staged renovations' over a five-year period instead of gutting and fully renovating a school over a two-year period. This, along with a reduction in overall construction costs through different delivery methods, reduced scope and quality controls, will reduce funding requests for the next six years. The introduction of Alternative Construction Financing (ACF) will further reduce the upfront funding required for several new and replacement schools that are critically needed

by allowing the County to stretch the cost of construction from large chunks over a three-year period to smaller payments over 30+ years.

In September 2019, the Board of Education approved the Chief Executive Officer's request for the FY 2021 Capital Improvement Program (CIP) budget in the amount of **\$240.0 million**. Many of the funding requests in the CIP were for 'State Planning Approval' and local funds for design and implementation. In addition to contributing its portion of the State supported projects, Prince George's County locally funds many CIP funding categories to address code compliance, ADA and site specific needs. These needed repairs and replacements are an often unseen, but critical, component to operating a large school system with older buildings.

In May/June 2020, the State and Prince George's County Council approved the FY 2021 CIP budget of **\$194.4 million**. This amount includes a **\$46.3 million** commitment from the State (including enrollment growth and relocatable classrooms) plus \$1.209 million in Aging School Program State funding, and **\$146.9 million** from the County. The adopted CIP allows for the execution of critically needed systemic replacements, compliance mandates, major repairs, County-wide initiatives and the furtherance of major modernizations.

As the system progresses into fiscal year 2022, the FY 2021 CIP will pave the way for the implementation of a modernization program that supports the long-term vision for Prince George's County Public Schools.

Capital Program FY 2021 – FY 2026 Funding

FISCAL YEAR	FUNDING SOURCE			TOTAL [3]
	STATE	COUNTY [1]	OTHER [2]	
FY 2021	47,571,000	146,887,000	-	194,458,000
FY 2022	63,007,000	130,126,000	15,000,000	208,133,000
FY 2023	47,080,000	124,654,000	15,000,000	186,734,000
FY 2024	56,481,000	133,655,000	15,000,000	205,136,000
FY 2025	63,177,000	128,755,000	15,000,000	206,932,000
FY 2026	74,194,000	107,072,000	15,000,000	196,266,000
TOTAL FUNDING	\$ 351,510,000	\$ 771,149,000	\$ 75,000,000	\$1,197,659,000

[1] CB 24 - 2020 adjusted County Funds for FY 2021 thru FY 2026

[2] Funding for Alternative Construction Financing (Public Private Partnership)

[3] In May/June 2020, the State and Prince George's County Council approved the FY 2021 CIP budget of \$194.4 million. This amount includes a \$46.3 million commitment from the State (including enrollment growth and relocatable classrooms) plus \$1.209 million in Aging School Program State Funding, and \$146.9 million from the County.

Board of Education Approved FY 2021 CIP Funding

\$194,458,000



FY 2021 Capital Improvement Projects

Major Projects and Modernizations (State & County Funded)	Total Project Estimated Cost	FY 2021 Approved Funding	
		State	County
William Wirt MS Replacement	84,454,942	12,029,000	18,562,000
New Glenridge Area MS	80,145,734	12,059,000	14,383,000
Cherokee Lane ES Replacement @ Buck Lodge Site	34,007,000	8,957,000	2,423,000
William Schmidt Outdoor Ed. Center Reno/Add [1]	40,128,000	8,498,000	6,003,000
Suitland HS Campus - Renovation/Replacement	191,260,000	-	-
High Point HS Modernization	204,751,000	-	-
New Northern Adelphi Area HS	192,621,000	-	7,000,000
Cool Spring Addition to Judith Hoyer / Reno	72,729,000	-	-
New International HS at Langley Park	34,338,000	-	-
Stephen Decatur MS Limited Renovation [2]	N/A	-	250,000
Major Projects and Modernizations Sub Total	\$ 934,434,676	\$ 41,543,000	\$ 48,621,000

FY 2021 Future Funded Modernizations & Replacements (State & County Funded)	Total Project Estimated Cost	FY 2021 Approved Funding	
		State	County
Margaret Brent Neighborhood ES	60,500,000	-	-
Cooper Lane ES Addition & ADA Upgrades	25,417,948	-	-
Beacon Heights ES Addition & ADA Upgrades	30,579,914	-	-
Bladensburg ES Addition & ADA Upgrades	10,000,000	-	-
Future Major Projects and Modernizations Sub Total	\$ 126,497,862	\$ -	\$ -

Systemic Projects (State & County Funded)	Total Project Estimated Cost	FY 2021 Approved Funding	
		State	County
Charles Flowers HS HVAC Upgrade [3]	10,000,000	4,819,000	-
Systemic Projects Sub Total	\$ 10,000,000	\$ 4,819,000	\$ -

Funding Restoration Projects from Prior Year Approved Systemic Replacement Projects (County Funded Only)	Total Project Estimated Cost	FY 2021 Approved Funding	
		State	County
Andrew Jackson MS HVAC Modernization	1,072,000	-	1,484,000
Central HS HVAC Modernization	2,000,000	-	2,000,000
Robert Goddard Montessori HVAC Modernization	2,000,000	-	2,000,000
Restoration Projects Sub Total	\$ 5,072,000	\$ -	\$ 5,484,000

[1] William Schmidt OEC additional \$1.899 million funding approved by the State after OMB recommendations were sent to the County Council.

[2] Stephen Decatur - County technical adjustment to budget. Total budget is \$20,622,000 not included in the Board approved FY 2021- 2026 Request.

[3] Charles Flowers HS HVAC funding approved by the State after OMB recommendations were sent to the County Council.

FY 2021 Capital Improvement Projects

Funding Restoration Projects from Prior Year Approved Open Space Pod Conversion Projects (County Funded Only)	Total Project Estimated Cost	FY 2021 Approved Funding	
		State	County
Hollywood ES Open Space Pod Conversion Project	600,000	-	-
Indian Queen ES Open Space Pod Conversion Project	400,000	-	-
Potomac Landing ES Open Space Pod Conversion Project	600,000	-	-
Eleanor Roosevelt HS Open Space Pod Conversion Project	150,000	-	-
Largo HS Open Space Pod Conversion Project	350,000	-	-
Restoration Projects Sub Total	\$ 2,100,000	\$ -	\$ -

Shortfall for Prior Approved Projects (County Funded Only)	Total Project Estimated Cost	FY 2021 Approved Funding	
		State	County
Open Space Pod Projects Financial Closeouts	1,500,000	-	-
Secondary School Reform Project Financial Closeouts	1,505,000	-	3,000,000
Central HS HVAC Modernization	19,000,000	-	19,000,000
Various Schools Systemic Replacement Project Financial Closeouts	2,000,000	-	3,907,000
Shortfall for Prior Approved Projects Sub Total	\$ 24,005,000	\$ -	\$ 25,907,000

Staged Renovation Projects (County Funded Only)	Total Project Estimated Cost	FY 2021 Approved Funding	
		State	County
Healthy Schools (HVAC)	63,738,400	-	2,900,000
Core Enhancements	30,360,000	-	1,100,000
Future Ready Teaching & Learning	19,150,000	-	500,000
Safe Passages to Schools (SPS)	11,250,000	-	500,000
Secure Accessible Facilities Entrances Projects (SAFE)	4,500,000	-	750,000
Staged Renovation Projects Sub Total	\$ 128,998,400	\$ -	\$ 5,750,000

Compliance Mandate Projects (County Funded Only)	Total Project Estimated Cost	FY 2021 Approved Funding	
		State	County
Asbestos Abatement (HCT & HFT)	4,800,000	-	800,000
ADA Upgrades	6,000,000	-	3,000,000
Buried Fuel Tank Replacements	3,000,000	-	500,000
CFC Control and A/C Modernization	1,800,000	-	-
Code Corrections (Fire Alarms, Hydrants)	9,704,000	-	625,000
Lead Remediation	2,100,000	-	500,000
Compliance Mandate Projects Sub Total	\$ 27,404,000	\$ -	\$ 5,425,000

FY 2021 Capital Improvement Projects

Other County-Wide Projects (County Funded Only)	Total Project Estimated Cost	FY 2021 Approved Funding	
		State	County
Security Upgrades	15,000,000	-	3,000,000
Stadium Upgrades	19,800,000	-	2,300,000
Stand-Alone Classrooms	9,000,000	-	-
Other County Wide Projects Sub Total	\$ 311,814,000.00	\$ 1,209,000	\$ 55,700,000
Grand Total	\$ 1,570,325,938	\$ 47,571,000	\$ 146,887,000

Capital Improvement Program Budget Development Calendar

Key dates in the development process for the fiscal year 2021 Capital Improvement Program budget area presented below:

Event	Date
First Reader of Requested CIP	September 2019
Public Hearing	September 2019
Board of Education Approval of CIP	September 2019
CIP submitted to County Executive and County Council	October 2019
First submission to the State Interagency Committee	October 2019
Final submission to the State Interagency Committee	November 2019
PSCP recommends projects to IAC and LEAs are subsequently notified of Designees' recommendations	December 2019
Interagency Commission Hearing	December 2019
County Executive holds public hearing for County Budget	January 2020
IAC approves 90% of the submitted FY 2021 Capital Budget	February 2020
County Executive submits Requested Budget to the County Council	February/March 2020
County Executive's second required Budget Hearing	March 2020
Maryland State Legislature adopts its final budget, including school funded amounts	April 2020
County Council holds two budget hearings	April/May 2020
IAC approves 100% of the submitted FY 2021 Capital Budget	May 2020
State allocations available	June 1, 2020
County Council approves budget for Prince George's County	June 2020
Fiscal Year 2021 budget takes effect	July 1, 2020



Financial Plan



Statement of Budgeting Basis for All Funds

Basis of Budgeting...

In Accordance with §5-101 of the Education Article of the Annotated Code of Maryland, and with the advice of the Chief Executive Officer, the Board of Education prepares and adopts an annual budget. The general fund is subdivided into state mandated categories. Categories include: Administration, Mid-level Administration, Instructional Salaries, Instructional Materials, Instructional Other, Special Education, Student Personnel Services, Student Health Services, Student Transportation Services, Operation of Plant and Maintenance of Plant, Fixed Charges, Food Service, Community Services, and Capital Outlay. With the annual budget, the Board shall provide the number of full-time equivalent positions included within each major category, and a description of any fund balances or other moneys held by any outside source, including insurers that are undesignated or unreserved and are under the direction and control of the Board of Education.

The Chief Executive Officer is responsible for the management of the Operating Budget so as to make the most effective use of resources in meeting the objectives of the school system, and for limiting expenditures to prevent exceeding the appropriations authorized in the annual operating budget. The Board of Education may approve changes to the budget recommended by the Chief Executive Officer by transferring funds within categories. However, transfers between categories must be approved by the Board of Education and the County Council in accordance with Board Policy 3160 – Transfer of Funds (Adopted 8/24/78, Amended 3/13/03) and pursuant to Education Article, Section 5-105 of the Annotated Code of Maryland (Revised 2009) prior to actual transfer. All unexpended or unencumbered appropriations terminate at year-end and are not available for use in subsequent periods.

The legal level of budgetary control is at the category level (the level at which expenditures cannot legally exceed the approved budget). However, school and office budgets contain detail by object class (i.e., salaries and wages, supply and materials, contracted services, etc.), and by line item within each object class (i.e., full-time salaries, health insurance, life insurance, etc.). Through the use of summary templates, a functionality of the software used by the Board of Education, schools and offices have the flexibility of expending funds as needed, as long as the total of their budgets are not exceeded. Adjustments to the budget that are within category and below \$100,000 for unrestricted funds and \$500,000 for restricted funds require the approval of the Chief Financial Officer, or designee. Adjustments above \$100,000 unrestricted funds and \$500,000 restricted funds within category or that changes the authorized position total, require Board approval. Any adjustment that changes category totals, regardless of the amount, requires Board and County Council approval.

A budget is not adopted by the County Council for the Special Revenue fund supporting Food and Nutrition Services program but expense appropriations are made under the Division of Supporting Services by the Board of Education.



Summary of Significant Accounting Policies...

The accounting policies of the Board conform to generally accepted accounting principles as applicable to state and local government entities. The significant accounting policies applicable to various funds and account groups of the Board are outlined below:

BASIS OF FUND ACCOUNTING

The Board maintains accounts based on funds, each of which is considered a separate accounting entity with separate sets of self-balancing accounts that comprise its assets, liabilities, fund balance/retained earnings and revenue and expenditures/expenses. The basis used for all funds is in accordance with generally accepted accounting principles applicable to state and local governments.

BASIS OF ACCOUNTING

All governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. PGCPs primary sources of revenue are funds appropriated by other governmental units. Accordingly, most revenues are considered to be available at the time they are appropriated. Governmental fund expenditures are recognized when the liability is incurred. PGCPs uses the modified accrual basis of accounting for governmental funds. All proprietary and trust funds follow the accrual basis of accounting. These funds are accounted for on a flow of economic resources measurement focus (i.e., internal service funds).

ENCUMBRANCE METHOD OF ACCOUNTING

The Board's legal budget for the General Fund is prepared using the encumbrance method of accounting. Under this method, commitments such as purchase orders and contracts are recorded or accrued as expenditures when liabilities are incurred for goods received or services rendered. When the actual expenditure takes place, the accounts are adjusted for any difference between the actual expenditure and the commitment previously recorded. Any outstanding commitments at the end of the fiscal year are reserved in the fund balance.

Budgetary control is maintained at various levels by the encumbrance of estimated purchase amounts prior to release of purchase orders to vendors. Purchase orders that result in an over-obligation of available balances are not released until additional appropriations are made available. Open encumbrances are reported as reservations of fund balance. All unexpended or unencumbered appropriations terminate at year-end and are not available for use in subsequent periods.

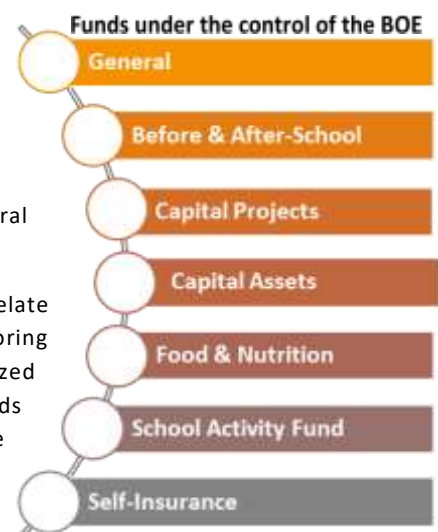
Fund Classification Structure...

The budget consists of seven funds under the control of the Board of Education. These funds are:

GENERAL (CURRENT EXPENSE) FUND

The General Fund (also known as the "Current Expense Fund") accounts for all financial transactions in support of the educational process which are not recorded in other funds. Maryland law requires that this fund operate under a legally adopted annual budget. The General Fund budget is prepared using the encumbrance method for budget accounting and is approved by the Board of Education and the Prince George's County Council. Budgetary Control – the General Fund operates under a legally adopted, annual budget.

The "restricted" revenues and expenditures of the Current Expense Fund relate primarily to grant activities for which the Board receives funding by various sponsoring governmental agencies and others. Revenues from these activities are recognized when funds are expended for the purposes of the grant award. Accordingly, funds received for grant activities for which expenditures have not yet been made are recorded as deferred revenue.



BEFORE AND AFTER-SCHOOL FUND

The Before and After-School Fund, a special revenue fund, accounts for financial transactions relating to providing school age child care services before and after school hours. This fund is dependent upon fees collected from participants.

The Before and After-School Fund is maintained on a modified accrual basis. Under this method of accounting, revenues and other governmental fund financial resource increments are recognized in the accounting period in which they become susceptible to accrual; that is, when they become both measurable and available to finance expenditures of the fiscal period. The measurement focus for Before- and After-School funds is on changes in the net current assets. Commitments such as purchase orders and contracts are not recorded as expenditures until a liability is incurred for goods received or services rendered. However, these outstanding commitments, if any, are reserved in the fund balance of the fund at the end of the fiscal year.

CAPITAL PROJECTS FUND

The Capital Projects Fund accounts for all financial transactions relating to the Capital Improvement Program (CIP) that includes construction or major renovation of buildings and facilities, purchase and installation of related equipment, and other purchases of fixed assets not accounted for in other funds. The CIP operates under an annual budget legally adopted at the County government level. (This budget is presented in a separate document.)

The Capital Projects Fund is maintained on a modified accrual basis and operates under an annual budget legally adopted at the County level. Under this method of accounting, revenues and other governmental fund financial resource increments are recognized in the accounting period in which they become susceptible to accrual; that is, when they become both measurable and available to finance expenditures of the fiscal period. The primary revenue sources susceptible to accrual under the modified accrual basis are from the County and State Government. Approved County funded projects are to be paid through proceeds of County School Construction Bond sales and reimbursed to the Board for approved capital project expenditures. Periodically, the Board enters into lease purchase agreements to fund large expenditures for school buses, utility vehicles and major durable equipment that are reported as part of the Capital Projects Fund. Due to the length of time required for production between ordering and receiving these items, a portion of the expenditures related to these items occur in the fiscal year preceding the agreement.

CAPITAL ASSETS FUND

Expenditures of the Capital Assets Fund, as well as purchases of major durable equipment charged to the General and Food Nutrition Services funds, are capitalized in accordance with the school system's capitalization policy and reported in the statement of Net Assets (one of the two school system-wide financial statements). Land, buildings, site improvements, vehicles, equipment and construction-in-progress with an initial cost of \$5,000 or more and estimated useful lives in excess of one year are classified as capital assets. Capital assets are recorded at historical cost when the value is known and at estimated historical cost when the actual acquisition cost is not known. Depreciation is calculated using the straight-line method.

FOOD AND NUTRITION SERVICES FUND

The Food and Nutrition Service Fund, a special revenue fund, accounts for financial transactions relating to the school breakfast, school lunch, and child and adult nutrition care programs. This fund is dependent upon federal and state subsidies to supplement and support the breakfast and lunch programs. Federal subsidies are the sole support of the child and adult nutrition care programs.

The Food and Nutrition Services Fund is maintained on a modified accrual basis. Under this method of accounting, revenues and other governmental fund financial resources. Increments are recognized in the accounting period in which they become susceptible to accrual; that is, when they become both measurable and available to finance measurement expenditures of the fiscal period. The primary revenue sources susceptible to accrual under the modified accrual basis are from the State and Federal Government. The measurement focus for the Food and Nutrition Services Fund is on changes in the net current assets. Commitments such as purchase orders and contracts are not recorded as expenditures until a liability is incurred for goods received or services rendered. However, these outstanding commitments, if any, are reserved in the fund balance of the fund at the end of the fiscal year.

SCHOOL ACTIVITY FUND

Each individual school maintains a school activity fund to account for cash resources of various clubs, organizations, and annual Board allotments. These agency funds, classified as fiduciary funds, are subject to annual review by the Board's Internal Audit Department.

These funds account for all monies raised in the name of schools or school organizations, monies collected from students and all monies collected at school sponsored activities. Responsibility for administering the funds rests with each school principal. Board of Education procedures require uniform financial accountability for receipts and disbursements. School activity funds are administered at all schools and special centers; each has its own bank account and is subject to review by the Board's Internal Audit Department. The students and community populations generate the majority of the cash receipts which flows through school activity funds. The balance originates from the Board's General Fund.

SELF-INSURANCE FUND

The Self-Insurance Fund is a proprietary fund where revenues are recorded when earned and expenses are recorded when liabilities are incurred. This fund is an internal service fund and accounts for activities relating to funding the Board's Vehicle Liability, Group Life and Health Insurance programs. Services provided are exclusive to the Board and are distinguishable from activities provided by other funds.

The Board is self-insured for group and vehicle claim liabilities. The commercial insurance carrier, for a fee based on the claims and participation, performs processing of claims and other administrative matters. Under the arrangement, the Board is required to pay additional amounts to the insurance carrier if actual annual claims are more than an "aggregate claims target." Administrative costs, such as printing, legal services and clerical support are borne by the fund. The Board is fully insured for group life insurance.

Budget Highlights

	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
REVENUE				
Board Sources	20,454,257	16,293,003	16,293,003	18,231,442
County Sources	763,978,719	786,469,600	786,469,600	815,795,000
Federal Sources	88,511,534	124,487,315	154,519,060	154,414,451
State Sources	1,138,095,441	1,227,872,982	1,225,358,642	1,287,369,279
Fund Balance - Prior Year	-	28,000,000	28,000,000	43,696,062
Total Revenue:	\$ 2,011,039,951	\$ 2,183,122,900	\$ 2,210,640,305	\$ 2,319,506,234

EXPENDITURES

Restricted and Unrestricted:

Unrestricted Programs	1,888,629,617	2,013,192,041	2,010,677,701	2,106,302,811
Restricted Programs	99,908,877	169,930,859	199,962,604	213,203,423
Total Expenditures	\$ 1,988,538,494	\$ 2,183,122,900	\$ 2,210,640,305	\$ 2,319,506,234

Category:

Administration	\$ 60,131,928	87,702,853	81,298,965	88,810,485
Mid-Level Administration	125,400,733	136,984,417	134,945,162	145,052,729
Instructional Salaries	679,195,667	745,645,412	727,494,720	787,584,442
Textbooks and Instructional Materials	18,729,851	21,243,729	30,323,345	21,260,815
Other Instructional Costs	94,660,283	87,423,023	113,830,507	92,650,021
Special Education	285,712,742	301,992,947	317,630,812	322,436,030
Student Personnel Services	20,437,006	31,273,458	26,791,082	45,521,577
Student Health Services	17,473,865	23,580,697	21,330,932	24,951,102
Student Transportation Services	107,829,139	110,755,596	120,674,917	111,716,468
Operation of Plant	126,437,917	138,821,121	138,108,199	142,519,545
Maintenance of Plant	47,299,674	43,933,355	57,639,545	48,241,782
Fixed Charges	401,992,561	447,417,339	435,249,073	476,294,339
Food Service Subsidy	-	2,155,343	1,433,089	7,416,889
Community Services	3,137,128	3,868,610	3,564,957	4,775,010
Capital Outlay	100,000	325,000	325,000	275,000
Total Expenditures:	\$ 1,988,538,494	\$ 2,183,122,900	\$ 2,210,640,305	\$ 2,319,506,234

Enrollment

K - 12	127,524	128,737	130,679	132,445
Pre-K - 12	132,667	134,265	135,962	138,177

Cost Per Pupil*

K - 12	\$14,761	\$16,121	\$15,946	\$16,581
Pre-K - 12	\$14,328	\$15,714	\$15,558	\$16,156

Schools In Operation**

Elementary	121	121	121	121
Academies	13	13	13	13
Secondary	52	52	52	52
Special Centers	7	7	7	7
Charters	11	11	11	12
Other	5	5	5	5
Total School Facilities:	209	209	209	210

Temporary Buildings

Temporaries	566	566	566	574
Estimated number of students in temporary classrooms	14,150	14,150	14,150	14,350
Percent of students in temporary classrooms	10.7%	10.5%	10.4%	10.4%

*Per Pupil Cost calculation is based on the State formula which excludes equipment, community services, and outgoing transfers, from total school system costs.

**Includes Charter School

Description of Revenue Sources

Revenue sources supporting the Board of Education's Operating Budget are appropriated in five major categories as required by the Education Articles of the Public School Laws of Maryland, §5-101:

FEDERAL

Restricted grant programs comprise the majority of federal source revenue and includes programs such as Title I, Title II, Junior ROTC, Medicaid reimbursement and the State Pass-through Grant for Special Education. Amounts budgeted for restricted federal programs are based on information provided by federal agencies supporting the grants, information provided by MSDE as the pass-through State Educational Agency for certain federal grants, and historical trend. The FY 2020 Approved budget was revised to include funding to support the Elementary and Secondary School Emergency Relief (ESSER) grant under the Coronavirus Aid Relief and Economic Security (CARES) Act. Unrestricted federal revenue is from Impact Aid, which assists local school districts that have lost property tax revenue due to the presence of tax-exempt Federal property.

STATE

The General Assembly passed the Bridge to Excellence in Public Schools Act during the 2002 legislative session. This act established the Major State Aid Programs unrestricted funding structure. Amounts budgeted for the State Share of the Foundation Program, State Compensatory Education, Limited English Proficiency Aid, Student Transportation Aid and Students with Disabilities are all formula-based calculations provided by the Maryland State Department of Education (MSDE). Also included in state revenue is the Geographic Cost of Education Index (GCEI). This discretionary revenue was funded at 50% of the formula in fiscal year 2016. GCEI is budgeted at 100% percent in this budget, as this formula was legislated as a mandatory revenue source as of FY 2017. Net Taxable Income (NTI) is also considered unrestricted state revenue, and it is budgeted at a 100% phase-in rate. Restricted grants that are competitive in nature are estimated based on historical trends for similar programs.

BOARD

Amounts budgeted as Board Source revenue include non-government sources such as tuition for non-resident students, community building use fees and reimbursements, interest earnings on cash investments, and other miscellaneous revenues. These revenue sources do not vary greatly and therefore are budgeted based on historical trends, but adjusted for anticipated fees and/or participation changes.

Revenue Estimates

Federal Revenue for FY 2021 is approved at \$154,414,451 supporting 6.66% of the Operating budget. This amount is \$104,609 below the FY 2020 Revised Approved funding level, and is mainly attributable to a decrease in CARES Act funding, offset by an increase in Medicaid reimbursement and other federal grants.

State Revenue for FY 2021 is approved at \$1,287,369,279, supporting 55.50% of the Operating budget. This amount is \$62,010,637 above the FY 2020 Revised Approved funding level, and is mainly attributable to formula increases due to increases in student enrollment, including funding in the amount of \$60,133,619 to support the General assembly's establishment of the principles of the Blue Print for Maryland's Future that are intended to transform Maryland's educational systems to the levels of high-performing systems around the world.

Board Revenue for FY 2021 is approved at \$18,231,442, supporting 0.79% of the Operating budget. This amount is \$1,938,439 above the FY 2020 Revised Approved funding level, and is mainly due to estimated increases in interest earnings on cash investments.

COUNTY

County revenue is provided through appropriation by the County Council. Property taxes, income taxes, telecommunications tax (HB-949), fines and fees are the sources for the majority of the local revenues. FY 2021 amounts include \$20.0 million estimated from telecommunications tax and \$57.5 million estimated from energy taxes. Telecommunications Tax rate is 9%, an increase of 1% per Council County CB-32-2015. In fiscal year 2016 Real Property taxes were increased in Prince George's County by \$0.04 per County Council CB-32-2015 applied to the assessable real property base to \$1.00 per \$100 of assessed value. County Charter limits taxable assessment growth from the prior year for owner occupied residential property to the growth in the Consumer Price Index from the previous 12 months, but not to exceed 5%. The Charter also requires voter approval of most other fee increases.

FUND BALANCE

Amounts budgeted as the unreserved fund balance are a one-time source that may be needed to provide a funding bridge in support of school system priorities, fund one-time purchases, unanticipated expenditure requirements or offset an unanticipated shortfall in revenue.

Revenue Estimates

County Revenue for FY 2021 is approved at \$815,795,000, supporting 35.20% of the Operating budget. This amount is \$29,325,400 above FY 2020 Revised Approved funding level.

Fund Balance for FY 2021 is approved at \$43,696,062, supporting 1.88% of the Operating budget. This amount is \$15,696,062 above the FY 2020 Revised Approved funding level.

Maintenance of Effort

State law requires each County to at least provide local funds for the next fiscal year at the same per pupil level as the current fiscal year. The formula, also known as the “Maintenance of Effort” (MOE) funding level, compares enrollment for the current fiscal year with enrollment from the previous fiscal year to determine the required local funding level for the next fiscal year. The MOE requirement, when met, ensures that local funds change by at least the rate of enrollment growth from the prior year. Local funds may be appropriated above the MOE, and those will be included in future years’ calculations, unless excluded in certain cases under state law. For the FY 2021 Approved budget, the County Contribution is projected to exceed the MOE requirement by \$190,563.

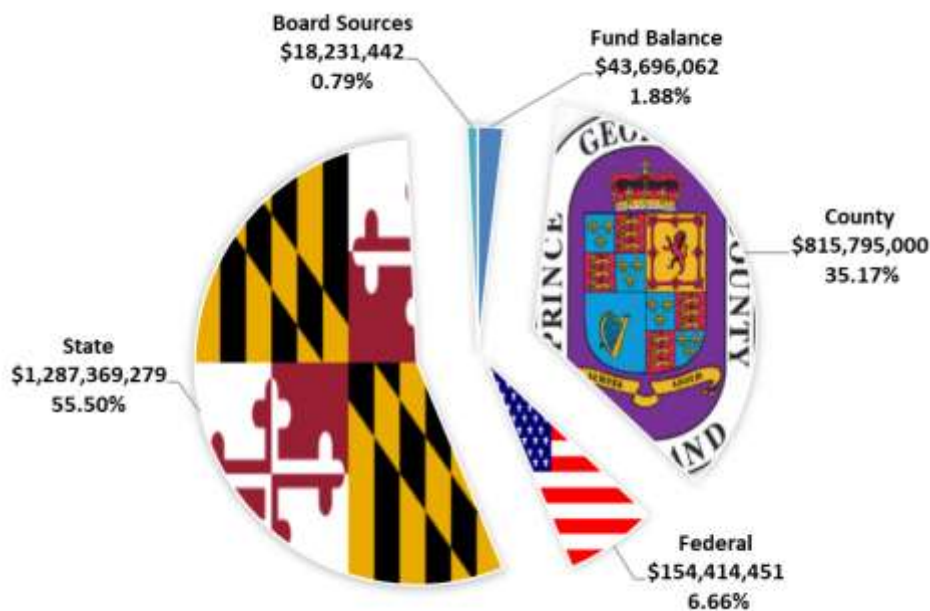
As a result of the transfer of the normal cost of Teacher’s Pension (HB 1801) to the Board of Education, the county was required to supplement local funding at a predetermined amount for FY 2013 through FY 2016. For FY 2017 and beyond, the FY 2016 predetermined amount was included in the base MOE calculation; and therefore, will be included in the Minimum Required County Contribution.

Five-Year History of County Maintenance of Effort Calculation

Fiscal Year	Minimum Required County Contribution	Energy and Telecom Taxes, Program Shift	Approved County Contribution	Amount Over Maintenance of Effort
2021	\$ 738,032,937	\$ 77,571,500	\$ 815,795,000	\$ 190,563
2020	\$ 701,107,580	\$ 66,543,768	\$ 786,469,600	\$ 18,818,252
2019	\$ 685,509,195	\$ 64,456,106	\$ 763,562,900	\$ 13,597,599
2018	\$ 642,966,558	\$ 66,116,300	\$ 739,181,200	\$ 30,098,342
2017	\$ 613,240,844	\$ 66,170,900	\$ 698,329,100	\$ 18,917,356

FY 2021 Revenue as Percent of Total Approved Budget

\$2,319,506,234

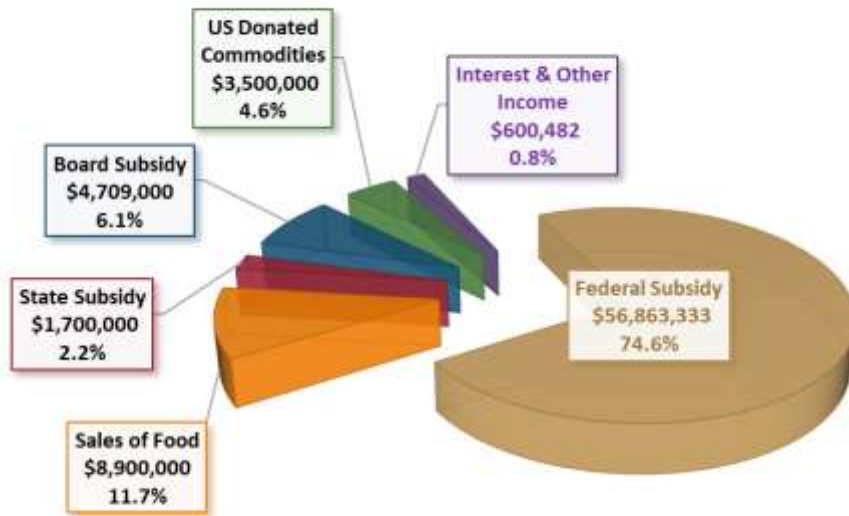


Special Revenue Funds

Food and Nutrition Services...

Description of Revenue Sources: The Food and Nutrition Services program is not included in the Board of Education’s Operating Budget total that is appropriated by the County Council. It is reported in the budget document under the heading “Non-Operating Budget.” As a Special Revenue Fund, revenues related to the Food and Nutrition Services operations are set apart or limited to support the preparation and distribution of meals for students and to sponsor the Adult Care Food Program. Budgeted revenues for the program are comprised of Board subsidies, US Donated Commodities, Federal Subsidies, Interest and Other Income, Sales and State subsidies. Federal subsidies and Sales of Food provide the majority of the revenues for the program comprising 74.6% and 11.7% of the total budget, respectively. Board and State subsidies, donated commodities, and other income make up the remaining 13.7%.

FY 2021 Revenue as Percent of Food and Nutrition Services
\$76,272,815



Revenue Assumptions and Trends...

Federal and state subsidies supporting the Food and Nutrition program are estimated based on the formula applied to the number of students eligible for free and reduced meals and estimated participation. Revenues valuing United States donated commodities are based on historical trends adjusted for anticipated availability. Sales estimated reflect student participation trends adjusted for anticipated meal price changes, if any. The Board subsidy funds ongoing Food and Nutrition Services expenses.

Changes in Revenue

Revenue Source	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved	Change	% Change
					from FY 2020 Revised to FY 2021 Approved	from FY 2020 Revised to FY 2021 Approved
Federal Sources:						
<i>Unrestricted:</i>						
Impact Aid	\$ 98,140	\$ 80,000	\$ 80,000	\$ 98,140	\$ 18,140	22.7%
<i>Restricted:</i>						
Medicaid Reimbursement	5,935,158	6,756,050	6,756,050	9,144,754	2,388,704	35.4%
Coronavirus Aid, Relief, and Economic Security Act (CARES)	-	-	30,031,745	23,531,745	(6,500,000)	-21.6%
Federal Restricted Grants	82,478,236	117,651,265	117,651,265	121,639,812	3,988,547	3.4%
Total Restricted:	88,413,394	124,407,315	154,439,060	154,316,311	(122,749)	-0.1%
Total Federal Sources	\$ 88,511,534	\$ 124,487,315	\$ 154,519,060	\$ 154,414,451	\$ (104,609)	-0.1%
State Sources:						
<i>Unrestricted:</i>						
Limited English Proficiency Aid	\$ 107,414,841	\$ 113,918,817	\$ 113,918,817	\$ 126,626,576	\$ 12,707,759	11.2%
Foundation Program	539,619,273	549,243,367	549,243,367	567,228,429	17,985,062	3.3%
Geographic Cost of Education Index	43,072,564	44,290,251	44,290,251	45,949,535	1,659,284	3.7%
Compensatory Education	286,326,195	289,088,420	289,088,420	298,753,795	9,665,375	3.3%
Guaranteed Tax Base	1,294,260	-	-	-	-	0.0%
Special Education	43,258,533	46,094,508	46,094,508	47,575,984	1,481,476	3.2%
Nonpublic Placements	22,672,485	23,863,801	23,863,801	23,863,801	-	0.0%
Transportation Aid	41,559,037	44,368,583	44,368,583	45,654,473	1,285,890	2.9%
Supplemental Grant	20,505,652	20,505,652	20,505,652	20,505,652	-	0.0%
Net Taxable Income ¹	29,288,485	27,763,497	27,763,497	29,908,768	2,145,271	7.7%
Other State Aid	(16,312)	-	-	-	-	0.0%
Tax Incremental Financing	-	3,061,125	546,785	880,030	333,245	60.9%
Blue Print for Maryland's Future- Prekindergarten	-	14,026,871	14,026,871	15,555,578	1,528,707	10.9%
Blue Print for Maryland's Future-Teacher Salary Incentive	-	13,386,052	13,386,052	13,386,052	-	0.0%
Total Unrestricted:	1,134,995,013	1,189,610,944	1,187,096,604	1,235,888,673	48,792,069	4.1%
<i>Restricted:</i>						
State Restricted Grants	3,609,155	12,046,709	12,046,709	20,288,617	8,241,908	68.4%
Blue Print for Maryland's Future- Concentration of Poverty	-	11,197,485	11,197,485	16,174,145	4,976,660	44.4%
Blue Print for Maryland's Future-Mental Health Coordinator	-	83,333	83,333	83,333	-	0.0%
Blue Print for Maryland's Future-Special Education	-	10,114,897	10,114,897	10,114,897	-	0.0%
Blue Print for Maryland's Future-Transitional Supplemental Instruction	-	4,819,614	4,819,614	4,819,614	-	0.0%
Total Restricted:	3,609,155	38,262,038	38,262,038	51,480,606	13,218,568	34.5%
Total State Sources	\$ 1,138,604,168	\$ 1,227,872,982	\$ 1,225,358,642	\$ 1,287,369,279	\$ 62,010,637	5.1%
Board Sources:						
<i>Unrestricted:</i>						
Tuition and Texts						
General	\$ 2,801,413	\$ 3,331,218	\$ 3,331,218	\$ 2,024,657	\$ (1,306,561)	-39.2%
Reimbursement for use of Buildings & Vehicles	4,062,649	4,084,779	4,084,779	4,084,779	-	0.0%
Interest Earned	7,844,033	3,200,000	3,200,000	6,300,000	3,100,000	96.9%
Miscellaneous	3,112,219	3,412,400	3,412,400	3,412,400	-	0.0%
Total Unrestricted:	17,820,314	14,028,397	14,028,397	15,821,836	1,793,439	12.8%
<i>Restricted:</i>						
Board Sources	2,125,216	2,264,606	2,264,606	2,409,606	145,000	6.4%
Total Restricted:	2,125,216	2,264,606	2,264,606	2,409,606	145,000	6.4%
Total Board Sources	\$ 19,945,530	\$ 16,293,003	\$ 16,293,003	\$ 18,231,442	\$ 1,938,439	11.9%
County Sources:						
<i>Unrestricted:</i>						
County Contribution	\$ 760,412,450	\$ 781,472,700	\$ 781,472,700	\$ 810,798,100	\$ 29,325,400	3.8%
<i>Restricted:</i>						
County Restricted Contribution	3,336,475	4,356,810	4,356,810	4,356,810	-	0.0%
County Restricted Other Agencies	229,794	640,090	640,090	640,090	-	0.0%
Total Restricted:	3,566,269	4,996,900	4,996,900	4,996,900	-	0.0%
Total County Sources	\$ 763,978,719	\$ 786,469,600	\$ 786,469,600	\$ 815,795,000	\$ 29,325,400	3.7%
Prior Year Fund Balance	-	28,000,000	28,000,000	43,696,062	15,696,062	56.1%
TOTAL REVENUE	\$ 2,011,039,951	\$ 2,183,122,900	\$ 2,210,640,305	\$ 2,319,506,234	\$ 108,865,929	4.9%

¹Senate Bill 0277 - Requires that state education aid formulas that are dependent upon local wealth be calculated twice, using wealth figures that are based upon a net taxable income (NTI) amount for each county using tax return data filed by September 1 and again using data filed by November 1. Each local school system will receive the greater total State aid amount of the results from the two calculations.

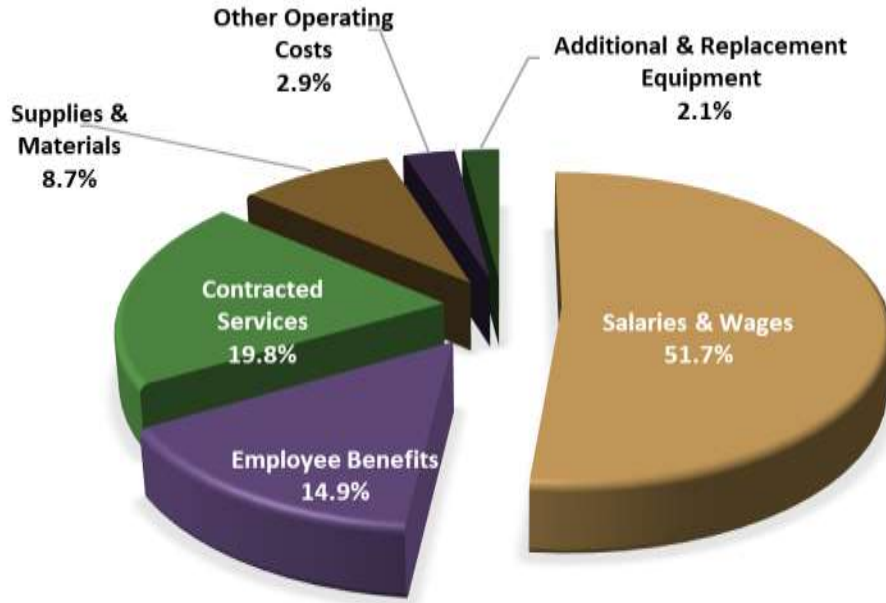
Restricted Program Summary

Restricted Program	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved	Change from FY 2020 Revised to FY 2021 Approved	% Change from FY 2020 Revised to FY 2021 Approved
<u>MAJOR FEDERAL AID FORMULA GRANT PROGRAMS:</u>						
TITLE I	\$ 26,556,072	\$ 35,626,463	\$ 35,626,463	\$ 34,802,004	\$ (824,459)	-2.3%
TITLE II - Eisenhower Teacher Quality	963,938	3,984,708	3,984,708	3,708,870	(275,838)	-6.9%
TITLE III - Emergency Immigrant Ed	2,266,414	3,120,970	3,120,970	3,043,951	(77,019)	-2.5%
TITLE IV - Safe & Drug Free Schools/SAES Grant	263,391	974,225	974,225	2,665,293	1,691,068	173.6%
PERKINS CTE Program	1,156,229	1,359,072	1,359,072	1,364,821	5,749	0.4%
SPECIAL EDUCATION GRANTS - IDEA PART B	25,472,465	26,171,570	26,171,570	26,171,570	-	0.0%
Total Major Federal Aid Formula Grant Programs:	\$ 56,678,509	\$ 71,237,008	\$ 71,237,008	\$ 71,756,509	\$ 519,501	0.7%
<u>FEDERAL/STATE PROJECT GRANTS:</u>						
Adolescent Single Parenting Program	\$ 179,229	\$ 185,000	\$ 185,000	\$ 185,000	\$ -	0.0%
Fine Arts Initiative Grant	49,181	70,367	70,367	70,367	-	0.0%
Homeless Education	24,979	79,053	79,053	88,129	9,076	11.5%
JP Hoyer Early Care & Education Grant	263,135	250,000	250,000	250,000	-	0.0%
JP Hoyer Enhancement Grant	106,407	117,504	117,504	117,504	-	0.0%
JROTC	4,316,626	4,673,575	4,673,575	4,673,575	-	0.0%
Neediest Kids Grant	-	2,500	2,500	2,500	-	0.0%
Other Restricted Programs	21,005,754	71,217,783	101,249,528	123,883,946	22,634,418	22.4%
PG Community Television - COMCAST	28,900	75,000	75,000	75,000	-	0.0%
Special Education Grants	11,917,646	12,058,967	12,058,967	12,100,893	41,926	0.3%
TITLE I - School Improvement Part A., 1003 (a) Program	-	1,053,470	1,053,470	-	(1,053,470)	-100.0%
Teacher & School Leaders Incentive Grant	5,338,511	8,910,632	8,910,632	-	(8,910,632)	-100.0%
TOTAL Federal/State/Local Project Grant Programs:	\$ 43,230,368	\$ 98,693,851	\$ 128,725,596	\$ 141,446,914	\$ 12,721,318	9.9%
GRAND TOTAL GRANT PROGRAMS:	\$ 99,908,877	\$ 169,930,859	\$ 199,962,604	\$ 213,203,423	\$ 13,240,819	6.6%

Notes:

1. Formula Grants are allocations of money to states or their subdivisions in accordance with distribution formulas prescribed by law or administrative regulation, for activities of a continuing nature not confined to a specific project.
2. Project Grants are funds for fixed or known periods, for a specific project which can include fellowships, scholarships, research grants, training grants, traineeships, experimental and demonstration grants. Also, grants for evaluation, planning, technical assistance and construction fall in this classification.

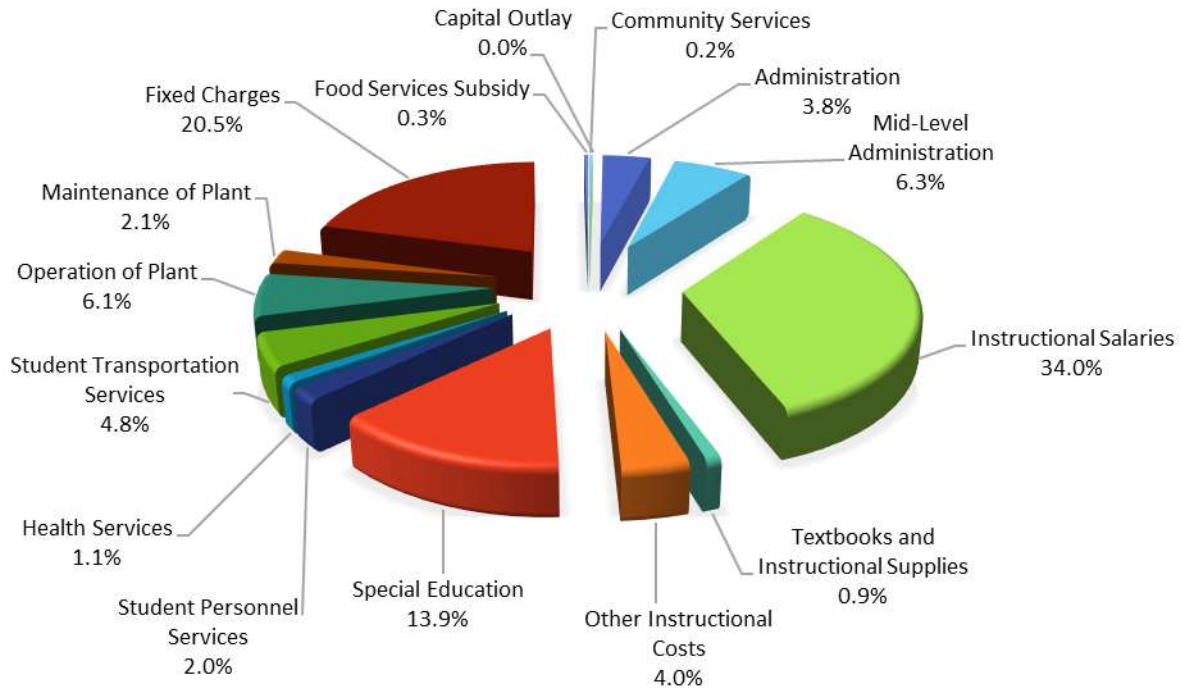
Percent of Total Restricted Expenditures by Object
Restricted Budget Total \$213,203,423



Changes in Operating Expenditures by Category

Expenditures by Category	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved	Change FY 2020 Revised to FY 2021 Approved	Percent Change Revised to FY 2021 Approved
Administration	\$ 60,131,928	\$ 87,702,853	\$ 81,298,965	\$ 88,810,485	\$ 7,511,520	9.2%
Mid-Level Administration	125,400,733	136,984,417	134,945,162	145,052,729	10,107,567	7.5%
Instructional Salaries	679,195,667	745,645,412	727,494,720	787,584,442	60,089,722	8.3%
Textbooks & Instructional Materials	18,729,851	21,243,729	30,323,345	21,260,815	(9,062,530)	-29.9%
Other Instructional Costs	94,660,283	87,423,023	113,830,507	92,650,021	(21,180,486)	-18.6%
Special Education	285,712,742	301,992,947	317,630,812	322,436,030	4,805,218	1.5%
Student Personnel Services	20,437,006	31,273,458	26,791,082	45,521,577	18,730,495	69.9%
Student Health Services	17,473,865	23,580,697	21,330,932	24,951,102	3,620,170	17.0%
Student Transportation Services	107,829,139	110,755,596	120,674,917	111,716,468	(8,958,449)	-7.4%
Operation of Plant	126,437,917	138,821,121	138,108,199	142,519,545	4,411,346	3.2%
Maintenance of Plant	47,299,674	43,933,355	57,639,545	48,241,782	(9,397,763)	-16.3%
Fixed Charges	401,992,561	447,417,339	435,249,073	476,294,339	41,045,266	9.4%
Food Services	-	2,155,343	1,433,089	7,416,889	5,983,800	417.5%
Community Services	3,137,128	3,868,610	3,564,957	4,775,010	1,210,053	33.9%
Capital Outlay	100,000	325,000	325,000	275,000	(50,000)	-15.4%
Total Expenditures by Category:	\$ 1,988,538,494	\$ 2,183,122,900	\$ 2,210,640,305	\$ 2,319,506,234	\$ 108,865,929	4.9%

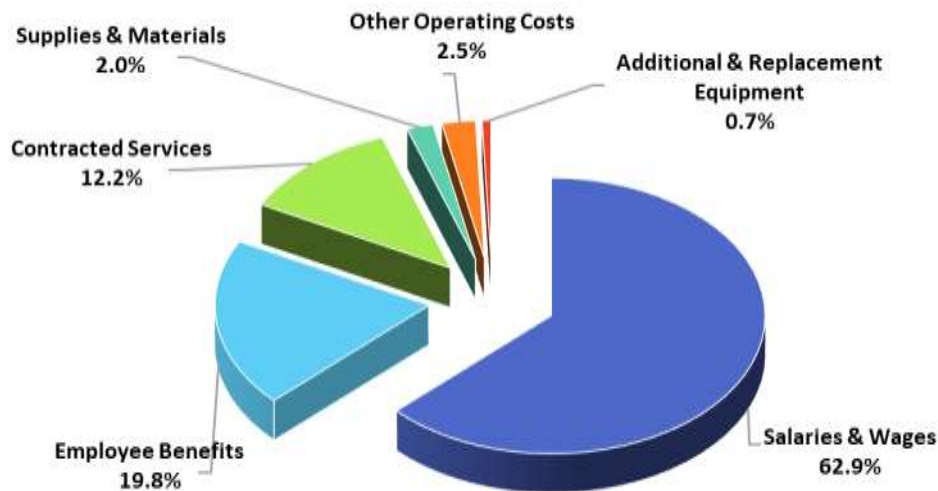
Percent of Total Operating Expenditures by Category
\$2,319,506,234



Changes in Operating Expenditures by Object

Expenditures by Object	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved	Change FY 2020 Revised to FY 2021 Approved	% Change FY 2020 Revised to FY 2021 Approved
Salaries & Wages	\$ 1,234,079,050	\$ 1,369,743,782	\$ 1,337,535,634	\$ 1,458,225,955	\$ 120,690,321	9.0%
Employee Benefits	384,391,298	429,829,293	416,873,595	458,722,648	41,849,053	10.0%
Contracted Services	271,455,570	267,440,623	320,666,832	282,262,628	(38,404,204)	-12.0%
Supplies & Materials	39,384,922	41,931,356	55,733,991	46,136,380	(9,597,611)	-17.2%
Other Operating Costs	50,673,384	60,781,620	57,628,618	58,655,889	1,027,271	1.8%
Additional & Replacement Equipment	8,554,270	13,396,226	22,201,635	15,502,734	(6,698,901)	-30.2%
Total Expenditures by Object:	\$ 1,988,538,494	\$ 2,183,122,900	\$ 2,210,640,305	\$ 2,319,506,234	\$ 108,865,929	4.9%

Percent of Total Operating Expenditures by Object
\$2,319,506,234



Changes in Operating Expenditures by Organization

OPERATING	FY 2020 Revised		FY 2021 Approved		Change from FY 2020 Revised to FY 2021 Approved	
	Total	Restricted	Total	Restricted	Total	Restricted
Board of Education	2,831,674	-	3,231,467	-	399,793	-
Internal Audit	1,908,462	-	1,996,185	-	87,723	-
Total Board of Education	\$ 4,740,136	\$ -	\$ 5,227,652	\$ -	\$ 487,516	\$ -
Chief Executive Officer	936,118	-	930,035	-	(6,083)	-
Chief of Staff	4,858,307	380,000	2,006,128	-	(2,852,179)	(380,000)
Appeals	517,653	-	662,788	-	145,135	-
Communications & Community Engagement	520,478	-	614,424	-	93,946	-
Communications	5,647,776	746,278	4,859,687	263,600	(788,089)	(482,678)
Community Partnerships	699,571	85,996	646,134	26,902	(53,437)	(59,094)
General Counsel	3,137,539	-	3,155,730	-	18,191	-
Compliance & Ethics (formerly Monitoring, Accountability & Compliance)	519,718	-	521,490	-	1,772	-
Pupil Accounting & School Boundaries	1,363,084	-	1,396,683	-	33,599	-
Total Chief Executive Officer	\$ 18,200,244	\$ 1,212,274	\$ 14,793,099	\$ 290,502	\$ (3,407,145)	\$ (921,772)
Chief Academic Officer	887,497	73,198	1,096,683	51,861	209,186	(21,337)
Career & Technical Education	8,738,777	2,096,707	8,724,052	1,601,697	(14,725)	(495,010)
Creative Arts & Performing Arts	4,043,553	185,004	4,046,934	201,150	3,381	16,146
Curriculum & Instruction	62,729,441	34,169,354	42,893,895	13,361,536	(19,835,546)	(20,807,818)
Early Learning	11,543,762	5,262,546	8,832,901	2,580,115	(2,710,861)	(2,682,431)
Instructional Support (formerly Textbooks & Summer School)	21,141,945	-	12,763,851	-	(8,378,094)	-
Special Education	160,676,865	40,655,473	152,063,596	33,415,805	(8,613,269)	(7,239,668)
Total Chief Academic Officer	\$ 269,761,840	\$ 82,442,282	\$ 230,421,912	\$ 51,212,164	\$ (39,339,928)	\$ (31,230,118)
Chief Accountability Officer	337,612	-	381,017	-	43,405	-
ESSA & Title I	16,830,650	16,393,337	14,561,061	14,093,703	(2,269,589)	(2,299,634)
Monitoring and Accountability	1,577,119	-	2,047,539	-	470,420	-
Strategic Planning & Resource	873,877	-	933,066	-	59,189	-
Testing, Research & Evaluation	6,940,854	-	6,541,953	-	(398,901)	-
Total Chief Accountability Officer	\$ 26,560,112	\$ 16,393,337	\$ 24,464,636	\$ 14,093,703	\$ (2,095,476)	\$ (2,299,634)
Chief Financial Officer	605,217	79,500	1,096,280	-	491,063	(79,500)
Benefits Administration*	553,190	7,898	474,961	7,604	(78,229)	(294)
Budget & Management Services	3,144,832	-	3,087,049	-	(57,783)	-
Financial Services	6,714,486	1,634,262	7,491,242	1,702,407	776,756	68,145
Payroll Services	2,587,538	-	2,739,940	-	152,402	-
Risk Management & Workers Comp*	5,613,753	-	4,591,618	-	(1,022,135)	-
Other Fixed Charges	107,922,079	-	110,983,118	-	3,061,039	-
Total Chief Financial Officer	\$ 127,141,095	\$ 1,721,660	\$ 130,464,208	\$ 1,710,011	\$ 3,323,113	\$ (11,649)
Chief Human Resources Officer	435,862	-	442,099	-	6,237	-
Employee & Labor Relations	1,472,765	-	1,691,267	-	218,502	-
Employee Performance	5,636,219	-	5,862,401	-	226,182	-
Equity and Excellence	-	-	289,829	-	289,829	-
HR Operations & Staffing	12,804,610	837,535	13,254,502	179,180	449,892	(658,355)
Professional Learning & Leadership (formerly Talent Development)	20,137,023	13,211,662	14,878,895	8,496,894	(5,258,128)	(4,714,768)
Total Human Resources	\$ 40,486,479	\$ 14,049,197	\$ 36,418,993	\$ 8,676,074	\$ (4,067,486)	\$ (5,373,123)

*Non-Operating Organizations – see the Supplemental Information Section for additional details.

Changes in Operating Expenditures by Organization

OPERATING	FY 2020 Revised		FY 2021 Approved		Change from FY 2020 Revised to FY 2021 Approved	
	Total	Restricted	Total	Restricted	Total	Restricted
Chief Information & Technology Officer	34,580,484	23,202,397	5,737,676	-	(28,842,808)	(23,202,397)
Instructional Technology Support	16,720,847	2,970,308	15,252,190	451,320	(1,468,657)	(2,518,988)
Technology Applications - Business Support	4,258,059	-	4,175,529	-	(82,530)	-
Technology Applications - Student Support	2,547,974	-	2,844,434	-	296,460	-
Technology Operations*	22,500,114	3,155,380	16,789,559	-	(5,710,555)	(3,155,380)
Total Information & Technology	\$ 80,607,478	\$ 29,328,085	\$ 44,799,388	\$ 451,320	\$ (35,808,090)	\$ (28,876,765)
Chief Operating Officer	490,310	-	529,318	-	39,008	-
Purchasing & Supply Services	5,996,169	-	6,429,455	-	433,286	-
Safety & Security Services	16,681,279	1,463,932	17,042,350	-	361,071	(1,463,932)
Supporting Services	335,446	-	334,468	-	(978)	-
Building Services	90,824,450	5,921,982	74,751,736	1,381,000	(16,072,714)	(4,540,982)
Capital Programs*	1,177,173	-	136,807	-	(1,040,366)	-
Food & Nutrition Services*	784,735	784,384	9,979	9,979	(774,756)	(774,405)
Transportation & Central Garage*	133,878,096	319,357	118,692,407	322,476	(15,185,689)	3,119
Total Chief Operating Officer	\$ 250,167,658	\$ 8,489,655	\$ 217,926,520	\$ 1,713,455	\$ (32,241,138)	\$ (6,776,200)
Chief, School Support & Leadership	475,054	-	648,325	-	173,271	-
Area Associate Superintendents	51,350,786	1,703,487	50,407,257	473,796	(943,529)	(1,229,691)
Community Schools Office	10,431,206	6,697,765	5,754,943	-	(4,676,263)	(6,697,765)
Public Charter Schools Office	359,746	-	378,776	-	19,030	-
Family & School Partnerships	737,723	3,075	709,195	-	(28,528)	(3,075)
Student Services	53,070,142	5,741,587	53,414,511	3,716,719	344,369	(2,024,868)
Total School Support and Leadership	\$ 116,424,657	\$ 14,145,914	\$ 111,313,007	\$ 4,190,515	\$ (5,111,650)	\$ (9,955,399)
School-Based Resources	1,276,550,606	32,180,200	1,503,676,819	130,865,679	227,126,213	98,685,479
Total School-Based Resources	\$ 1,276,550,606	\$ 32,180,200	\$ 1,503,676,819	\$ 130,865,679	\$ 227,126,213	\$ 98,685,479
Total FY 2021 Approved Operating Budget	\$ 2,210,640,305	\$ 199,962,604	\$ 2,319,506,234	\$ 213,203,423	\$ 108,865,929	\$ 13,240,819

*Non-Operating Organizations – see the Supplemental Information section for additional details.

Changes in Operating Staffing by Category

CATEGORY	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved	Change FY 2020 Revised to FY 2021 Approved	% Change FY 2020 Revised to FY 2021 Approved
General Programs						
Administration	445.00	443.00	447.00	452.00	5.00	1.1%
Mid-Level Administration	1,303.60	1,319.10	1,319.10	1,328.60	9.50	0.7%
Instruction	8,797.62	8,888.62	8,908.62	9,120.62	212.00	2.4%
Special Education	3,117.41	3,126.41	3,126.41	3,132.41	6.00	0.2%
Student Personnel Services	277.12	295.12	296.12	299.62	3.50	1.2%
Health Services	240.00	240.00	240.00	240.00	0.00	0.0%
Student Transportation	1,485.77	1,481.27	1,481.27	1,485.27	4.00	0.3%
Operation of Plant	1,456.13	1,458.63	1,458.63	1,507.13	48.50	3.3%
Maintenance of Plant	285.00	284.00	283.00	283.00	0.00	0.0%
Community Services	1.00	1.00	1.00	1.00	0.00	0.0%
Total General Programs	17,408.65	17,537.15	17,561.15	17,849.65	288.50	1.6%
Restricted Projects						
Administration	6.00	6.00	6.00	0.00	-6.00	-100.0%
Mid-Level Administration	27.00	30.00	29.00	29.50	0.50	1.7%
Instruction	352.64	432.64	429.64	400.64	-29.00	-6.7%
Special Education	278.30	283.30	282.30	283.30	1.00	0.4%
Student Personnel Services	9.00	11.00	57.00	81.00	24.00	42.1%
Student Transportation	1.00	1.00	1.00	1.00	0.00	0.0%
Community Services	0.00	0.00	1.00	1.00	1.00	0.0%
Total Restricted Projects	673.94	763.94	805.94	796.44	-9.50	-1.2%
TOTAL OPERATING POSITIONS	18,082.59	18,301.09	18,367.09	18,646.09	279.00	1.5%

Changes in Operating Staffing by Organization

Organization	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved	Change FY 2020 Revised to FY 2021 Approved
Board of Education	20.00	24.00	25.00	25.00	-
Internal Audit	15.00	15.00	15.00	15.00	-
Chief Executive Officer	3.00	3.00	4.00	4.00	-
Chief of Staff	2.00	4.00	5.00	6.00	1.00
Appeals	4.00	4.00	4.00	4.00	-
Communications & Community Engagement	2.00	3.00	3.00	3.00	-
Communications	25.00	25.00	25.00	24.00	(1.00)
Community Partnerships	6.00	5.00	5.00	5.00	-
General Counsel	13.00	14.00	14.00	14.00	-
Compliance & Ethics	3.00	3.00	3.00	3.00	-
Pupil Accounting & School Boundaries	10.00	10.00	10.00	10.00	-
Chief Academic Officer	4.00	4.00	4.00	5.00	1.00
Career & Technical Education	30.00	30.00	34.00	34.00	-
Creative & Performing Arts	18.00	18.00	18.00	19.00	1.00
Curriculum & Instruction	187.10	187.10	187.10	188.10	1.00
Early Learning	25.00	25.00	26.00	26.00	-
Instructional Support (formerly Textbooks & Summer School)	7.00	8.00	8.00	8.00	-
Special Education	506.41	515.41	518.91	533.91	15.00
Chief Accountability Officer	2.00	2.00	2.00	2.00	-
ESSA & Title I	30.00	30.00	30.00	30.00	-
Monitoring and Accountability	8.00	10.00	11.00	11.00	-
Strategic Planning & Resource Management	6.00	6.00	6.00	6.00	-
Testing, Research & Evaluation	32.00	32.00	30.00	30.00	-
Chief Financial Officer	3.00	3.00	3.00	3.00	-
Benefits Administration*	3.00	3.00	3.00	3.00	-
Budget & Management Services	15.00	15.00	15.00	15.00	-
Financial Services	52.00	52.00	52.00	56.00	4.00
Payroll Services	26.00	26.00	26.00	26.00	-
Risk Management & Worker's Compensation*	8.00	8.00	8.00	8.00	-
Chief Human Resources Officer	2.00	2.00	3.00	2.00	(1.00)
Employee & Labor Relations	11.00	9.00	10.00	11.00	1.00
Employee Performance	43.00	42.00	42.00	40.00	(2.00)
Equity and Excellence	-	-	-	2.00	2.00
HR Operations & Staffing	73.00	75.00	75.00	76.00	1.00
Professional Learning & Leadership (formerly Talent Development)	61.50	56.50	55.50	49.00	(6.50)
Chief Information & Technology Officer	3.00	3.00	3.00	3.00	-
Instructional Technology & Support	123.50	123.50	124.50	124.50	-
Technology Applications - Business Support	17.00	17.00	17.00	16.00	(1.00)
Technology Applications - Student Support	13.00	13.00	13.00	12.00	(1.00)
Technology Operations*	36.00	36.00	36.00	35.00	(1.00)

*Non-operating organizations - see the Supplemental Information Section for additional staffing details.

**The number of school-based positions (FTE) may change pending SBB.

Changes in Operating Staffing by Organization

Organization	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved	Change FY 2020 Revised to FY 2021 Approved
Chief Operating Officer	2.00	3.00	3.00	3.00	-
Purchasing & Supply Services	56.00	56.00	56.00	56.00	-
Safety & Security Services	235.00	235.00	236.00	248.00	12.00
Supporting Services	2.00	2.00	2.00	2.00	-
Building Services	352.50	352.50	354.50	354.50	-
Capital Programs*	2.00	2.00	1.00	1.00	-
Food & Nutrition Services*	-	-	-	-	-
Transportation & Central Garage Services*	1,485.77	1,481.27	1,481.27	1,485.27	4.00
Chief, School Support & Leadership	2.00	2.00	2.00	3.00	1.00
Area Associate Superintendents	288.50	302.50	307.50	296.00	(11.50)
Community Schools	2.00	6.00	6.00	6.00	-
Family & School Partnerships	5.00	5.00	5.00	5.00	-
Public Charter Schools	2.00	2.00	2.00	2.00	-
Student Services	439.12	446.12	446.12	450.12	4.00
School-Based Positions**	13,760.19	13,944.19	13,990.69	14,246.69	256.00
Grand Total Staffing	18,082.59	18,301.09	18,367.09	18,646.09	279.00

*Non-operating organizations - see the Supplemental Information Section for additional staffing details.

**The number of school-based positions (FTE) may change pending SBB.

Changes in Operating Staffing by Position Type

POSITION TYPE	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved	Change FY 2020 Revised to FY 2021 Approved	% Change FY 2020 Revised to FY 2021 Approved
Superintendent, Chief, Administrator, Area Assistant Superintendent	18.00	16.00	15.00	15.00	0.00	0.0%
Director, Coordinator, Supervisor, Specialist	455.00	450.50	456.50	459.50	3.00	0.7%
Principal	217.50	216.50	216.50	212.00	-4.50	-2.1%
Assistant Principal	314.00	318.00	315.00	322.00	7.00	2.2%
Teacher	9,604.50	9,707.00	9,697.50	9,897.00	199.50	2.1%
Therapist	170.51	171.51	171.51	172.51	1.00	0.6%
Guidance Counselor	370.00	375.00	375.00	386.00	11.00	2.9%
Librarian	128.50	127.00	126.50	128.00	1.50	1.2%
Psychologist	93.00	101.00	101.00	99.00	-2.00	-2.0%
Pupil Personnel Worker, School Social Worker	61.00	65.00	65.00	70.50	5.50	8.5%
Nurse	234.00	234.00	234.00	234.00	0.00	0.0%
Other Professional Staff	304.00	313.00	364.00	384.00	20.00	5.5%
Secretary and Clerk	829.12	838.62	839.62	852.12	12.50	1.5%
Bus Driver	1,447.77	1,441.27	1,441.27	1,441.27	0.00	0.0%
Aide - Paraprofessional	2,015.56	2,106.06	2,130.06	2,106.06	-24.00	-1.1%
Other Staff	1,820.13	1,820.63	1,818.63	1,867.13	48.50	2.7%
TOTAL OPERATING POSITIONS	18,082.59	18,301.09	18,367.09	18,646.09	279.00	1.5%

School-Based Resources



Student-Based Budgeting Overview

Prior to the 2012-2013 school year, Prince George's County, like many school systems, had traditionally given dollars to schools based on student/teacher ratios. Funding for supplies and materials was also allocated on a formula based on student enrollment. Every student and every school are not the same. Prince George's County Public Schools (PGCPS) is committed to making transparent budget decisions that work in the best interests of all students regardless of what school they attend. Our goal in this new paradigm is to increase equity in funding, empower school leaders and support systemic priorities.

- **STUDENT-FOCUSED** – provides resources based on students not on buildings, adults or programs.
- **EQUITABLE** – Funds will be equitably allocated to each student at each school based on his or her educational needs. Funding will be allocated to students with similar characteristics, regardless of which school they attend.
- **FLEXIBLE** – Principals are empowered and given more flexibility in their budgetary and operational decisions. Central office departments will operate in a supporting role to meet the demands and needs through timely and high quality service while providing clear parameters and guidelines to schools.
- **TRANSPARENT** – PGCPS budgeting process will be easily understood by all stakeholders.

SBB allocates dollars directly to schools based on the number of students enrolled and the specific needs of those students. Certain student needs and characteristics, such as English language learners or students in particular grade levels, will be given a predetermined weight that translates to real dollar amounts. It is a more equitable and transparent way to fund schools, and will allow PGCPS to more efficiently direct resources to meet our students' needs.

Other large school districts across the country have adopted this approach including Houston, San Francisco, Boston, Philadelphia, Denver, Indianapolis, Cleveland, San Diego and Baltimore City. Under the leadership of the Chief Financial Officer and the Deputy Superintendent for Teaching & Learning, working committees have studied these districts and made recommendations to inform our strategy. PGCPS continues to collaborate with many of these partners to identify lessons learned, tools and best practices.

Student-Based Budgeting Timeline



Planning	Implementation	Submission
<input type="checkbox"/> September - December	<input type="checkbox"/> January - February	<input type="checkbox"/> March - April
<input type="checkbox"/> Classroom balancing <input type="checkbox"/> Analysis of current data <input type="checkbox"/> Preliminary central office review and feedback <input type="checkbox"/> Review current business rules	<input type="checkbox"/> Draft allocations released <input type="checkbox"/> Initial FY 2021 enrollment projection data <input type="checkbox"/> FY 2021 proposed boundary changes, if applicable	<input type="checkbox"/> Finalized allocations <input type="checkbox"/> Adjusted FY 2021 enrollment project data <input type="checkbox"/> Update non-SBB staffing and program funding (Title I, Special Education, etc.) <input type="checkbox"/> Final approval for submission

Schools **NOT** using the SBB model include:

Early Childhood Centers (ECC): Chapel Forge, Francis Fuchs, H. Winship Wheatley, James Ryder Randall and Kenmoor.

Alternative and Specialty Schools: Annapolis Road Academy, Green Valley Academy, Croom High School, Tall Oaks High School, Community-Based Classroom, International high schools, Incarcerated Youth Program, Evening High School, and Academy of Health Sciences and Teacher Prep Academy at Prince George’s Community College

Charter Schools: Chesapeake Math & IT North, Chesapeake Math & IT South, Excel Academy, Imagine Andrews, Imagine Foundations at Leeland PCS, Legends PCS, Imagine Foundations at Morningside PCS, Imagine Lincoln and College Park Academy

Regional Centers: C. Elizabeth Reig, James E. Duckworth, and Margaret Brent

Per-Pupil Weights

How Schools Were Funded...

In past years, the number of staff was provided based on the number of programs and students in each school. Schools also received funding for classroom supplies and materials in the same manner. This did not take into account the specific needs of students in each school.

SBB Funds Student Needs...

Under Student-Based Budgeting (SBB), school budgets are built based on the unique mix of students that are being served in each building. Furthermore, students with the same characteristics should get the same level of resources regardless of what grade or the school they attend.

How Weights Were Determined...

Weights are designed to reflect fair and objective criteria that could be applied to all schools in an equitable and transparent way. A committee representing various schools and central offices developed the per pupil formula. There is never a perfect way to place values on the needs of all students, and we do anticipate making adjustments and changes to both the weighted categories and the weights, themselves. The weights are reviewed on an annual basis to ensure that they adequately reflect the goals of the school system and SBB.



- **BASE FUNDING** is attached to every PGCPs student attending an SBB eligible school, regardless of need. The funding level was set to allow each school to support a baseline level of services (teachers, administrative staff, and supplies).
- **GRADE LEVEL:** Students in kindergarten, 1st, 2nd and 3rd grades are weighted which reflects the system's phase-in of class size monitoring.
- **STUDENT ACHIEVEMENT:** Weights are spread proportionately across the K-12 spectrum based on student-identified needs. Weights are calculated as follows:
 - **Performance Low – Elementary and K-8 Schools**
The percentage of students identified as not demonstrating readiness for kindergarten as shown on the Kindergarten Readiness Assessment (KRA-M) for K-2. For grades 3-8, student reading scores, specifically those below district average and/or grade level based on Northwest Evaluation Association's (NWEA) reading assessment tool, Measures of Academic Progress-Reading (MAP-R), plus PARCC ELA and Math Scale Scores and PARCC Levels for students in grades 3-8.
 - **Performance – Early Warning Indicator – Middle and High Schools**
Using multivariate analysis, students are identified for intervention based on several factors designed to predict 9th grade promotion and on-time graduation.

Middle Schools – data from rising 7th graders is used as a proxy for “at risk;” the factor is applied to all grades within the school to fund interventions. Factors include:

- ✓ 7th Grade Q1
- ✓ Q1 GPA (SY 2019)
- ✓ Last year's GPA
- ✓ Last year's attendance rate
- ✓ Last year's number of suspensions and expulsion requests
- ✓ Last year's MAP-R Lexile score (Beginning of Year)

High Schools – data from rising 9th graders is used as a proxy and the factor is applied to the school 9-12 enrollment to fund interventions. Factors include:

- ✓ Full-year 8th grade GPA
- ✓ First Quarter 9th grade GPA
- ✓ First Quarter 9th grade attendance rate
- ✓ Suspension rates
- ✓ 9th grade retention

- **ENGLISH LANGUAGE LEARNERS (ELL)** – – PGCPs has seen a rise in ELL students in recent years. The ELL weights were determined to support specific students based on a combination of their language proficiency level and grade level, as determined by the LAS Links English Proficiency Test administered through the English for Speakers of Other Languages (ESOL) Office. Higher weights were assigned to Newcomer students as well as those testing at a basic level.

Weighted Student Formula

The table below summarizes the current formula, detailing the number of students in each category and both the per-pupil and system-wide dollars used to fund those student:

Table 1: SBB Summary of Weights

Category	Description	# of Identified Students	Dollars Per eligible Student **	Funds Allocated
Base Funding	Variable Base Funding - per student in the school	122,928	\$ 2751 - \$3973	\$ 408,083,237
Early Grades - Class size monitoring	Kindergarten, Grades 1, 2 and 3	38,201	\$520 in Kindergarten; \$258 (Grades 1-3)	\$ 12,411,231
Performance: Elementary & K-8 Schools	Identified as below grade level; using KRA-M, MAP-R, PARCC	57,660	\$ 1353	\$77,999,993
Performance: Middle & High Schools	Early Warning Indicator - Middle School & High School (9th grade promotion probability)			
English Language Learner (ELL)*	Based on proficiency test and grade level	30,526	\$ 1025 - 2758 ***	\$ 44,481,108
SBB Funds Allocated to Schools				\$ 542,975,569
Reserve for Classroom Balancing				\$ 1,153,639
Total FY21 SBB Allocation to schools				\$ 544,129,208

* 13 of 177 schools do not receive ESOL funding (<12 students, staffed by centrally managed itinerant ESOL teachers)

** Average district wide

*** Minimum and maximum school per pupil based on the school's combination of number of ELL students, their proficiency levels, and school concentration/service delivery model

Table 2: Sample SBB Budget Model

Fiscal Year: 2021 School 1 FY21 Projected Enrollment 2

Type	School-Level Student Weights	Foundation ⁴	Number of Students Receiving Weights ⁵	Student Weights x Foundation x Receiving Weights
Base	1.004	\$3,120	265	\$830,116
Performance	0.5	\$3,120	110	\$171,561
ESOL	³ 0	\$3,120	0	\$0
Kindergarten	0.17	\$3,120	47	\$25,076
Grade 1 - 3	0.09	\$3,120	129	\$35,115
			Total SBB Dollars	\$1,061,868
			PP SBB Dollars	\$4,007

Final SBB Dollars (Compared to FY 2020)

PP 2020 SBB \$	PP 2021 SBB \$	PP Difference 2020 & 2021	% Change
\$3,880	\$4,007	127	3.27

- ¹ School Name
- ² Projected Enrollment
- ³ Calculated School-specific weight for each weighted category.
- ⁴ Foundation amount used to calculate the per-pupil dollar amount for a given weight (e.g., for a weight of 0.1004, the per-pupil value of the weight is \$3,132).
- ⁵ Number of students receiving a given weight (e.g., in the example above, school fewer than 12 ESOL students, so the school does not receive ESOL funds. Students receive services from centrally deployed teachers in the ESOL office)
- ⁶ Total gross dollar amount for each weight category.
- ⁷ The "Total FY 2021 SBB Dollars" and "FY 2021 PP Dollars" are the school's total gross dollar amount and the per-pupil (gross divided by enrollment) dollar amount.
- ⁸ Comparison for the school's FY 2020 SBB dollars and FY 2021 SBB dollars. "PP (per-pupil) Difference FY 2020 and FY 2021" refers to the percentage point difference between per-pupil dollar amount in FY 2020 and the per-pupil dollar amount in FY 2021 (e.g., in this example, \$4,007 is a 3.27% increase over the school's FY 2020 per-pupil of \$3,880).

School Level Flexibility

Why increase school level flexibility?

With Student-Based Budgeting (SBB), schools have the flexibility to plan and use SBB funds towards instructional staff, administrative and school support staff, and discretionary resources to best meet the needs of their students. A primary goal of SBB is to balance accountability for student outcomes with flexibility to allow schools to be more strategic with their resources.

What is an “Unlocked,” “Locked” and “locked+” position?

- **UNLOCKED** – Positions that can be purchased using SBB funds; schools determine the composition and mix.

Example: School “A” is able to purchase additional classroom teachers if sufficient SBB funds are available.

- **LOCKED** – Positions and resources that are funded and staffed by central office; positions typically have special requirements or restricted funding.

Example: School “A” receives Special Education staff (teachers, paraprofessional educators, secretaries, etc.) based on staffing policies and procedures of the Special Education department.

- **LOCKED+** – Positions and resources that are funded and staffed by the central office; schools may supplement existing allocation using SBB funds.

Example: Central office provides a 0.5 Library Media Specialist position to elementary school “A;” school “A” may then decide to purchase an additional 0.5 Library Media Specialist position to make it a full 1.00 position.

While schools will have increased flexibility in selecting the mix of positions, they will also be provided with support in developing their budgets. Schools will still need to meet standards set by federal and state regulations, negotiated labor agreements, and will need to be consistent with internal policies and procedures.

Note: *Unlocked, Locked, and Locked+ positions are reviewed and determined on an annual basis.*

Position Status: Unlocked, Locked and Locked+

Position	Status	Comments
LOCKED POSITIONS: centrally allocated positions unless otherwise noted.		
Academic Dean	Locked	Unlocked in Turnaround schools ONLY
Athletic Director	Locked	0.5 FTE HIGH SCHOOLS ONLY
Auditorium Technician	Locked	
Building Supervisor	Locked	
Bus Drivers	Locked	
Cleaner	Locked	
Food Services Staff	Locked	
Grant Funded Positions	Locked	
Head Start Positions	Locked	
Nursing and Health Service Staff	Locked	
Other Program Positions	Locked	Advanced Placement, Middle College, Project Lead the Way, ROTC, Secondary School Reform, Career and Technical Education, etc.
Prekindergarten Positions	Locked	Classroom teachers, paraprofessionals
Principal	Locked	
Special Education Positions	Locked	
Specialty Program Positions	Locked	Visual and Performing Arts, Creative and Performing Arts, Talented and Gifted, International Baccalaureate, Biotechnology, Montessori, Language Immersion, etc.
Title I Positions	Locked	
LOCKED+ POSITIONS: centrally allocated positions that can be supplemented using SBB funds.		
Art Teacher	Locked+	Elementary and K-8 Schools ONLY
Classroom Teacher, AVID	Locked+	
In School Suspension Room Monitor	Locked+	
Media Specialist	Locked+	
Parent & Community Outreach Assistant	Locked+	
Physical Education Teacher	Locked+	Elementary and K-8 Schools
Professional School Counselor	Locked+	Elementary and K-8 Schools
Pupil Personnel Worker	Locked+	
School Registrar	Locked+	
Security Assistant	Locked+	
Vocal Music Teacher	Locked+	Elementary and K-8 Schools ONLY
UNLOCKED POSITIONS: positions purchased using SBB funds; schools determine the composition and mix to fix their need.		
Art Teacher	Unlocked	Middle and High Schools ONLY
Assistant Principal	Unlocked	
Classroom Teacher	Unlocked	
Data Coach	Unlocked	
ESOL Teacher	Unlocked	
Instructional Lead Teacher	Unlocked	

Position Status: Unlocked, Locked and Locked+

Position	Status	Comments
Instructional Media Aide	Unlocked	
Paraprofessional – ESOL, General	Unlocked	
Peer Mediator	Unlocked	
Physical Education Teacher	Unlocked	Middle and High Schools ONLY
Professional School Counselor	Locked+	Middle and High Schools ONLY
Reading Specialist	Unlocked	
School Accounting Secretary	Unlocked	
School Business Accounting Tech	Unlocked	
School Guidance Secretary	Unlocked	
Secretary I	Unlocked	
Secretary II	Unlocked	
Testing Coordinator	Unlocked	
Vocal Music Teacher	Unlocked	Middle and High Schools ONLY

Locked Staffing Formula

POSITION	Elementary School	K – 8 School	Middle School	High School
3-D Scholars				
<i>3-D Scholars Program Teacher</i>	N/A	N/A	N/A	1.00 Charles Flowers
<i>3-D Scholars Program Coordinator</i>	N/A	N/A	N/A	1.00 Charles Flowers
<i>3-D Scholars Program Professional School Counselor</i>	N/A	N/A	N/A	1.00 Charles Flowers
Aeronautics				
<i>Aeronautics Coordinator</i>	N/A	N/A	N/A	1.00 DuVal
<i>Aeronautics Teacher</i>	N/A	N/A	N/A	4.00 DuVal
<i>Aeronautics Assistant Principal</i>	N/A	N/A	N/A	1.00 DuVal
Career Academy Programs				
<i>3 Dimensional Education Instructional Specialist</i>	N/A	N/A	N/A	1.00 Potomac
<i>3 Dimensional Education Teacher</i>	N/A	N/A	N/A	1.00 Potomac
<i>Architecture & Design Teacher</i>	N/A	N/A	N/A	2.00 Bladensburg 1.00 Bowie 2.00 Croom 3.00 Crossland 4.00 Suitland
<i>Business & Finance Teacher</i>	N/A	N/A	N/A	2.00 Charles Flowers 2.00 Henry Wise 3.00 Largo 1.00 Northwestern 1.00 Oxon Hill 3.50 Suitland
<i>Career & Technology Education Assistant Principal</i>	N/A	N/A	N/A	1.00 Bladensburg 1.00 Crossland 1.00 Gwynn Park 1.00 Laurel 1.00 Suitland
<i>Career Education Teacher</i>	N/A		N/A	1.00 Largo
<i>Consumer Services, Hospitality & Tourism Teacher</i>	N/A	N/A	N/A	4.00 Bladensburg 6.00 Crossland 2.00 DuVal 4.00 Gwynn Park 2.00 Laurel 2.00 Oxon Hill 4.00 Suitland
<i>Engineering & Science Teacher</i>	N/A	N/A	1.00 Nicholas Orem 1.00 Stephen Decatur 1.00 Ernest Everett	1.50 Charles Flowers 2.00 Crossland 2.50 DuVal 1.50 Northwestern 2.00 Oxon Hill
<i>Environmental Studies Teacher</i>	N/A	N/A	N/A	1.00 Fairmont Heights 1.00 Gwynn Park 1.00 High Point
<i>Global Studies Teacher</i>	N/A	N/A	1.00 James Madison	1.00 Laurel 5.00 Parkdale
<i>Graphic Arts,</i>	N/A	N/A	N/A	2.00 DuVal 1.00 Oxon Hill

Locked Staffing Formula

POSITION	Elementary School	K – 8 School	Middle School	High School
<i>Media & Comm. Teacher</i>				1.00 Suitland 2.00 Surrattsville 1.00 Crossland
<i>Health & Biosciences Teacher</i>	N/A	N/A	N/A	4.00 Bladensburg 1.00 Crossland 3.00 Henry Wise 2.00 Friendly 2.00 Largo 1.00 Laurel 1.00 Suitland
<i>Homeland Security & Military Science Teacher</i>	N/A	N/A	N/A	2.00 High Point 2.00 Parkdale 2.00 Potomac 1.00 Suitland
<i>Information Technology Teacher</i>	N/A	N/A	N/A	1.00 Croom 1.00 Crossland 1.00 Henry Wise 2.00 DuVal 1.00 Fairmont Heights 2.00 Gwynn Park 1.00 Laurel 1.00 Suitland 1.00 Tall Oaks
<i>Law, Education & Public Services Teacher</i>	N/A	N/A	N/A	3.00 Bowie 2.00 Central 1.00 Charles Flowers 1.00 Gwynn Park 5.00 Laurel 2.00 Potomac 3.00 Surrattsville
<i>Transportation Teacher</i>	N/A	N/A	N/A	1.00 Crossland 1.00 Gwynn Park 2.00 Laurel 2.00 Suitland
<i>Pathways in Technology Early College High School (P-TECH) Teacher</i>	N/A	N/A	N/A	2.00 Frederick Douglass
<i>P-TECH Coordinator</i>	N/A	N/A	N/A	1.00 Frederick Douglass
<i>P-TECH Professional School Counselor</i>	N/A	N/A	N/A	1.00 Frederick Douglass
<i>Creative & Performing Arts</i>				
<i>Creative & Performing Arts Coordinator</i>	1.00 Edward Felegy	1.00 Benjamin Foullois 1.00 Thomas Pullen	1.00 Hyattsville	N/A
<i>Creative & Performing Arts Teacher</i>	7.00 Edward Felegy	12.00 Benjamin Foullois 12.00 Thomas Pullen	4.00 Hyattsville	N/A
<i>Immersion Programs</i>				
<i>Chinese Immersion Academic Dean</i>	1.00 Paint Branch	N/A	N/A	N/A
<i>Chinese Immersion Teacher</i>	15.00 Paint Branch	N/A	N/A	N/A
<i>French Immersion Academic Dean</i>	N/A	1.00 Maya Angelou	N/A	N/A
<i>French Immersion Coordinator</i>	N/A	1.00 Dora Kennedy	N/A	1.00 Central

Locked Staffing Formula

POSITION	Elementary School	K – 8 School	Middle School	High School
<i>French Immersion Teacher (Reading/ Language Arts)</i>	N/A	7.00 Maya Angelou 8.00 Dora Kennedy	N/A	3.00 Central
<i>Spanish Immersion Academic Dean</i>	N/A	N/A	1.00 Kettering	N/A
<i>Spanish Immersion Program Coordinator</i>	1.00 Capitol Heights 1.00 Cesar Chavez 1.00 Cool Spring 1.00 Overlook 1.00 Phyllis Williams	N/A	N/A	N/A
<i>Spanish Immersion Teacher</i>	7.00 Capitol Heights 7.00 Cesar Chavez 4.00 Cool Spring 5.00 Overlook 5.00 Phyllis Williams	N/A	8.00 Kettering	N/A
International Baccalaureate				
<i>Coordinator</i>	Primary Years Program: 1.00 Melwood	Primary Years Program: 2.00 Maya Angelou	Middle Years Program: 1.00 James Madison 1.00 Dwight Eisenhower	1.00 Central 1.00 Crossland 2.00 Frederick Douglass 1.00 Laurel 1.00 Parkdale 1.00 Suitland
<i>Media Specialist</i>	0.50 Melwood	N/A	0.50 Dwight Eisenhower 0.50 James Madison	N/A
<i>Professional School Counselor</i>	N/A	N/A	N/A	0.50 Central 0.50 Crossland 0.50 Frederick Douglass 0.50 Laurel 0.50 Parkdale 0.50 Suitland
<i>Teacher</i>	2.00 Melwood	1.00 Maya Angelou	3.00 Dwight Eisenhower 4.00 James Madison	3.00 Central 3.00 Crossland 6.00 Frederick Douglass 3.00 Laurel 3.00 Parkdale 3.00 Suitland
Montessori				
<i>Montessori Coordinator</i>	N/A	1.00 John Hanson 1.00 Judith Hoyer 1.00 Robert Goddard	N/A	N/A
<i>Montessori Teacher</i>	N/A	1.00 Pre-K Teacher based on enrollment not to exceed class size of 25 7.00 John Hanson 6.00 Judith Hoyer 6.00 Robert Goddard	N/A	N/A
<i>Montessori Paraprofessional</i>	N/A	1.00 for each Pre-K and K Montessori Teacher allocated at: John Hanson Judith Hoyer Robert Goddard	N/A	N/A
Science & Technology				
<i>Science and Technology Assistant Principal</i>	N/A	N/A	N/A	1.00 Charles Flowers 1.00 Eleanor Roosevelt 1.00 Oxon Hill

Locked Staffing Formula

POSITION	Elementary School	K – 8 School	Middle School	High School
<i>Science & Technology Coordinator</i>	N/A	N/A	N/A	1.00 Charles Flowers 1.00 Eleanor Roosevelt 1.00 Oxon Hill
<i>Science & Technology Professional School Counselor</i>	N/A	N/A	N/A	1.00 Charles Flowers 1.00 Eleanor Roosevelt 1.00 Oxon Hill
<i>Science & Technology Computer Apps Teacher</i>	N/A	N/A	N/A	1.00 Charles Flowers 1.00 Eleanor Roosevelt 1.00 Oxon Hill
<i>Science & Technology Internship Coordinator</i>	N/A	N/A	N/A	0.50 Charles Flowers 0.50 Eleanor Roosevelt 0.50 Oxon Hill
<i>Science, Technology, Engineering & Math (STEM)</i>				
<i>STEM Middle Program Coordinator</i>	N/A	N/A	1.00 Oxon Hill 1.00 Thomas Johnson	N/A
<i>STEM Middle School Teacher</i>	N/A	N/A	4.00 Oxon Hill 5.00 Thomas Johnson	N/A
<i>Talented & Gifted</i>				
<i>TAG Coordinator</i>	1.00 Capitol Heights 1.00 Glenarden Woods 1.00 Heather Hills 1.00 Longfields 1.00 Mattaponi 1.00 Valley View	2.00 Accokeek Academy	1.00 Benjamin Tasker 1.00 Kenmoor 1.00 Greenbelt 1.00 Walker Mill	N/A
<i>Talented and Gifted (TAG) Teacher</i>	Foreign Language Teacher per school designed: 1.00 Longfields 3.00 Mattaponi 1.00 Valley View	1.00 Accokeek Academy	N/A	N/A
<i>Talented and Gifted World Language Teacher</i>	1.00 Capitol Heights 2.00 Glenarden Woods 2.00 Heather Hills 1.00 Longfields 1.00 Mattaponi 1.00 Valley View	3.00 Accokeek Academy	2.00 Benjamin Tasker 3.50 Kenmoor 2.00 Greenbelt 3.50 Walker Mill	N/A
<i>Visual & Performing Arts</i>				
<i>VPA Coordinator</i>	N/A	N/A	N/A	1.00 Northwestern 1.00 Suitland
<i>Professional School Counselor</i>	N/A	N/A	N/A	0.50 Suitland
<i>Instructional Lead Teacher</i>	N/A	N/A	N/A	1.00 Northwestern
<i>Teacher</i>	N/A	N/A	N/A	11.00 Northwestern 20.00 Suitland
<i>All Other Locked Positions</i>				
<i>Athletic Director / Classroom Teacher</i>	N/A	N/A	N/A	0.50 per school
<i>Advanced Placement Teacher</i>	N/A	N/A	N/A	54.00 allocated between all High Schools - at least 2.00 allocated to each school

Locked Staffing Formula

POSITION	Elementary School	K – 8 School	Middle School	High School
<i>Art Teacher</i>	97.70 total authorization for distribution to designated ES and K-8	97.70 total authorization for distribution to designated ES and K-8	Can be purchased with SBB funding	Can be purchased with SBB funding
<i>AVID Teacher</i>	N/A	1.00 Accokeek Academy	1.00 Benjamin Stoddert 1.00 Benjamin Tasker 1.00 Buck Lodge 1.00 Charles Carroll 1.00 Drew-Freeman 1.00 Dwight Eisenhower 1.00 Ernest E. Just 1.00 G James Gholson 1.00 Gwynn Park 1.00 Isaac Gourdine 1.00 Kenmoor 1.00 Martin L King, Jr 1.00 Nicholas Orem 1.00 Oxon Hill 1.00 Samuel Ogle 1.00 Stephen Decatur 1.00 Thomas Johnson 1.00 Thurgood Marshall 1.00 Walker Mill 1.00 William Wirt	1.00 Bladensburg 1.00 Central 1.00 High Point 1.00 Largo 1.00 Potomac 1.00 Suitland
<i>Colours Coordinator</i>	1.00 Paint Branch	N/A	N/A	N/A
<i>In-School Suspension Monitors</i>	N/A	1.00 per school	1.00 per school	1.00 per school
<i>Instrumental Music Teacher</i>	55.00 total authorization for distribution to designated ES and K-8	55.00 total authorization for distribution to designated ES and K-8	Can be purchased with SBB funding	Can be purchased with SBB funding
<i>JROTC Instructor</i>	N/A	N/A	N/A	47.00 authorized
<i>Media Specialist</i>	0.50 per school	1.00 per school	0.50 per school	1.00 per school
<i>Physical Education Teacher</i>	Projected Enrollment: 1–290 allocated: 0.50 teacher 291–490 allocated: 1.00 teacher 491–690 allocated: 1.50 teacher 691–800 allocated: 2.00 teacher 801–900 allocated: 2.50 teacher >900 allocated: 3.00 teacher	Projected Enrollment: 1–290 allocated: 0.50 teacher 291–490 allocated: 1.00 teacher 491–690 allocated: 1.50 teacher 691–800 allocated: 2.00 teacher 801–900 allocated: 2.50 teacher >900 allocated: 3.00 teacher	Can be purchased with SBB funding	Can be purchased with SBB funding
<i>Prekindergarten Teacher</i>	20.00 to 1 at designated schools	20.00 to 1 at designated schools	N/A	N/A
<i>Prekindergarten Paraprofessional</i>	1.00 for each classroom teacher allocated	1.00 for each classroom teacher allocated	N/A	N/A
<i>Principal</i>	1.00 per school	1.00 per school	1.00 per school	1.00 per school
<i>Professional School Counselor</i>	1.00 per school	1.00 per school	Can be purchased with SBB funding	Can be purchased with SBB funding

Locked Staffing Formula

POSITION	Elementary School	K – 8 School	Middle School	High School
<i>Resident Principal</i>	TBD distribution to designated ES, MS and K-8 schools	TBD distribution to designated ES, MS and K-8 schools	TBD distribution to designated ES, MS and K-8 schools	N/A
<i>School Registrar – 12 month</i>	N/A	N/A	N/A	1.00 per school
<i>Vocal Music Teachers</i>	Projected Enrollment: 1–290 allocated: 0.50 teacher 291–490 allocated: 1.00 teacher 491–690 allocated: 1.50 teacher 691–800 allocated: 2.00 teacher 801–900 allocated: 2.50 teacher >900 allocated: 3.00 teacher	Projected Enrollment: 1–290 allocated: 0.50 teacher 291–490 allocated: 1.00 teacher 491–690 allocated: 1.50 teacher 691–800 allocated: 2.00 teacher 801–900 allocated: 2.50 teacher >900 allocated: 3.00 teacher	Can be purchased with SBB funding	Can be purchased with SBB funding
<i>World Language</i>	2.00 Ardmore 3.00 Barack Obama 2.00 Berwyn Heights 1.00 Fort Foote 2.00 Greenbelt 2.00 Melwood 1.00 Montpelier 2.00 Northview 1.00 Oaklands 2.00 Patuxent 2.00 Rosaryville 1.00 Tulip Grove 1.00 University Park	2.00 John Hanson 2.00 Judith Hoyer 1.00 Maya Angelou 2.00 Robert Goddard	1.00 Benjamin Tasker 3.00 Greenbelt 1.00 Hyattsville 1.00 Oxon Hill 1.00 Samuel Ogle 1.00 Thomas Johnson	0.50 Eleanor Roosevelt

Alternative School Staffing

School	FTE	Position
Alternative Programs, Incarcerated Youth	4.50	Classroom Teacher
	1.00	Instructional Lead Teacher
TOTAL	5.50	
Annapolis Road Academy	1.00	Behavior Intervention Specialist
	12.00	Classroom Teacher
	1.00	Community School Coordinator
	1.00	In-School Suspension Room Monitor
	1.00	Instructional Specialist
	1.00	Media Specialist
	3.00	Paraprofessional Educator
	1.00	Principal
	1.00	Professional School Counselor
	1.00	Resource Teacher
	1.00	School Accounting Secretary - 12 month
	1.00	School Registrar
	0.50	School Social Worker
	1.00	Testing Coordinator
TOTAL	26.50	
Community Based Classroom	5.00	Classroom Teacher
	1.00	Principal
	1.00	Professional School Counselor
	1.00	School Social Worker
	1.00	Secretary II
TOTAL	9.00	
Croom High School	1.00	Behavior Intervention Specialist
	1.00	Building Supervisor IV
	13.00	Classroom Teacher
	2.00	Classroom Teacher – Architecture & Design
	1.00	Classroom Teacher – Information Technology
	1.00	Classroom Teacher - Transition
	1.50	Cleaner
	1.00	In-School Suspension Room Monitor
	1.00	Instructional Specialist
	1.00	Media Specialist
	1.00	Night Foreman
	1.00	Paraprofessional Educator
	1.00	Principal
	1.00	Professional School Counselor
	2.00	Resource Teacher
	1.00	School Registrar
	1.00	School Secretary II
1.00	Testing Coordinator	
TOTAL	32.50	
Green Valley Academy	1.00	Behavior Intervention Specialist
	1.00	Building Supervisor II
	18.00	Classroom Teacher
	1.00	Classroom Teacher - Transition
	1.00	Cleaner

Alternative School Staffing

School	FTE	Position
Green Valley	1.00	In-School Suspension Room Monitor
	1.00	Instructional Lead Teacher
	1.00	Media Specialist
	1.00	Night Cleaner Leadman
	2.00	Paraprofessional Educator
	1.00	Principal
	2.00	Professional School Counselor
	1.00	Program Coordinator
	3.00	Resource Teacher
	1.00	School Registrar
	1.00	School Secretary II
	1.00	School Social Worker
	1.00	Substance Abuse Counselor
	1.00	Testing Coordinator
TOTAL	40.00	
International High School - Langley Park	0.50	Athletic Director
	1.00	Building Supervisor III
	20.00	Classroom Teacher
	3.50	Classroom Teacher, ESOL
	1.00	Instructional Specialist
	1.00	Media Specialist
	1.00	Night Cleaner Leadman
	1.00	Outreach Caseworker - International High School
	1.00	Principal
	2.00	Professional School Counselor
	0.50	Resource Teacher
	1.00	School Business Accounting Technician
	1.00	School Registered Nurse
	1.00	School Registrar - 12 month
	1.00	School Secretary II
	2.00	School Social Worker
1.00	Security Assistant	
TOTAL	39.50	
International High School - Largo	0.50	Athletic Director
	20.50	Classroom Teacher
	3.00	Classroom Teacher, ESOL
	1.00	Instructional Specialist
	1.00	Outreach Caseworker - International High School
	1.00	Paraprofessional Educator
	1.00	Principal
	1.00	Professional School Counselor
	2.00	Resource Teacher
	1.00	School Business Accounting Technician
	1.00	School Secretary II
	1.00	School Social Worker
	1.00	Testing Coordinator
TOTAL	35.00	

Alternative School Staffing

School	FTE	Position
Tall Oaks High School	1.00	Behavior Intervention Specialist
	1.00	Building Supervisor III
	12.50	Classroom Teacher
	1.00	Classroom Teacher – Information Technology
	1.00	Classroom Teacher - Transition
	0.50	Cleaner
	1.00	In-School Suspension Room Monitor
	1.50	Night Cleaner
	1.00	Night Cleaner Leadman
	2.00	Paraprofessional Educator
	1.00	Principal
	1.00	Professional School Counselor
	2.00	Resource Teacher
	1.00	School Registrar - 12 month
	1.00	School Secretary II
	1.00	Testing Coordinator
	TOTAL	29.50
The Academy for Health Sciences at Prince George's Community College	2.00	Academic Resource Teacher
	20.00	Classroom Teacher
	1.00	Graduation Program Specialist
	1.00	Instructional Specialist
	1.00	Principal
	3.00	Professional School Counselor
	0.50	Resource Teacher
	1.00	School Registrar - 12 month
	1.00	Secretary II
	1.00	Testing Coordinator
	TOTAL	31.50
GRAND TOTAL	249.00	

Specialty School Locations

Program	Admission	Elementary Schools	K - 8	Middle Schools	High Schools
3-D Scholars	Application / Entrance Exam				Charles H. Flowers
Academy of Aerospace Engineering and Aviation Technology	Academic Performance / Entrance Exam				DuVal
Academy of Health Sciences	Application / Entrance Exam				Prince Georges Community College
Academy of Teacher Preparedness	Application / Entrance Exam				Prince Georges Community College
Chinese Immersion	Boundary, Whole School Program K-5	Paint Branch			
Creative and Performing Arts	Lottery Application Grades K-5		Benjamin Foulois	Hyattsville	
	Audition Grades 6-8		Thomas Pullen		
Dual Language	Lottery	Cesar Chavez			
French Immersion	Lottery		Maya Angelou Dora Kennedy		Central
International Baccaalaureate	Boundary, Whole School Program K-8	Melwood	Maya Angelou	Dwight D. Eisenhower James Madison	Central Crossland Frederick Douglass Laurel Parkdale Suitland
	Application / Academic Performance 9-12				
International School	Application / Lottery				Largo Annapolis Road Academy
Montessori	Lottery		John Hanson Robert Goddard Judith P Hoyer		
Pathways in Technology Early College High School (P-Tech): Hospitality Services Management & Health Information Management	Application / Lottery				Frederick Douglass
Science and Technology	Academic Performance / Entrance Exam				Charles H. Flowers Eleanor Roosevelt Oxon Hill
Spanish Immersion	Lottery	Overlook Phyllis E. Williams		Kettering	
	Boundary	Capitol Heights Cool Spring			
Talented & Gifted	Lottery / TAG Identified	Capitol Heights Glenarden Woods Heather Hills Longfields Mattaponi Valley View	Accokeek Academy	Benjamin Tasker Greenbelt Kenmoor Walker Mill	
Visual and Performing Arts	Audition				Northwestern Suitland

School-Based Resources
Operating Budget Staffing by Position

School Operating Resources	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
<u>UNRESTRICTED</u>				
Admin Support Specialist	0.00	0.00	0.00	1.00
Admin Support Technician	2.00	1.00	2.00	1.00
Administrative Assistant	2.00	0.00	0.00	0.00
Assistant Building Supervisor	43.00	43.00	43.00	46.00
Assistant Principal	311.00	316.00	313.00	321.00
Auditorium Technician	13.00	13.00	13.00	13.00
Building Supervisor	187.50	187.50	187.00	187.00
Bus Driver	0.00	0.00	0.00	0.00
Child Care Assistant	449.42	450.42	447.42	448.42
Cleaner	495.63	495.13	492.63	505.63
Custodial Equipment Mechanic	1.00	1.00	1.00	1.00
Custodial Equipment Operator	50.00	50.00	50.00	61.00
Deputy Superintendent	2.00	0.00	0.00	0.00
Director	1.00	0.00	0.00	0.00
Elementary Classroom Teacher	4,338.22	4,302.82	4,301.90	4,359.10
Executive Director	3.00	0.00	0.00	0.00
Executive Specialist	10.00	0.00	0.00	0.00
Financial Analyst	1.00	0.00	0.00	0.00
Financial Assistant	9.00	7.00	7.00	8.00
Guidance Counselor	344.00	345.00	345.00	358.00
In School Suspension Monitor	60.00	81.00	81.00	79.00
Instr Program Coordinator	55.00	56.50	55.50	58.50
Instructional Assistant	8.00	7.00	7.00	7.00
Instructional Media Aide	10.00	9.00	9.00	9.00
Instructional Specialist	2.00	3.00	3.00	3.00
Media Specialist	124.50	123.00	122.50	124.00
Mentor Teacher	8.00	5.00	5.00	6.00
Night Cleaner Lead	169.00	169.00	168.00	166.00
Officer	2.00	1.00	1.00	0.00
Other Classroom Teacher	13.28	11.28	5.70	5.00
Paraprofessional Educator	1,175.50	1,216.00	1,242.00	1,236.00
Principal	199.00	198.00	197.00	199.00
Program Liaison	102.00	100.00	102.00	103.00
Program Specialist	1.00	1.00	1.00	1.00
Reading Specialist	82.00	52.00	50.00	44.00
Resident Principal	4.00	4.00	4.00	0.00
Resource Teacher	946.00	984.00	980.00	986.00
Secondary Classroom Teacher	3,319.30	3,399.70	3,407.70	3,550.20

School Operating Resources	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Secretary	542.50	557.00	554.50	557.50
Security Assistant	25.00	27.00	27.00	37.00
Social Service Worker	3.00	2.00	2.00	3.00
Support Supervisor	0.00	0.00	0.00	1.00
Teacher Trainer	59.50	55.00	55.00	57.00
Technical Resource Analyst	0.00	0.00	0.00	1.00
Testing Coordinator	57.00	57.00	56.00	53.00
Trades Helper	1.00	0.00	0.00	0.00
Wing Coordinator	27.00	28.00	28.00	26.00
Total UNRESTRICTED	13,258.35	13,358.35	13,366.85	13,622.35
RESTRICTED				
Admin Support Specialist	0.00	0.00	42.00	62.00
Assistant Principal	0.00	1.00	1.00	1.00
Child Care Assistant	4.64	4.64	4.64	4.64
Elementary Classroom Teacher	134.80	152.80	149.00	150.00
Guidance Counselor	2.00	6.00	6.00	5.00
Instructional Specialist	0.00	1.00	0.00	0.00
Paraprofessional Educator	155.00	175.00	175.00	160.00
Program Liaison	5.00	11.00	11.00	11.00
Reading Specialist	0.00	1.00	1.00	1.00
Resource Teacher	107.40	112.40	113.20	113.20
ROTC Instructor	47.00	47.00	47.00	47.00
Secondary Classroom Teacher	40.00	61.00	61.00	59.00
Secretary	1.00	2.00	2.00	2.50
Social Service Worker	0.00	1.00	1.00	1.00
Teacher Trainer	3.00	8.00	8.00	5.00
Wing Coordinator	2.00	2.00	2.00	2.00
Total RESTRICTED	501.84	585.84	623.84	624.34
TOTAL OPERATING STAFFING	13,760.19	13,944.19	13,990.69	14,246.69

Operating Budget Expenditures by Object /Sub-Object

School Operating Resources	FY 2019 Actual	FY 2020 Approved	FY 2020 Estimated	FY 2021 Approved
UNRESTRICTED				
Salaries & Wages				
2nd Assignment - Instructional	582,734	1,316,417	823,787	969,924
2nd Assignment - Support	324,786	696,800	619,126	677,729
Assistant/Vice-Principal/Admin	32,607,291	33,127,199	32,912,305	35,498,677
Classroom Teacher	531,284,374	557,687,824	557,296,527	591,048,356

School Operating Resources	FY 2019 Actual	FY 2020 Approved	FY 2020 Estimated	FY 2021 Approved
UNRESTRICTED				
Salaries & Wages				
Coaches	11,589	614,398	614,398	926,214
Dedicated Aide	3,276,970	5,921,044	4,291,275	5,921,044
Discretionary Instructional	4,980	-	-	-
Extracurricular Advisors	5,565,689	5,379,733	5,381,555	5,885,866
Grievance Settlements	346,161	-	-	-
Hourly Instructional	880,225	5,923,037	3,348,084	5,877,212
Hourly Interpreter	-	1,988	1,988	1,988
Librarian/Media Specialist	9,804,094	10,141,014	10,100,398	10,695,452
Lunch/Recess Monitor	2,834,127	-	96,812	-
Other Admin/Professionals/Specialists	1,601,654	1,474,992	1,476,908	1,761,714
Other Stipends	4,741	-	2,734,896	-
Other Support Staff	6,283,912	8,155,973	8,208,069	7,860,457
Other Teacher	120,200,950	125,511,071	125,298,115	130,381,464
Overtime	2,158,113	2,094,354	1,762,338	2,093,354
PGCEA Senior Teacher Differential	226,207	-	-	-
PGCEA Sp Ed Step 1 Pay Differential	3,437,549	-	-	-
Principal	26,521,881	26,088,858	26,088,858	27,068,443
Secretaries and Clerks	25,615,794	27,798,279	27,798,279	28,579,310
SEIU Staff Development Stipends	870	-	-	-
Service Worker	35,253,204	37,189,175	37,189,175	40,204,639
Sick and Safe Leave - Substitues	2,426	-	-	-
Sick and Safe Leave - Temporary Employees	37,167	-	-	-
Skilled Crafts	3,244,061	3,333,486	3,333,486	4,178,965
Substitute Administrator	717,957	-	-	-
Substitute Child Care Assistant	164	-	-	-
Substitute Nurses	-	90,000	-	90,000
Substitute Paraprofessional Educators	433,317	94,454	261,304	94,454
Substitute School Secretary	9,453	-	-	-
Substitute Teacher	20,404,588	14,494,576	22,171,603	14,233,625
Substitutes - Workshop	1,027	23,138	23,138	23,138
Summer Assignment	124,821	1,400	21,400	1,400
Summer Program Assignment	23,360	-	50,440	-
Support Staff	-	658	658	658
Teaching Aide	44,554,929	50,643,261	51,820,386	52,986,987
Technician	637,618	529,464	529,464	627,370
Temp - Working Truck Driver	222	-	-	-
Temp Classroom Assistant	-	17,553	17,553	17,553
Temp Custodian	679,912	119,000	1,141,182	119,000
Temp Office Worker	60,698	29,433	33,945	29,433
Temp Security Monitor	62	-	-	-
Terminal Leave Payout	3,058,740	-	-	-

School Operating Resources	FY 2019 Actual	FY 2020 Approved	FY 2020 Estimated	FY 2021 Approved
UNRESTRICTED				
Salaries & Wages				
Unrestricted Unallocated Full-Time	814,533	76,226,897	23,385,248	89,373,962
Workshop / Staff Development Pay	290,861	510,626	513,289	466,777
Salaries & Wages Total	883,923,809	995,236,102	949,345,989	1,057,695,165
Employee Benefits				
FICA /Medicare	64,955,052	76,157,980	75,353,202	79,986,854
Insurance Benefits - Active Employees	115,174,308	115,015,632	115,040,470	120,724,620
Life Insurance	3,213,394	3,728,388	3,727,899	3,065,165
Retirement/Pension - Employee	4,102,494	5,348,208	5,350,725	6,225,436
Retirement/Pension - Teachers	86,815	-	-	-
Workman's Compensation	4,381,379	15,809,949	12,212,296	16,350,870
Employee Benefits Total	191,913,443	216,060,157	211,684,592	226,352,945
Contracted Services				
Advertising & Other Costs	-	10,000	10,000	-
Catering Services	341,166	385,955	400,126	460,097
Food Service - Catering	21,121	26,229	24,729	22,403
Instructional Contracted Services	118,194	463,896	198,676	419,949
M&R Buildings	-	61,509	-	61,509
M&R Equipment	2,787	47,400	36,965	59,925
Other Contracted Services	19,990	4,664	4,664	4,664
Outside Printing	22,260	49,700	49,412	57,722
Printing In-House	141,909	143,881	174,045	162,520
Professional Contracted Services	33,527,729	32,719,653	33,856,152	37,729,399
Rental of Equipment	-	-	-	1,250
Rental of Buildings	571,421	821,421	821,421	571,421
Rental of Vehicles	143,135	214,709	206,495	174,108
School Activity Transportation	2,000,975	2,911,240	2,664,165	2,391,505
Software License	427,099	759,656	742,697	697,011
Technical Contracted Services	-	946,505	938,716	928,305
Tuition Private School - Age	-	2,000,000	-	-
Contracted Services Total	37,337,786	41,566,418	40,128,263	43,741,788
Supplies & Materials				
Awards and Recognition Certification	198,162	269,810	277,570	291,715
Classroom Teacher Supplies	4,019,897	4,814,189	4,525,417	4,246,643
Custodial Supplies	165,731	352,894	331,856	317,255
Health Supplies	63,940	100,306	100,400	119,578
Library Books	79,399	63,853	62,353	64,232
Maintenance Supplies	-	36	36	36
Non-Catered Misc Food Supplies	172,713	203,642	199,392	228,323
Office Supplies	432,431	497,280	645,359	515,029
Other Misc Supplies	452,084	3,914,749	645,633	827,470

School Operating Resources	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Supplies & Materials</u>				
Postage and Delivery	81,450	105,818	117,709	137,191
Report Cards and Schedules	417	-	-	-
Staff Development Supplies	104,987	143,623	144,042	140,845
Student Supplies	543,927	585,631	637,710	673,688
Textbooks	22,044	231,144	202,874	125,351
Supplies & Materials Total	6,337,183	11,282,975	7,890,351	7,687,356
<u>Other Operating Expenses</u>				
Dues & Subscriptions	61,913	127,842	122,993	158,254
Electricity	10,199,558	10,462,182	10,212,182	10,123,581
Field Trip Expense Non-Transportation	73,071	89,884	72,384	66,850
Fuel Oil	2,693,331	4,257,550	2,560,590	4,257,550
General Liability-Rmf	-	20,499	34,414	34,414
Local Travel - Per Mile Basis	4,073	59,224	58,310	53,283
Meeting Expense	29,915	63,349	63,349	63,349
Meetings,Conferences,Convention	(11,308)	124,024	124,024	124,024
Natural Gas	13,633,000	15,240,505	15,240,505	15,219,971
Non-Local Travel Expenses	17,330	185,642	48,003	184,925
Non-Local Travel Transportatio	14,118	25,500	7,520	61,501
Other Miscellaneous Expense	-	1,980,985	138,918	203,651
Other Travel Related Expenditures	2,521	702,281	(7,172)	(556,086)
Propane Gas	30,038	152,532	152,532	68,532
Registration Fees	147,921	216,696	121,817	178,490
Telephone -Centrex	204	313,748	313,748	313,748
Telephone -Equipment	-	5,000	5,000	-
Water and Sewage	4,437,787	3,237,125	3,437,125	3,237,125
Other Operating Expenses Total	31,333,472	37,264,568	32,706,242	33,793,162
<u>Capital Outlay</u>				
Cafeteria Equipment & Furniture	-	5,000	5,000	-
Classroom Equipment & Furniture	429,189	1,670,562	635,167	1,656,539
Computers - Instructional	875,199	1,241,589	1,270,728	1,027,431
Computers - Non-Instructional	39,394	59,295	61,588	66,693
Costodial Equipment	-	5,000	5,000	500
Educational Communication Equipment	145,916	143,023	168,293	243,421
Equipment Purchases Under \$500	215,317	242,568	233,948	212,111
Misc Other Equip Over \$499	28,212	24,200	24,200	69,000
Office Furniture & Equipment	119,429	204,943	124,922	147,615
Security Alarm Systems	103,968	92,349	84,632	115,923
Site Improvements	14,250	1,491	1,491	1,491
Capital Outlay Total	1,970,872	3,690,020	2,614,969	3,540,724
Total UNRESTRICTED	\$ 1,152,816,565	\$ 1,305,100,240	\$ 1,244,370,406	\$ 1,372,811,140

School Operating Resources	FY 2019 Actual	FY 2020 Approved	FY 2020 Estimated	FY 2021 Approved
RESTRICTED				
<u>Salaries & Wages</u>				
2nd Assignment - Instructional	932,273	907,182	1,296,232	546,110
2nd Assignment - Support	94,753	126,065	276,267	108,411
Assistant/Vice-Principal/Admin	-	112,209	112,009	116,731
Classroom Teacher	11,562,065	14,967,137	13,060,489	14,948,939
Extracurricular Advisors	22,905	-	112,345	-
Grants Unallocated Full-Time	-	5,480,220	(2,474,935)	13,886,649
Hourly Instructional	111,785	-	142,118	-
Hourly Interpreter	(162)	-	-	-
Lunch/Recess Monitor	66,030	-	-	-
Other	-	14,692,436	13,795,052	21,465,467
Other Admin/Professionals/Specialists	-	173,390	76,567	4,208,617
Other Stipends	8,039	-	12,409	-
Other Support Staff	189,736	616,815	477,227	610,296
Other Teacher	11,426,658	13,863,109	13,209,709	14,374,850
Overtime	784	-	-	-
PGCEA Senior Teacher Differential	8,555	-	-	-
PGCEA Sp Ed Step 1 Pay Differential	209,345	-	-	-
Secretaries and Clerks	42,006	99,888	87,326	105,360
Sick and Safe Leave - Temporary Employees	1,256	-	-	-
Substitute Paraprofessional Educators	42,363	-	-	-
Substitute Teacher	691,067	498,008	557,532	544,159
Substitutes - Workshop	302	-	-	-
Summer Assignment	995,884	1,051,598	297,830	1,023,068
Summer Program Assignment	10,195	-	19,158	11,718
Support Staff	3,553	-	-	-
Teaching Aide	5,006,926	5,940,743	5,291,188	5,680,790
Temp Child Care	50,193	100,050	113,036	-
Temp Office Worker	11,842	-	35,048	-
Terminal Leave Payout	25,392	-	-	-
Therapists	(2,591)	-	-	-
Unrestricted Unallocated Full-Time	21,906	-	-	-
Workshop / Staff Development Pay	373,790	678,827	738,040	686,324
Salaries & Wages Total	31,906,850	59,307,677	47,234,647	78,317,489
<u>Employee Benefits</u>				
FICA /Medicare	2,155,976	6,011,965	3,333,074	7,866,343
Insurance Benefits - Active Employees	3,792,920	5,689,691	4,444,984	8,792,272
Life Insurance	108,351	614,039	131,315	138,692
Misc Other Employee Benefits	-	50,955	1,028	14,113
Retirement/Pension - Employee	36,245	776,922	(225,128)	631,832

School Operating Resources	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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RESTRICTED

Salaries & Wages

Employee Benefits

Retirement/Pension - Employee	36,245	776,922	(225,128)	631,832
Retirement/Pension - Teachers	3,717,881	5,355,422	4,311,377	5,480,640
Workman's Compensation	137,934	1,353,527	666,301	1,441,202
Employee Benefits Total	9,949,307	19,852,521	12,662,951	24,365,094

Contracted Services

Catering Services	995	-	91,201	32,807
Indirect Cost Recovery	722	734,744	1,649,531	1,790,873
Instructional Contracted Services	96,225	99,760	332,150	133,650
M&R Equipment	28,145	40,733	358,007	312,731
Other Contracted Services	752,931	12,603,387	(5,219,408)	10,556,114
Printing In-House	2,087	-	3,227	-
Professional Contracted Services	8,359	-	63,141	8,641
Rental of Vehicles	43,412	51,118	87,380	86,988
School Activity Transportation	191,128	284,342	229,982	198,051
Software License	525,073	545,419	260,269	259,769
Technical Contracted Services			29,500	
Contracted Services Total	1,649,078	14,359,503	(2,115,020)	13,379,624

Supplies & Materials

Awards and Recognition Certification	2,477	-	44,807	34,307
Classroom Teacher Supplies	376,950	367,215	1,885,677	362,585
Non-Catered Misc. Food Supplies	293	-	133,588	17,153
Office Supplies	-	-	320,966	-
Other Library Media	2,184	-	-	-
Other Misc. Supplies	157,806	5,240,857	(18,410,981)	8,680,149
Staff Development Supplies	35,338	33,581	206,016	67,966
Student Supplies	247,973	245,006	880,420	238,848
Supplies & Materials Total	823,019	5,886,659	(14,939,507)	9,401,008

Other Operating Expenses

Dues & Subscriptions	23,009	26,087	19,357	19,357
Field Trip Expense Non-Transportation	12,039	26,464	303,713	22,915
Non-Local Travel Expenses	70,273	73,968	202,884	151,194
Non-Local Travel Lodging	-	-	87,787	-
Non-Local Travel Related Meals	-	-	35,526	-
Non-Local Travel Transportation	-	-	88,360	-
Other Miscellaneous Expense	5,000	1,440,224	(11,507,927)	2,663,855
Other Travel Related Expenditures	245	-	5,000	-
Registration Fees	29,237	38,997	217,507	90,878
Stipends - AIT/Non-Public School Teachers	10,791	9,000	10,000	9,000
Other Operating Expenses Total	150,593	1,614,740	(10,537,793)	2,957,199

School Operating Resources	FY 2019 Actual	FY 2020 Approved	FY 2020 Estimated	FY 2021 Approved
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RESTRICTED

Capital Outlay

Athletic Equipment	48,322	-	9,815	9,815
Classroom Equipment & Furniture	39,054	-	40,569	30,569
Computers - Instructional	813,321	728,166	536,245	479,706
Educational Communication Equipment	85,615	85,189	117,860	117,860
Equipment Purchases Under \$500	5,900	-	35,047	20,072
Misc Other Equip Over \$499	38,475	3,016,927	(882,703)	1,769,154
Networking Equipment	597	-	-	-
Office Furniture & Equipment	-	-	5,000	5,000
Security Alarm Systems	6,760	-	13,089	13,089
Capital Outlay Total	1,038,043	3,830,282	(125,078)	2,445,265

Total RESTRICTED \$ 45,516,890 \$ 104,851,382 \$ 32,180,200 \$ 130,865,679

TOTAL OPERATING EXPENDITURES \$ 1,198,333,455 \$ 1,409,951,622 \$ 1,276,550,606 \$ 1,503,676,819

School-Based Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
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00000-09999	School Operating Resources	1,503,676,819
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TOTAL OPERATING EXPENDITURES \$ 1,503,676,819

School-Based Program Enhancements

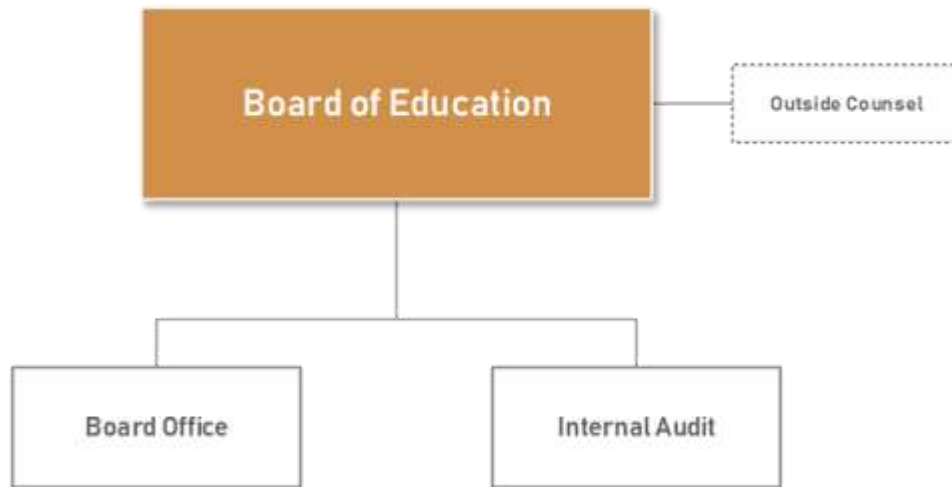
School-Based Resources	FTE	Position Costs	Discretionary Funds	Total Cost
3-DE (Three Dimensional Education)	2.00	\$ 352,912	\$ -	\$ 352,912
Supports 1.00 Instructional Specialist and 1.00 Classroom Teacher position to support the 3-DE program at Potomac High School. 3-DE is an innovative high school model designed to provide rigorous standards based education infused with relevant, experiential and authentic connectivity to the complexities that exist beyond the classroom walls. This unique program provides an integrated and turn-key model that enables innovation to work from the inside-out, effacing positive outcomes for the high school community and Prince George's County as a whole.				
Graphic Arts, Media & Communications	1.00	\$ 92,542	\$ -	\$ 92,542
Supports 1.00 Classroom Teacher position to support the Graphic Arts, Media & Communications Pathway program at Crossland High School.				
Information Technology Pathway	1.00	\$ 92,544	\$ 7,800	\$ 100,344
Supports 1.00 Classroom Teacher position for Largo High School's new Information Technology Pathway program. This position will assist with the implementation of the program, teach required courses; and ensure that the program meets the required needs of the Talent Ready program, and discretionary funding for classroom teacher supplies for the middle school Computer Science Discoveries course.				
Public Safety	0.00	\$ -	\$ 31,500	\$ 31,500
Supports the Prince George's County Police and Public Safety Academy projected for implementation at Surrattsville High School in FY 2022. A summer bridge is planned to establish the student pipeline from Surrattsville High School's feeder middle schools. Funding for 60 days professional substitute pay is requested to support 18 to attend field trips and professional development.				
Special Education - James R Randall ECC	0.00	\$ 43,856	\$ -	\$ 43,856
Supports 1.00 ECC Principal position offset by the reduction of (1.00) Wing Coordinator position for James Ryder Randall.				
Special Education - Autism Programs	8.00	\$ 1,291,369	\$ -	\$ 1,291,369
Supports 2.00 Classroom Teacher and 4.00 Paraprofessional Educator positions to expand the Autism Program by providing a therapeutic service delivery model which includes specialized and systematic instruction and behavior management to students with Autism; and 1.00 Hearing Interpreter position.				
TOTAL PROGRAM ENHANCEMENTS	12.00	\$ 1,873,223	\$ 39,300	\$ 1,912,523

FY 2021 Approved Charter School Per-Pupil Allocation Formula

Total Approved Operating Budget	\$ 2,319,506,234
Restricted Budget	(213,203,423)
Charter School Allocation	(81,113,904)
Fund Balance	(43,696,062)
Tax Incremental Financing	(880,030)
State Bill 1030 Blue Print for Maryland's Future Supplemental Pre-K	(15,555,578)
Total Unrestricted Budget	\$ 1,965,057,237
Deductions:	
Special Education - FTE and Related Costs	(281,722,781)
Special Education - Fixed Charges	(46,559,339)
Lease Purchase	(29,526,100)
Total Deductions:	\$ (357,808,220)
Total Budget after Adjustments	\$ 1,607,249,017
PGCPS Actual Enrollment (based on enrollment projections on 06/08/2020)	138,177
Per Pupil Amount	\$ 11,632
2% Administration Adjustment (Backed out Admin)	\$ (284)
Per Pupil Allocation	\$ 11,347
Prior Year Approved PPC	\$ 11,227

Organizations





Organization Summary

Organization	FY 2021 Approved FTE	FY 2021 Approved Funding
Board of Education	25.00	3,231,467
Internal Audit	15.00	1,996,185
TOTAL OPERATING STAFFING & EXPENDITURES	40.00	\$ 5,227,652

Board of Education

Budget Accountability: Alvin Thornton, Board Chair

MISSION

The mission of the Board of Education is “to provide a great education that empowers all students and contributes to thriving communities.” In addition, the Board of Education works to advance the achievement of its diverse student body through community engagement, sound policy governance, accountability and fiscal responsibility.

SUPPORTING THE STRATEGIC PLAN

- The Board of Education supports all areas of the Strategic Plan through its community engagement efforts, committee work and public work sessions and meetings.

CORE SERVICES

- Increased family and community engagement through Board meetings and community events.
- Increased dialogue among county and PGCPs leadership, PGCPs staff, students and community members regarding the future of PGCPs.
- Budget and policy development that supports the expressed goals and outcomes of the Strategic Plan.

DISCRETIONARY SPENDING PLAN

Salaries & Wages supports part-time temporary office support and overtime for staff.

Contracted Services supports legal counsel for the Board, catering of Board events and auditing fees.

Supplies & Materials supports office supplies used in the daily operations of the office, and awards and certificates to recognize PGCPs community members for various honors, and Board-sponsored community events.

Other Operating Costs supports non-local travel expenses for Board members and staff who attend professional development conferences, local mileage reimbursement for office staff, and software.

Capital Outlay supports the purchase of office equipment for the Board office.

Operating Budget Staffing by Position

Board of Education	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	0.00	0.00	6.00	6.00
Administrative Secretary	5.00	3.00	4.00	4.00
Board of Education Members	13.00	13.00	13.00	13.00
Financial Administrator	0.00	1.00	1.00	1.00
Officer	1.00	1.00	1.00	1.00
Ombudsman	1.00	0.00	0.00	0.00
Program Liaison	0.00	5.00	0.00	0.00
Technical Resource Analyst	0.00	1.00	0.00	0.00
Total UNRESTRICTED	20.00	24.00	25.00	25.00
TOTAL OPERATING STAFFING				
	20.00	24.00	25.00	25.00

Operating Budget Expenditures by Object / Sub-Object

Board of Education	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Board Members	225,912	235,000	235,000	235,000
Grievance Settlements	-	-	6,469	-
Hourly Admin	-	5,000	-	-
Other Admin/Professionals/Specialists	87,620	338,742	338,742	950,270
Other Support Staff	-	375,750	375,750	-
Overtime	1,273	3,475	9,474	9,475
Secretaries and Clerks	371,980	224,639	224,639	309,455
Temp Office Worker	20,262	-	45,263	5,000
Unrestricted Unallocated Full-Time	2,086	-	-	-
Salaries & Wages Total	709,132	1,182,606	1,235,337	1,509,200
<u>Employee Benefits</u>				
FICA /Medicare	51,909	89,779	89,779	84,143
Insurance Benefits - Active Employees	109,859	171,688	171,688	204,032
Life Insurance	1,949	5,004	5,004	5,008
Retirement/Pension - Employee	36,039	80,323	80,323	111,803
Workman's Compensation	1,235	18,871	12,365	24,000
Employee Benefits Total	200,990	365,665	359,159	428,986
<u>Contracted Services</u>				
Annual Auditing Fees	189,670	225,000	225,000	225,000
Catering Services	25,277	38,970	41,251	38,970
Other Legal Expenses	392,976	656,208	614,259	600,000
Printing In-House	5,015	16,400	16,984	16,450

Board of Education	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Contracted Services

Professional Contracted Services	-	4,500	4,500	4,500
School Activity Transportation	1,294	1,500	4,104	1,500
Contracted Services Total	614,233	942,578	906,098	886,420

Supplies & Materials

Awards and Recognition Certification	7,819	46,700	25,337	46,700
Non-Catered Misc. Food Supplies	2,664	4,100	5,004	4,100
Office Supplies	33,161	23,366	36,942	23,366
Supplies & Materials Total	43,644	74,166	67,283	74,166

Other Operating Expenses

Dues & Subscriptions	62,261	86,300	86,250	90,350
Local Travel - Per Mile Basis	12,100	19,200	27,967	29,200
Meeting Expense	22,372	43,100	40,561	43,100
Non-Local Travel Expenses	54,796	75,572	28,024	75,572
Other Miscellaneous Expense	31,925	44,073	47,734	43,973
Other Travel Related Expenditures	847	3,400	2,511	3,400
Registration Fees	31,608	37,100	20,750	37,100
Other Operating Expenses Total	215,908	308,745	253,797	322,695

Capital Outlay

Office Furniture & Equipment	2,951	10,000	10,000	10,000
Capital Outlay Total	2,951	10,000	10,000	10,000

Total UNRESTRICTED \$ 1,786,859 \$ 2,883,760 \$ 2,831,674 \$ 3,231,467

TOTAL OPERATING EXPENDITURES \$ 1,786,859 \$ 2,883,760 \$ 2,831,674 \$ 3,231,467

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
10001	Board of Education	2,816,795
10110	BD Member - Student	7,000
10115	BD Member - Burroughs, III, Vice Chair	32,350
10121	BD Member - Valentine	26,726
10123	BD Member - Williams	42,653
10126	BD Member - K. Alexander Wallace	26,726
10128	BD Member - R. Ahmed	26,726
10129	BD Member - D. Murray	26,726
10131	BD Member - Joshua Thomas	26,726
10132	BD Member - Pamela Boozer-Strother	39,751
10133	BD Member - Belinda Queen	41,855
10134	BD Member - Paul Monteiro	27,159
10135	BD Member - Alvin Thornton, Chair	27,822
10136	BD Member - Sandra D. Shephard	26,726
10137	BD Member - Bryan Swann	35,726
TOTAL OPERATING EXPENDITURES		\$ 3,231,467

Internal Audit

Budget Accountability: Michelle Winston, Director

MISSION

To support members of the Board of Education in the effective discharge of their responsibilities. To this end, Internal Audit will furnish them with analysis, recommendations, advisory services, and information concerning the activities intended. Internal Audit will further evaluate the school system's control procedures to protect its assets and to ensure the preparation of fair and reliable reports to management.

SUPPORTING THE STRATEGIC PLAN

- Supports Organizational Effectiveness by improvement of processes designed for enhancing organizational effectiveness. Internal Audits are designed to add value while strengthening internal controls.
- Supports Safe and Supportive Environments by identifying best practices necessary for development and improvement of policies and procedures that will ensure staff and students can thrive within PGCPs with governance and oversight that contribute toward success.

CORE SERVICES

- Internal audits of schools and operations performed to ensure effective and efficient use of resources, compliance with policies and procedures and accountability.
- Investigations of hotline complaints reported via an anonymous call, web and by affected parties to identify and reduce fraud, waste and abuse.
- Financial analysis and support to Board Office and members to monitor budgetary resources and fiscal accountability.

EXPECTED OUTCOMES

- By June 30, 2021, provide information to management and the Board of Education regarding the condition of internal controls over processes as well as whether process owners are complying with established policies and procedures.
- By June 30, 2021, provide results to management and the Board of Education from investigations of fraud, waste and abuse.
- By June 30, 2021, assess accountability for PGCPs assets through performance of property assessments.

DISCRETIONARY SPENDING PLAN

Contracted Services support Navex Global Compliance Hotline Whistleblower contract and AuditBoard software which is an automated audit management software tool.

Supplies & Materials support supplies and materials used in day-to-day operations of the office.

Other Operating Costs support local travel for staff conducting audits at school and office locations; registration fees for audit staff required to earn 40 hours annually of continuing professional education in accordance with Government Auditing Standards; and membership in the Institute of Internal Auditors and Association of Local Government Auditors.

Operating Budget Staffing by Position

Internal Audit	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Technician	3.00	3.00	3.00	3.00
Director	1.00	1.00	1.00	1.00
Financial Administrator	2.00	2.00	2.00	2.00
Financial Analyst	9.00	9.00	9.00	9.00
Total UNRESTRICTED	15.00	15.00	15.00	15.00
TOTAL OPERATING STAFFING				
	15.00	15.00	15.00	15.00

Operating Budget Expenditures by Object / Sub-Object

Internal Audit	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	1,179,415	1,194,530	1,194,530	1,265,577
Other Stipends	93	-	-	-
Other Support Staff	183,105	210,079	210,079	205,197
Terminal Leave Payout	7,337	-	-	-
Unrestricted Unallocated Full-Time	1,130	-	-	-
Salaries & Wages Total	1,371,080	1,404,609	1,404,609	1,470,774
<u>Employee Benefits</u>				
FICA /Medicare	109,612	106,261	106,261	110,751
Insurance Benefits - Active Employees	163,102	167,933	167,933	164,049
Life Insurance	6,183	5,976	5,976	4,919
Retirement/Pension - Employee	111,909	116,057	116,057	126,652
Workman's Compensation	7,527	22,480	14,612	23,540
Employee Benefits Total	398,333	418,707	410,839	429,911
<u>Contracted Services</u>				
Printing In-House	23,742	40,950	40,466	40,950
Technical Contracted Services	14,719	32,075	35,042	33,780
Contracted Services Total	38,461	73,025	75,508	74,730
<u>Supplies & Materials</u>				
Office Supplies	3,590	3,790	3,790	3,790
Supplies & Materials Total	3,590	3,790	3,790	3,790
<u>Other Operating Expenses</u>				
Dues & Subscriptions	2,304	2,477	2,535	2,477
Local Travel - Per Mile Basis	2,568	5,178	5,178	5,178

Internal Audit	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Other Operating Expenses</u>				
Non-Local Travel Expenses	106	-	210	-
Registration Fees	8,198	9,325	5,793	9,325
Other Operating Expenses Total	13,177	16,980	13,716	16,980
Total UNRESTRICTED	\$ 1,824,640	\$ 1,917,111	\$ 1,908,462	\$ 1,996,185

TOTAL OPERATING EXPENDITURES	\$ 1,824,640	\$ 1,917,111	\$ 1,908,462	\$ 1,996,185
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Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
30201	Internal Audit	1,996,185
TOTAL OPERATING EXPENDITURES		\$ 1,996,185



Organization Summary

Organization	FY 2021	FY 2021
	Approved	Approved
	FTE	Funding
Chief Executive Officer	4.00	930,035
Chief of Staff	6.00	2,006,128
Appeals	4.00	662,788
Communications & Community Engagement	3.00	614,424
Communications	24.00	4,859,687
Community Partnerships	5.00	646,134
General Counsel	14.00	3,155,730
Compliance & Ethics	3.00	521,490
Pupil Accounting & School Boundaries	10.00	1,396,683
TOTAL OPERATING STAFFING & EXPENDITURES	73.00	14,793,099

Chief Executive Officer

Budget Accountability: Monica Goldson, Chief Executive Officer

MISSION

To provide leadership in developing and maintaining academically rigorous educational programs and services to meet the needs of each of the approximately 134,000 students in the Prince George's County Public Schools. The Chief Executive Officer guides and directs the administrative, instructional, and support functions of the school system and provides leadership in setting and achieving district goals focused on accelerating student achievement. Through the establishment of measurable district goals, the office oversees the use of all facilities, property, and funds, keeping the best interests of students and the school system at the forefront.

SUPPORTING THE STRATEGIC PLAN

- Provides leadership in the development, implementation, advocacy, and accountability of the Strategic Plan.

CORE SERVICES

- To ensure academic excellence by providing high academic achievement for all students
- To ensure a high performing workforce supporting the goal of high academic achievement for all students
- To provide a safe and supportive environment for all students

EXPECTED OUTCOMES

- By June 30, 2021, increase Kindergarten readiness in mathematics by providing support to selected Prekindergarten classes using data in the monthly reports from Ignite by Hatch so that students who use the program for 990 minutes rise by at least one level in each domain.
- By June 30, 2021, obtain Maryland State Board of Education's approval of PGCPs' Annual Local ESSA Consolidated Strategic Plan to accelerate the acquisition and allocation of equity-based funding resources for our diverse student population.
- By June 30, 2021, the gap in reading and performance year-over-year for elementary and middle-age students with disabilities will decrease by 2% to Meet or Exceed Expectations on State Assessment:
 - Reading/English Language Arts from 4.7% to 4.9% in grades 3-5 and 4.1% to 4.3% in grades 6-8.
 - Mathematics from 4.2% to 4.4% in grades 3-5 and 2.0% to 2.2% in grades 6-8.

DISCRETIONARY SPENDING PLAN

Contacted Services support catering services, in house printing services, and school activity transportation.

Supplies & Materials support non-catered miscellaneous food supplies and office supplies used in the daily operations of the office.

Other Operating Costs support local and non-local travel expenses for internal and external meetings.

Operating Budget Staffing by Position

Chief Executive Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Administrative Secretary	2.00	2.00	2.00	2.00
Superintendent	1.00	1.00	1.00	1.00
Officer	0.00	0.00	1.00	1.00
Total UNRESTRICTED	3.00	3.00	4.00	4.00
TOTAL OPERATING STAFFING	3.00	3.00	4.00	4.00

Operating Budget Expenditures by Object / Sub-Object

Chief Executive Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Grievance Settlements	790,000	-	-	-
Hourly Admin	130,811	-	24,256	-
Hourly Instructional	31,187	-	-	-
Other Admin/Professionals/Specialists	(96)	-	158,471	181,619
Other Stipends	85	-	-	-
Secretaries and Clerks	210,499	208,938	220,624	218,940
Superintendent	324,688	265,000	302,831	302,000
Terminal Leave Payout	17,199	57,260	57,260	57,260
Unrestricted Unallocated Full-Time	7,003	-	-	-
Salaries & Wages Total	1,511,374	531,198	763,442	759,819
<u>Employee Benefits</u>				
FICA /Medicare	61,168	28,067	35,812	40,243
Insurance Benefits - Active Employees	49,369	48,483	59,286	47,883
Life Insurance	2,253	2,015	2,339	2,348
Supplemental Annual Benefits	524	-	5,925	-
Workman's Compensation	1,810	7,584	4,930	11,242
Employee Benefits Total	115,124	86,149	108,292	101,716
<u>Contracted Services</u>				
Catering Services	10,845	-	5,000	10,000
Printing In-House	2,709	22,373	22,373	12,000
School Activity Transportation	1,020	-	-	2,000
Contracted Services Total	14,574	22,373	27,373	24,000
<u>Supplies & Materials</u>				
Non-Catered Misc. Food Supplies	1,006	250	250	1,000
Office Supplies	2,403	3,777	3,777	5,000
Other Misc. Supplies	2,350	9,561	4,561	-
Supplies & Materials Total	5,760	13,588	8,588	6,000

Chief Executive Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Other Operating Expenses

Dues & Subscriptions	3,792	-	-	-
Local Travel - Per Mile Basis	-	-	200	200
Meeting Expense	(1,973)	3,500	3,100	13,100
Non-Local Travel Expenses	2,470	-	123	200
Other Miscellaneous Expense	34,010	25,000	25,000	25,000
Other Travel Related Expenditures	3,690	-	-	-
Registration Fees	1,265	-	-	-
Other Operating Expenses Total	43,254	28,500	28,423	38,500

Total UNRESTRICTED \$ 1,690,086 \$ 681,808 \$ 936,118 \$ 930,035

TOTAL OPERATING EXPENDITURES \$ 1,690,086 \$ 681,808 \$ 936,118 \$ 930,035

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
20001	Chief Executive Officer	930,035
TOTAL OPERATING EXPENDITURES		\$ 930,035

Chief of Staff

Budget Accountability: Christian Rhodes, Chief of Staff

MISSION

To support the Chief Executive Officer's (CEO) management and administration of the school system; to ensure the quality and timeliness of reports, position papers, correspondence, and related items due to and emanating from the CEO's office; to represent the CEO's interests, to the Board of Education, its Members, and their staff; to advance the intergovernmental relations agenda of the Board and the school system, and to oversee the units for which the Chief of Staff is assigned direct responsibility.

SUPPORTING THE STRATEGIC PLAN

- Support Organizational Effectiveness by promoting excellent, frequent, collaborative and transparent communications to staff, parents, stakeholders, and the public at large.
- Support Organizational Effectiveness by promoting a culture of excellent customer service in schools and offices to ensure responsiveness and foster satisfaction with a concentration on the five focus areas outlined in the CEO's work plan.

CORE SERVICES

- Provide effective advice to the Chief Executive Officer, Executive Cabinet members, and senior staff, to facilitate the day-to-day workings of the school system and the relationships with its many constituencies and partnerships.
- Oversee the direction and timely, efficient and proper delivery of the legal services; public information, equity and inclusion policies and procedures; and intergovernmental relations of the school system, in a manner that serves the interests of Prince George's County Public Schools.

EXPECTED OUTCOMES

- By June 30, 2021, complete a comprehensive boundary review to ensure efficient and effective use or projected use of our school portfolio.
- By June 30, 2021, develop and utilize a comprehensive, centralized case management system to track all General Counsel matters, including litigation; employee appeals; workers compensation cases; contracts and Memorandum of Understandings (MOUs); requests for reasonable accommodation, discrimination, and Equal Employment Opportunity claims; and Public Information Act requests.
- By June 30, 2021, decrease the number of employee or student appeals that miss deadlines as outlined by board policy and/or administrative procedure by 10% from the FY 2020 baseline year.

DISCRETIONARY SPENDING PLAN

Contracted Services support branding, marketing, communication and community outreach services.

Supplies & Materials support supplies for day-to-day operations of the office, meeting expenses and supplies or materials for systemic events.

Other Operating Costs support off-site meeting expenses; non-local mileage reimbursement for conferences or professional development; registration fees.

Operating Budget Staffing by Position

Chief of Staff	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	0.00	1.00	2.00	2.00
Administrative Assistant	0.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Associate Superintendent	1.00	1.00	1.00	1.00
Officer	0.00	0.00	0.00	1.00
Total UNRESTRICTED	2.00	4.00	5.00	6.00
TOTAL OPERATING STAFFING	2.00	4.00	5.00	6.00

Operating Budget Expenditures by Object / Sub-Object

Chief of Staff	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	280,670	395,802	395,802	713,987
Secretaries and Clerks	84,152	97,054	97,054	105,514
Unrestricted Unallocated Full-Time	(595)	-	-	-
Salaries & Wages Total	364,227	492,856	492,856	819,501
<u>Employee Benefits</u>				
FICA /Medicare	22,878	32,731	32,731	53,989
Insurance Benefits - Active Employees	36,699	48,971	48,971	71,258
Life Insurance	1,555	2,097	2,097	2,741
Retirement/Pension - Employee	25,312	35,623	35,623	66,975
Workman's Compensation	1,222	7,887	5,127	13,115
Employee Benefits Total	87,665	127,309	124,549	208,078
<u>Contracted Services</u>				
Catering Services	889	-	-	-
Instructional Contracted Services	4,283,941	4,068,886	2,646,827	747,518
Other Contracted Services	87,500	-	89,000	87,500
Outside Printing	-	-	69,000	-
Printing In-House	1,349	2,400	2,400	6,100
Professional Contracted Services	22,350	61,000	982,800	72,900
School Activity Transportation	-	3,009	3,009	-
Software License	-	20,000	20,000	18,000
Technical Contracted Services	80,300	-	-	-
Contracted Services Total	4,476,329	4,155,295	3,814,536	932,018

Chief of Staff	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Supplies & Materials

Awards and Recognition Certification	-	-	2,500	-
Non-Catered Misc. Food Supplies	1,095	250	250	1,225
Office Supplies	1,566	1,473	2,473	3,250
Postage and Delivery	25	-	-	-
Supplies & Materials Total	2,685	1,723	5,223	4,475

Other Operating Expenses

Dues & Subscriptions	-	1,150	2,350	1,435
Local Travel - Per Mile Basis	92	2,850	6,350	5,650
Meeting Expense	9,871	16,808	19,431	9,900
Non-Local Travel Expenses	7,037	5,245	5,268	19,288
Other Miscellaneous Expense	-	-	877	877
Other Travel Related Expenditures	264	-	-	1,000
Registration Fees	3,950	4,340	4,167	3,906
Other Operating Expenses Total	21,214	30,393	38,443	42,056

Capital Outlay

Computers - Non-Instructional	474	-	-	-
Office Furniture & Equipment	-	-	2,700	-
Capital Outlay Total	474	-	2,700	-

Total UNRESTRICTED \$ 4,952,593 \$ 4,807,576 \$ 4,478,307 \$ 2,006,128

RESTRICTED

Contracted Services

Professional Contracted Services	-	-	375,000	-
Contracted Services Total	-	-	375,000	-

Supplies & Materials

Other Misc. Supplies	-	-	2,392	-
Supplies & Materials Total	-	-	2,392	-

Other Operating Expenses

Indirect Cost Recovery	-	-	2,608	-
Other Operating Expenses Total	-	-	2,608	-

Total RESTRICTED \$ - \$ - \$ 380,000 \$ -

TOTAL OPERATING EXPENDITURES \$ 4,952,593 \$ 4,807,576 \$ 4,858,307 \$ 2,006,128

Funds supporting the Transforming Neighborhoods Initiative (TNI) in the amount of \$3,121,268 has been relocated to the Community Schools Office for FY 2021.

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
30002	Chief of Staff	2,006,128
TOTAL OPERATING EXPENDITURES		\$ 2,006,128

Appeals Office

Budget Accountability: Shauna Battle, Senior Hearing Administrator

MISSION

To support the Chief Executive Officer (CEO), administrators, students, parent/guardians, and student advocates by ensuring due process in the area of transfers, employment, homeless, tuition waivers, and such duties as assigned by the CEO to ensure all students are educated in learning environments that are safe, drug free, and conducive to learning.

SUPPORTING THE STRATEGIC PLAN

- The largest percentage of program operations support the Quality Schools Program Strategic Plan Goal 4: All students will be educated in learning environments that are safe, drug free, and conducive to learning. The Office conducts expulsion conferences to determine disciplinary consequences for students to ensure that schools are safe.

CORE SERVICES

- Respond to appeals related to transfers, homeless, athletic, kinship care and tuition waiver, lottery and grade appeals.
- Hear 4-205 employee appeals for non-certificated employees.

EXPECTED OUTCOMES

- By June 30, 2021, establish and report baseline data, for this new office, on the number of days to render a decision on appeals, with a goal of reducing the number of days in subsequent years.
- By June 30, 2021, establish and report baseline data, for this new office, on the number of employee appeals that need to be referred to external counsel, with a goal of reducing the number of referrals in subsequent years.
- By June 30, 2021, establish and report baseline data, for this new office, on the number of days to hold an expulsion conference or schedule an employee appeal, with a goal of reducing the number of days in subsequent years.

DISCRETIONARY SPENDING PLAN

Supplies & Materials support non-catered miscellaneous food supplies, other miscellaneous supplies, as well as office supplies.

Other Operating Costs support meeting expenses and local mileage reimbursement for office staff to attend off-site meetings.

Operating Budget Staffing by Position

Appeals	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Administrative Assistant	1.00	0.00	2.00	2.00
Assistant Supervisor	1.00	1.00	0.00	0.00
Instructional Specialist	1.00	1.00	1.00	1.00
Officer	0.00	1.00	0.00	0.00
Secretary	1.00	1.00	1.00	1.00
Total UNRESTRICTED	4.00	4.00	4.00	4.00
TOTAL OPERATING STAFFING	4.00	4.00	4.00	4.00

Operating Budget Expenditures by Object / Sub-Object

Appeals	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	160,033	355,670	355,670	473,230
Secretaries and Clerks	60,445	61,074	61,074	65,772
Unrestricted Unallocated Full-Time	1,987	-	-	-
Salaries & Wages Total	222,517	416,744	423,670	539,002
<u>Employee Benefits</u>				
FICA /Medicare	16,710	31,700	31,700	36,615
Insurance Benefits - Active Employees	20,572	33,635	33,635	42,978
Life Insurance	942	1,774	1,774	1,802
Retirement/Pension - Employee	2,848	20,338	20,338	31,733
Workman's Compensation	1,039	6,671	4,336	8,628
Employee Benefits Total	42,111	94,118	91,783	121,756
<u>Contracted Services</u>				
Printing In-House	43	500	500	500
Contracted Services Total	43	500	500	500
<u>Supplies & Materials</u>				
Non-Catered Misc. Food Supplies	286	-	-	-
Office Supplies	-	700	700	630
Other Misc. Supplies	194	600	600	540
Supplies & Materials Total	480	1,300	1,300	1,170
<u>Other Operating Expenses</u>				
Local Travel - Per Mile Basis	-	200	200	180
Meeting Expense	-	200	200	180
Other Operating Expenses Total	-	400	400	360
Total UNRESTRICTED	\$ 265,151	\$ 513,062	\$ 517,653	\$ 662,788
TOTAL OPERATING EXPENDITURES	\$ 265,151	\$ 513,062	\$ 517,653	\$ 662,788

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
30501	Student Appeals	497,148
44162	Court Liaison	165,640
TOTAL OPERATING EXPENDITURES		\$ 662,788

Communications & Community Engagement

Budget Accountability: Raven L. Hill, Associate Superintendent

MISSION

To serve as principal advisor providing comprehensive and proactive communications, strategies and planning, media relations, and news analysis to the Board of Education and Chief Executive Officer (CEO). The stakeholder target audience includes the Board of Education, the Chief Executive Officer's leadership team, school district employees, and news media and community leaders.

SUPPORTING THE STRATEGIC PLAN

- Support the vision and assist with guiding the work of the Communication and Transparency Plan outlined in the CEO's Work Plan.
- Develop strategies and focus on areas to support the district in improving how, when, and what we communicate to our stakeholders along with engaging our core customers.

CORE SERVICES

- Develop a strategic communication plan aligned with PGCPs' mission, vision and goals, to enhance the district's image and "brand" while imparting public information in a transparent manner

CORE SERVICES

- Synchronizes endeavors among offices with distinct responsibilities for employee/student diversity matters; family and community outreach/engagement; and business/corporate partnerships so as to ensure that efforts are coherent, consistent, cost-effective, and coordinated, staying on message.
- Create and implement a marketing program that enhances PGCPs' image in the eye of the public and elected officials, as well as the corporate and grant community, with a recognizable "brand" reflective of a school district on an upward trajectory able to meet the needs of all its students.

EXPECTED OUTCOMES

By June 30, 2021, increase engagement by 10% from 28.8% to 38.8% with internal and external stakeholders as measured monthly by website/social media analytics and e-message/newsletter open rates.

By June 30, 2021, roll out new logo and branding campaign to all schools and offices to improve brand identity, utilizing biannual surveys to gauge the brand experience.

By June 30, 2021, increase engagement with partnership programs (our external partners) by 10% from 165 to 181 partners.

DISCRETIONARY SPENDING PLAN

Contracted Services support various surveys, communication and branding services, marketing or software services or tools, services to facilitate community or systemic events through consulting firms, and equipment to market the school district.

Supplies & Materials support staff development supplies; professional development; trainings; materials and supplies needed for community or systemic events.

Other Operating Costs support local mileage reimbursement for staff that travel to schools and/or various off-site meetings; and non-local travel expenses for registration and conferences attended for professional development purposes.

Operating Budget Staffing by Position

Communications & Community Engagement	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Administrative Secretary	1.00	1.00	1.00	1.00
Associate Superintendent	1.00	1.00	1.00	1.00
Support Officer	0.00	1.00	1.00	1.00
Total UNRESTRICTED	2.00	3.00	3.00	3.00
TOTAL OPERATING STAFFING				
	2.00	3.00	3.00	3.00

Operating Budget Expenditures by Object / Sub-Object

Communications & Community Engagement	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	32,384	316,550	211,550	263,697
Other Stipends	42	-	-	-
Secretaries and Clerks	90,502	104,469	104,469	109,470
Unrestricted Unallocated Full-Time	(147)	-	-	-
Salaries & Wages Total	122,781	421,019	316,019	373,167
<u>Employee Benefits</u>				
FICA /Medicare	9,104	28,886	28,886	27,733
Insurance Benefits - Active Employees	18,376	32,813	32,813	41,066
Life Insurance	522	1,790	1,790	1,248
Retirement/Pension - Employee	2,892	28,491	28,491	24,737
Workman's Compensation	178	6,737	4,379	5,973
Employee Benefits Total	31,072	98,717	96,359	100,757
<u>Contracted Services</u>				
Other Contracted Services	-	14,000	89,000	-
Printing In-House	215	-	-	1,000
Professional Contracted Services	119,000	-	-	117,000
Technical Contracted Services	-	25,000	19,100	22,500
Contracted Services Total	119,215	39,000	108,100	140,500
Total UNRESTRICTED	\$ 273,068	\$ 567,736	\$ 520,478	\$ 614,424
TOTAL OPERATING EXPENDITURES				
	\$ 273,068	\$ 567,736	\$ 520,478	\$ 614,424

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
20101	Communications & Community Engagement	614,424
TOTAL OPERATING EXPENDITURES		\$ 614,424

Communications

Budget Accountability: Raven L. Hill, Associate Superintendent

MISSION

To utilize public information, digital and visual communications and web services to inform and educate targeted audiences about Prince George's County public school programs, achievements and initiatives.

SUPPORTING THE STRATEGIC PLAN

- Development and implementation of strategies for the Improve Customer Service, Communication and Culture teams.
- Develops related communication and marketing strategies for the other strategy teams.

CORE SERVICES

- Manage media relations, employee communications, digital marketing and crisis communications.
- Provide accurate, compelling and timely public information.
- Enhance the PGCPs reputation and brand through effective marketing and communications strategies.

EXPECTED OUTCOMES

- By June 30, 2021, roll out new logo and branding campaign to all schools and offices to improve brand identity, utilizing biannual surveys to gauge the brand experience.
- By June 30, 2021, improve PGCPs public perception as measured by respondents by bi-annual surveys and fall/spring focus groups by 10%.
- By June 30, 2021, enhance outreach to Latino families by developing a Spanish-language social media site and video program with the goal of 15% of Spanish-speaking families accessing tools.

DISCRETIONARY SPENDING PLAN

Salaries & Wages support temporary office assistance and overtime for hourly staff who work beyond their contracted hours at the request of their supervisor.

Contracted Services support the cost of vendor contracts for social media monitoring, unlimited messaging services, website content publishing, and translation services.

Supplies & Materials support supplies used in the daily operations of the office.

Other Operating Costs support local travel reimbursement for staff who attend off-site meetings; dues and subscriptions for educational memberships such as the National School Public Relations Association; and registration and non-local travel.

Capital Outlay supports the purchase/replacement of studio, television and camera equipment as needed.

Operating Budget Staffing by Position

Communications	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	12.00	12.00	12.00	12.00
Admin Support Technician	2.00	2.00	2.00	2.00
Director	0.00	1.00	2.00	1.00
Executive Director	1.00	1.00	0.00	0.00
Instructional Supervisor	1.00	1.00	1.00	1.00
Officer	1.00	0.00	0.00	0.00
Secretary	2.00	2.00	2.00	2.00
Translator	6.00	6.00	6.00	6.00
Total UNRESTRICTED	25.00	25.00	25.00	24.00
TOTAL OPERATING STAFFING				
	25.00	25.00	25.00	24.00

Operating Budget Expenditures by Object / Sub-Object

Communications	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Hourly Interpreter	677,738	629,850	629,850	579,850
Other Admin/Professionals/Specialists	1,568,181	1,517,301	1,517,301	1,528,389
Other Stipends	174	-	-	-
Other Support Staff	435,204	451,263	451,263	479,806
Overtime	7,891	4,000	4,000	3,600
PGCEA Attendance Stipend	51	-	-	-
Secretaries and Clerks	155,690	157,207	157,207	163,283
Sick and Safe Leave - Temporary Employees	579	-	-	-
Temp Office Worker	-	5,050	175,050	54,545
Unrestricted Unallocated Full-Time	222	-	-	-
Salaries & Wages Total	2,845,729	2,764,671	2,934,671	2,809,473
<u>Employee Benefits</u>				
FICA /Medicare	195,090	210,485	210,485	211,756
Insurance Benefits - Active Employees	250,322	232,133	232,133	238,273
Life Insurance	9,121	9,047	9,047	7,264
Retirement/Pension - Employee	118,425	126,996	126,996	132,543
Workman's Compensation	9,576	44,184	28,719	44,909
Employee Benefits Total	585,056	622,845	607,380	634,745
<u>Contracted Services</u>				
Advertising & Other Costs	9,518	3,000	22,000	2,700
Catering Services	750	-	-	-
Instructional Contracted Services	92,435	60,000	114,050	60,000

Communications	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Contracted Services

Other Contracted Services	-	170,000	-	70,000
Printing In-House	9,760	32,102	32,102	32,102
Professional Contracted Services	190,819	143,406	166,406	32,694
Software License	7,804	581,000	667,459	581,000
Technical Contracted Services	137,691	173,268	320,811	172,332
Contracted Services Total	448,777	1,162,776	1,322,828	950,828

Supplies & Materials

Office Supplies	3,637	2,705	2,705	2,435
Other Misc. Supplies	310	500	500	450
Supplies & Materials Total	3,947	3,205	3,205	2,885

Other Operating Expenses

Dues & Subscriptions	1,015	970	970	720
Local Travel - Per Mile Basis	5,253	7,500	7,500	5,850
Non-Local Travel Expenses	3,353	2,500	2,500	2,250
Other Travel Related Expenditures	48	-	-	-
Registration Fees	4,254	2,625	2,471	2,363
Other Operating Expenses Total	13,923	13,595	13,441	11,183

Capital Outlay

Educational Communication Equipment	30,986	19,973	19,973	186,973
Capital Outlay Total	30,986	19,973	19,973	186,973

Total UNRESTRICTED \$ 3,928,418 \$ 4,587,065 \$ 4,901,498 \$ 4,596,087

RESTRICTED

Salaries & Wages

Overtime	23	-	-	-
Salaries & Wages Total	23	-	-	-

Employee Benefits

FICA /Medicare	186	-	-	-
Employee Benefits Total	186	-	-	-

Contracted Services

Other Contracted Services	-	-	193,079	-
Professional Contracted Services	-	-	180,000	180,000
Rental of Buildings	30,935	-	-	-
Software License	-	-	21,000	-
Contracted Services Total	30,935	-	394,079	180,000

Supplies & Materials

Classroom Teacher Supplies	(101)	-	-	-
Other Misc. Supplies	5,800	-	2,574	-
Supplies & Materials Total	5,699	-	2,574	-

Communications	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Capital Outlay</u>				
Educational Communication Equipment	30,986	19,973	19,973	186,973
Capital Outlay Total	30,986	19,973	19,973	186,973
Total UNRESTRICTED	\$ 3,928,418	\$ 4,587,065	\$ 4,901,498	\$ 4,596,087
RESTRICTED				
<u>Salaries & Wages</u>				
Overtime	23	-	-	-
Salaries & Wages Total	23	-	-	-
<u>Employee Benefits</u>				
FICA /Medicare	186	-	-	-
Employee Benefits Total	186	-	-	-
<u>Contracted Services</u>				
Other Contracted Services	-	-	193,079	-
Professional Contracted Services	-	-	180,000	180,000
Rental of Buildings	30,935	-	-	-
Software License	-	-	21,000	-
Contracted Services Total	30,935	-	394,079	180,000
<u>Supplies & Materials</u>				
Classroom Teacher Supplies	(101)	-	-	-
Other Misc. Supplies	5,800	-	2,574	-
Supplies & Materials Total	5,699	-	2,574	-
<u>Capital Outlay</u>				
Educational Communication Equipment	28,900	-	128,325	83,600
Misc. Other Equip Over \$499	-	-	221,300	-
Capital Outlay Total	28,900	-	349,625	83,600
Total RESTRICTED	\$ 65,743	\$ -	\$ 746,278	\$ 263,600
TOTAL OPERATING EXPENDITURES	\$ 3,994,161	\$ 4,587,065	\$ 5,647,776	\$ 4,859,687

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
20100	Communications	2,896,781
42411	Interpreting & Translation	1,962,906
TOTAL OPERATING EXPENDITURES		\$ 4,859,687

Program Enhancement

Communications	FTE	Position Costs	Discretionary Funds	Total Cost
Digital and Visual Communications Studio Upgrade	0.00	\$ -	\$ 24,375	\$ 24,375

Supports the upgrade of the system's television studio which provides the production of high-quality educational programming and serves as the 'home' for such legacy shows as The Science Bowl and Count On Us.

TOTAL PROGRAM ENHANCEMENTS	0.00	\$ -	\$ 24,375	\$ 24,375
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Community Partnerships

Budget Accountability: Barbara Holt Streeter, Partnerships Officer

MISSION

To create programs and opportunities with internal and external Partners in Education which will benefit students and schools, secure funding for strategic priorities, execute and oversee community events through strategic marketing and public relations opportunities while raising the PGCPs brand profile.

SUPPORTING THE STRATEGIC PLAN

- Provide opportunities for collaboration and support of businesses, non-profits, volunteers and community organizations to provide direct services to the schools which will support students and staff.

CORE SERVICES

- Develop partnership programs, Adopt-A-School and Partners in Education to create system-wide opportunities with external partners to provide academic/scholastic enrichment, college and career readiness, donation/sponsorship, facilities support, job shadow/internship, literacy improvement, social-emotional development/mentoring and staff development.

CORE SERVICES

- Increase the brand profile of PGCPs while promoting across PGCPs and external platforms to expand existing sponsor relationships while building new opportunities to supplement the cost of budget expenses, to provide a funding source for programs and create opportunities for students and staff. To create system-wide and school centered events that will financially support students through strategic marketing and public relations opportunities.
- Provide strategic relationship building with internal and external organizations working directly with internal partners, Chief Executive Officer, executive team, Board members and external relations building with elected officials, corporate executives and community leaders through direct communication, meeting support and serving in leadership roles on various boards and committees as the lead public relations liaison department.

EXPECTED OUTCOMES

- By June 30, 2021, increase engagement with partnership programs (our external partners) by 10% from 165 to 181 partners through the Adopt-A-School Program and Partners in Education (PIE) Program.
- By June 30, 2021, host five to seven strategic student and community events promoting relationships to support student's needs, recognize PGCPs employees and build communication bridges with executive leadership and internal and external partners.
- By June 30, 2021, ensure 100% of Prince George's County public schools have at least one partnership with an external organization.

DISCRETIONARY SPENDING PLAN

Contracted Services support venue and transportation related to the Back to School Fair.

Supplies & Materials support office supplies used in the daily operation of the office; and student supplies and snacks for events such as the Back to School Fair.

Other Operating Cost supports off-site meeting expenses; local mileage reimbursement of off-site meetings; registration fees; and dues and subscriptions for office staff.

Operating Budget Staffing by Position

Community Partnership	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	4.00	3.00	3.00	3.00
Officer	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00
Total UNRESTRICTED	6.00	5.00	5.00	5.00
TOTAL OPERATING STAFFING	6.00	5.00	5.00	5.00

Operating Budget Expenditures by Object / Sub-Object

Community Partnership	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	289,452	363,017	363,017	380,647
Secretaries and Clerks	33,043	54,476	54,476	57,253
Salaries & Wages Total	322,495	417,493	417,493	437,900
<u>Employee Benefits</u>				
FICA /Medicare	24,026	31,942	31,942	33,502
Insurance Benefits - Active Employees	28,125	36,852	36,852	31,268
Life Insurance	1,372	1,777	1,777	1,466
Retirement/Pension - Employee	26,058	32,675	32,675	35,708
Workman's Compensation	1,385	6,683	4,344	7,009
Employee Benefits Total	80,967	109,929	107,590	108,953
<u>Contracted Services</u>				
Catering Services	3,318	-	-	-
Other Contracted Services	-	20,041	20,041	18,037
Printing In-House	3,552	11,500	11,500	11,500
Professional Contracted Services	25,000	17,500	17,500	15,750
School Activity Transportation	-	3,000	3,000	1,350
Contracted Services Total	31,869	52,041	52,041	46,637
<u>Supplies & Materials</u>				
Office Supplies	2,531	1,500	1,500	1,500
Student Supplies	1,370	22,935	22,935	16,142
Supplies & Materials Total	3,902	24,435	24,435	17,642
<u>Other Operating Expenses</u>				
Local Travel - Per Mile Basis	5,272	6,500	6,500	4,950
Meeting Expense	2,583	3,500	3,500	2,250
Other Miscellaneous Expense	-	1,000	1,000	-
Registration Fees	399	2,000	1,016	900
Other Operating Expenses Total	8,253	13,000	12,016	8,100

Community Partnership	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Capital Outlay</u>				
Computers - Non-Instructional	870	-	-	-
Capital Outlay Total	870	-	-	-
Total UNRESTRICTED	\$ 448,356	\$ 616,898	\$ 613,575	\$ 619,232
RESTRICTED				
<u>Salaries & Wages</u>				
Overtime	-	-	3,550	-
Salaries & Wages Total	-	-	3,550	-
<u>Employee Benefits</u>				
FICA /Medicare	26	-	67	-
Workman's Compensation	2	-	5	-
Employee Benefits Total	28	-	72	-
<u>Contracted Services</u>				
Rental of Buildings	4,465	-	38,617	11,831
Contracted Services Total	4,465	-	38,617	11,831
<u>Supplies & Materials</u>				
Other Misc. Supplies	-	-	26,472	-
Supplies & Materials Total	-	-	26,472	-
<u>Other Operating Expenses</u>				
Other Miscellaneous Expense	29,086	-	17,285	15,071
Other Operating Expenses Total	29,086	-	17,285	15,071
Total RESTRICTED	\$ 33,580	\$ -	\$ 85,996	\$ 26,902
TOTAL OPERATING EXPENDITURES	\$ 481,936	\$ 616,898	\$ 699,571	\$ 646,134

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
20303	Community Partnership	646,134
TOTAL OPERATING EXPENDITURES		\$ 646,134

General Counsel

Budget Accountability: Monica Goldson, Chief Executive Officer

MISSION

To provide advice of counsel, legal services and representation to Prince George's County Public Schools in order to ensure the Chief Executive Officer, executive staff, principals and other staff receive timely and high quality legal services to advance and support the district's interest for the academic achievement of all students; support administrators, students, parent/guardians, and student advocates by ensuring due process in the area of transfers, employment, homeless, and tuition waivers.

SUPPORTING THE STRATEGIC PLAN

- Organizational Effectiveness - Provide efficient, cost effective, legal services and resources to ensure compliance with all applicable laws, policies, regulations and negotiated agreements; provide stellar customer service while minimizing legal costs to the district.
- High Performing Workforce - Annual review of administrative procedures and policies, and best practices.

CORE SERVICES

- Provide efficient, cost effective legal services to ensure compliance with all applicable laws, policies, regulations and negotiated agreements, including the development of policies, procedures and training to ensure proper implementation.
- Customers receive timely support that ensures the effective operation of the school system.
- Support collective bargaining negotiations, interpretation, and implementation of negotiated agreements.

EXPECTED OUTCOMES

- By June 30, 2021, develop and utilize a comprehensive, centralized case management system to track all General Counsel matters, including litigation; employee appeals; workers compensation cases; contracts and Memorandum of Understandings (MOUs); requests for reasonable accommodation, discrimination and Equal Employment Opportunity claims; and Public Information Act requests.
- By June 30, 2021, a tool will be developed to monitor and assess the level of implementation of deliverables from the created webinar series.
- By June 30, 2021, collaborate with the Communications team to redesign the Administrative Procedure and Board Policy web pages into a single web page containing a user-friendly alphabetical listing of the subject matter with the associated Board Policy and Administrative Procedure.

DISCRETIONARY SPENDING PLAN

Contracted Services support external legal fees associated with litigation surrounding employment discrimination, general liability, capital and other administrative legal matters; and in-house printing services.

Supplies & Materials support office supplies, LEXIS-NEXIS, and materials including legal reference books.

Other Operating Costs support local mileage reimbursement for off-site meetings, trainings, dues and subscriptions for office staff.

Operating Budget Staffing by Position

General Counsel	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	2.00	2.00	2.00	2.00
Attorney	5.00	5.00	5.00	5.00
Deputy General Counsel	1.00	1.00	1.00	1.00
General Counsel	1.00	1.00	1.00	1.00
Paralegal	3.00	3.00	3.00	3.00
Secretary	1.00	1.00	1.00	1.00
Special Assistant	0.00	1.00	1.00	1.00
Total UNRESTRICTED	13.00	14.00	14.00	14.00
TOTAL OPERATING STAFFING				
	13.00	14.00	14.00	14.00

Operating Budget Expenditures by Object / Sub-Object

General Counsel	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	1,252,906	1,321,644	1,321,644	1,317,213
Overtime	455	-	-	-
Secretaries and Clerks	261,094	261,586	261,586	275,868
Support Staff	71,802	-	-	-
Unrestricted Unallocated Full-Time	16,973	-	-	-
Salaries & Wages Total	1,603,230	1,583,230	1,583,230	1,593,081
<u>Employee Benefits</u>				
FICA /Medicare	105,341	113,533	114,018	117,035
Insurance Benefits - Active Employees	155,150	153,514	153,514	157,276
Life Insurance	6,480	6,736	6,736	5,328
Retirement/Pension - Employee	131,005	136,600	136,600	143,269
Workman's Compensation	1,529	25,338	16,536	25,496
Employee Benefits Total	399,506	435,721	427,404	448,404
<u>Contracted Services</u>				
Other Legal Expenses	774,353	1,061,819	1,055,479	1,061,819
Printing In-House	552	3,316	3,316	3,316
Professional Contracted Services	68,600	-	-	-
Contracted Services Total	843,506	1,065,135	1,058,795	1,065,135
<u>Supplies & Materials</u>				
Office Supplies	2,154	2,200	2,200	1,980
Supplies & Materials Total	2,154	2,200	2,200	1,980

General Counsel	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Other Operating Expenses

Dues & Subscriptions	8,549	30,410	30,410	15,000
Local Travel - Per Mile Basis	5,463	6,500	6,500	4,950
Non-Local Travel Expenses	290	2,000	-	900
Other Miscellaneous Expense	51,207	29,000	29,000	26,100
Registration Fees	-	200	-	180
Other Operating Expenses Total	65,508	68,110	65,910	47,130

Total UNRESTRICTED \$ 2,913,903 \$ 3,154,396 \$ 3,137,539 \$ 3,155,730

TOTAL OPERATING EXPENDITURES \$ 2,913,903 \$ 3,154,396 \$ 3,137,539 \$ 3,155,730

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
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30301	General Counsel	3,155,730
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TOTAL OPERATING EXPENDITURES \$ 3,155,730

Compliance & Ethics Office

Budget Accountability: Robin Welsh, Director

MISSION

To provide students attending Prince George's County Public Schools (PGCPS) a safe and supportive learning environment by facilitating system-wide implementation of administrative procedures, best practices and federal and state-wide mandates associated with student welfare and safety, and provide resources and monitor the implementation of the administrative procedures with fidelity to create and maintain a lawful, positive, and healthy climate and culture.

SUPPORTING THE STRATEGIC PLAN

- Safe and Supportive Environment: provide training, support and resources so that administrative procedures are implemented with fidelity ensuring that learning and working environments are safe and supportive for achieving the goal of outstanding academic achievement for all students without concern for personal or collective well-being.

CORE SERVICES

- Provide training to ensure appropriate implementation of Student Safety administrative procedures and compliance with system expectations to hold employees, volunteers, and independent contractors accountable for the safety of students.
- Provide technical assistance to offices and school leadership in the areas of student sexual harassment, student code of conduct, hate crimes, gangs and gang behavior, suicide, gender identity, religious diversity, bullying and intimidation.
- Develop searchable databases for rapid identification of (a) conduct and/or practices that are red flags that will be addressed in accordance with the administrative procedures, (b) potential areas of compliance vulnerability and risk through staff and student interactions; and (c) verification of employee, volunteer, and contractor compliance with policies, procedures and guidelines.

EXPECTED OUTCOMES

- By June 30, 2021, establish baseline data to develop protocols and monitoring systems to increase compliance with policies, procedures and guidelines related to student welfare and safety.
- By June 30, 2021, ensure that 100% of school-based administrators (principals and assistant principals) are trained on school safety administrative procedures.
- By June 30, 2021, 100% of all PGCPS staff will be provided annual on-line compliance training to ensure that every employee has the necessary information to establish and maintain a positive, safe, healthy, and lawful climate and culture for a safe and supportive environment for students and staff.

DISCRETIONARY SPENDING PLAN

Contracted Services support systemic training, and the tracking of the training, pertaining to safety and compliance and a wide variety of other legally mandated topics.

Supplies and Materials support books and resources relevant to Student Safety, office supplies, postage and staff development materials.

Other Operating Costs support dues and subscriptions, registration fees, local travel and other related expenses, as well as meeting expenses.

Operating Budget Staffing by Position

Compliance & Ethics	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Administrative Assistant	1.00	1.00	1.00	1.00
Director	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00
Total UNRESTRICTED	3.00	3.00	3.00	3.00
TOTAL OPERATING STAFFING	3.00	3.00	3.00	3.00

Operating Budget Expenditures by Object / Sub-Object

Compliance & Ethics	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	307,460	308,286	308,286	322,905
Overtime	6,057	-	405	-
Secretaries and Clerks	91,420	72,176	72,176	72,176
Temp Office Worker	-	-	17,500	-
Unrestricted Unallocated Full-Time	2,100	-	-	-
Salaries & Wages Total	407,036	380,462	398,367	395,081
<u>Employee Benefits</u>				
FICA /Medicare	27,299	26,473	26,473	26,684
Insurance Benefits - Active Employees	21,491	29,806	29,806	30,760
Life Insurance	1,656	1,618	1,618	1,321
Retirement/Pension - Employee	-	6,496	6,496	6,771
Workman's Compensation	1,390	6,089	3,958	6,323
Employee Benefits Total	51,836	70,482	68,351	71,859
<u>Contracted Services</u>				
Printing In-House	1,043	500	500	500
Professional Contracted Services	42,500	50,000	48,500	50,000
Contracted Services Total	43,543	50,500	49,000	50,500
<u>Supplies & Materials</u>				
Office Supplies	2,544	2,500	2,500	1,350
Supplies & Materials Total	2,544	2,500	2,500	1,350
<u>Other Operating Expenses</u>				
Local Travel - Per Mile Basis	1,324	1,500	1,500	900
Non-Local Travel Expenses	1,994	1,500	-	1,350
Registration Fees	70	500	-	450
Other Operating Expenses Total	3,388	3,500	1,500	2,700
Total UNRESTRICTED	\$ 508,347	\$ 507,444	\$ 519,718	\$ 521,490

Compliance & Ethics	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
RESTRICTED				
<u>Salaries & Wages</u>				
2nd Assignment - Instructional	17,184	-	-	-
2nd Assignment - Support	139	-	-	-
Overtime	527	-	-	-
Salaries & Wages Total	17,850	-	-	-
<u>Employee Benefits</u>				
FICA /Medicare	1,360	-	-	-
Workman's Compensation	3	-	-	-
Employee Benefits Total	1,363	-	-	-
<u>Contracted Services</u>				
Other Contracted Services	35,848	-	-	-
Software License	2,700	-	-	-
Contracted Services Total	38,548	-	-	-
<u>Supplies & Materials</u>				
Non-Catered Misc. Food Supplies	1,300	-	-	-
Supplies & Materials Total	1,300	-	-	-
<u>Other Operating Expenses</u>				
Non-Local Travel Expenses	13,955	-	-	-
Other Operating Expenses Total	13,955	-	-	-
Total RESTRICTED	\$ 73,017	\$ -	\$ -	-

TOTAL OPERATING EXPENDITURES	\$ 581,364	\$ 507,444	\$ 519,718	\$ 521,490
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Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
20210	Compliance & Ethics	521,490
TOTAL OPERATING EXPENDITURES		\$ 521,490

Pupil Accounting & School Boundaries

Budget Accountability: David Dove, Supervisor

MISSION

To accurately maintain pupil information in a secure environment to provide historical, current and projected enrollment data for determining necessary facility, human, and fiscal resources; administer tuition and tuition waivers; and generate formal reports for the Maryland State Department of Education.

SUPPORTING THE STRATEGIC PLAN

- Support Organizational Effectiveness by embracing efficient processes to ensure accurate, coherent information on enrollment is acquired and made available through the Student Information System.
- Provide consult for district offices in logistical planning of reliable forecasts of future enrollments, school and program service areas which balance neighborhood interests with facility and program capacity and transportation requirements.

CORE SERVICES

- Provide consistent, accessible and reliable guidance to schools and parents regarding registration and enrollment requirements and accurate state reporting on enrollment.
- Provide and monitor school enrollment in an effort to provide accurate data to Capital Improvement for decision making in providing reliable projections of future enrollments for use in allocating staffing, educational resources and planning of facility needs.
- Provide efficient, effective administration of state and local policies and procedures regarding Informal Kinship Care process and tuition matters.

EXPECTED OUTCOMES

- By June 30, 2021, complete a comprehensive boundary review to ensure efficient and effective use or projected use of our school portfolio.
- By June 30, 2021, increase monthly Open Lab participation for registrars from 40% to 60%, over the course of one academic school year.
- By June 30, 2021, increase shared housing data compliance from 20% to 60% and increase annual notification from 60% to 80% for all shared housing parents.

DISCRETIONARY SPENDING PLAN

Salaries & Wages support a part-time liaison between IT and future contracted services. This support provides continued assistance with charter school lottery application development.

Contracted Service support Code of Maryland Regulations (COMAR) mandated tuition payments to other local LEAs for county residents in state supervised care and lottery platform to operate online system to improve efficiency and transparency of lottery placements, wait lists, and notification.

Supplies & Materials support will assist in maintaining efficiency and providing superior customer service used in the day to day operations of the office.

Other Operating Costs support local travel reimbursement for staff, training and professional development which will enhance the overall efficiency and effectiveness of the department.

Operating Budget Staffing by Position

Pupil Accounting & School Boundaries	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	1.00	1.00	1.00	1.00
Clerk	2.00	2.00	2.00	2.00
Instructional Specialist	1.00	1.00	1.00	1.00
Program Manager	1.00	1.00	1.00	1.00
Secretary	4.00	4.00	4.00	4.00
Support Supervisor	1.00	1.00	1.00	1.00
Total UNRESTRICTED	10.00	10.00	10.00	10.00
TOTAL OPERATING STAFFING				
	10.00	10.00	10.00	10.00

Operating Budget Expenditures by Object/Sub-Object

Pupil Accounting & School Boundaries	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Hourly Instructional	48,044	-	-	-
Other Admin/Professionals/Specialists	472,050	471,898	471,898	496,972
Other Stipends	120	-	-	-
Secretaries and Clerks	346,944	363,148	363,148	380,874
Sick and Safe Leave - Temporary Employees	627	-	-	-
Salaries & Wages Total	867,787	835,046	835,046	877,846
<u>Employee Benefits</u>				
FICA /Medicare	63,726	63,861	63,861	66,611
Insurance Benefits - Active Employees	112,023	115,933	115,933	98,954
Life Insurance	3,482	3,555	3,555	2,936
Retirement/Pension - Employee	5,034	5,153	5,153	5,478
Workman's Compensation	4,521	13,367	8,689	14,051
Employee Benefits Total	188,786	201,869	197,191	188,030
<u>Contracted Services</u>				
M&R Equipment	974	-	-	-
Printing In-House	48,862	25,584	25,584	25,584
Tuition - Maryland Leas	327,441	248,000	248,000	244,858
Technical Contracted Services	-	56,858	56,858	60,000
Contracted Services Total	377,277	330,442	330,442	330,442
<u>Supplies & Materials</u>				
Office Supplies	3,068	305	305	275
Supplies & Materials Total	3,068	305	305	275

Pupil Accounting & School Boundaries	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Other Operating Expenses

Local Travel - Per Mile Basis	84	100	100	90
Registration Fees	-	50	-	-
Other Operating Expenses Total	84	150	100	90

Total UNRESTRICTED \$ 1,437,002 \$ 1,367,812 \$ 1,363,084 \$ 1,396,683

TOTAL OPERATING EXPENDITURES \$ 1,437,002 \$ 1,367,812 \$ 1,363,084 \$ 1,396,683

Operating Budget by Cost Center

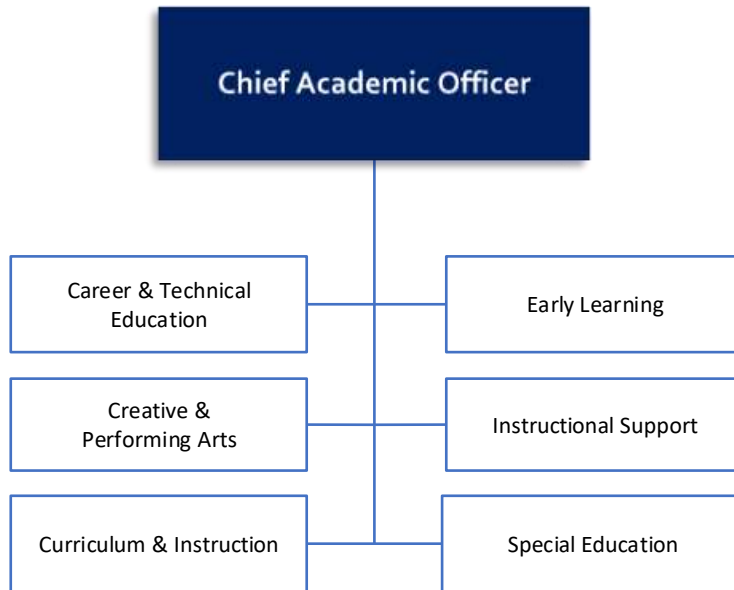
Cost Center Number	Description	FY 2021 Approved
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30601	Pupil Accounting & School Boundaries	1,396,683
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TOTAL OPERATING EXPENDITURES \$ 1,396,683



**Division of
Academics**



Organization Summary

Organization	FY 2021 Approved FTE	FY 2021 Approved Funding
Chief Academic Officer	5.00	1,096,683
Career & Technical Education	34.00	8,724,052
Creative & Performing Arts	19.00	4,046,934
Curriculum & Instruction	188.10	42,893,895
Early Learning Office	26.00	8,832,901
Instructional Support (Textbooks & Summer School)	8.00	12,763,851
Special Education	533.91	152,063,596
TOTAL OPERATING STAFFING & EXPENDITURES	814.01	\$ 230,421,912

Chief Academic Officer

Budget Accountability: Kara Libby, Chief

MISSION

To provide system-wide leadership to accomplish the school system's mission of ensuring all students are college and career ready upon graduation.

SUPPORTING THE STRATEGIC PLAN

- Outstanding Academic Achievement for all students, Pre-K-12 by providing leadership and guidance across all of the departments across the Division.
- Support the work of Early Learning, emphasize rigorous Literacy and Numeracy Plans, College and Career Ready, Career and Technical and Specialty programs for all teams within the Division of Academics.

CORE SERVICES

- Support the work of the rigorous literacy and numeracy implementation; as well as providing support and guidance for the teams overseeing specialty programs, such as: International Baccalaureate (IB), Science, Technology, Engineering and Mathematics (STEM), Montessori, and Creative and Performing Arts.
- Support the work and provide guidance for the teams overseeing Early Learning services in PGCPs.
- Support the Career and Technical Education (CTE) team in assisting in providing teachers the resources they need to help students in earning technical skills assessment certifications (TSA).

EXPECTED OUTCOMES

- By June 30, 2021, increase Kindergarten readiness in mathematics by providing support to selected Prekindergarten classes using data in the monthly reports from Ignite by Hatch so that students who use the program for 990 minutes rise by at least one level in each domain.
- By June 30, 2021, the Department of Career and Technical Education will meet or exceed the annual 7% increase of the total percentage of students that either (1) complete a CTE Program of Study; (2) earn an industry recognized credential; (3) complete an Apprenticeship program from 19.77% (FY 2020) to 26.77% (FY 2021).
- By June 30, 2021, increase the percentage of time students with disabilities are educated in general education classes from 72% to 73%.

DISCRETIONARY SPENDING PLAN

Supplies & Materials support the administrative operations of the office.

Other Operating Costs support local and non-local mileage reimbursement for the Chief Academic Officer who is responsible for conducting off-site meetings. These line items also support the participation of conferences.

Operating Budget Staffing by Position

Chief Academic Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Administrative Secretary	2.00	2.00	2.00	2.00
Associate Superintendent	2.00	2.00	2.00	2.00
Officer	0.00	0.00	0.00	1.00
Total UNRESTRICTED	4.00	4.00	4.00	5.00
TOTAL OPERATING STAFFING	4.00	4.00	4.00	5.00

Operating Budget Expenditures by Object / Sub-Object

Chief Academic Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
2nd Assignment - Instructional	-	45,767	34,217	45,767
Other Stipend	42	-	-	-
Other Admin/Professionals/Specialists	382,130	395,818	395,818	561,221
Overtime	141	-	-	500
Secretaries and Clerks	162,291	176,766	176,766	185,228
Unrestricted Unallocated Full-Time	1,036	-	-	-
Salaries & Wages Total	545,641	618,351	606,801	792,716
<u>Employee Benefits</u>				
FICA /Medicare	33,914	39,245	39,245	50,532
Insurance Benefits - Active Employees	33,027	28,226	28,226	46,981
Life Insurance	2,319	2,435	2,435	2,495
Retirement/Pension - Employee	18,700	18,840	18,840	34,255
Workman's Compensation	2,117	9,896	6,432	12,679
Employee Benefits Total	90,077	98,642	95,178	146,942
<u>Contracted Services</u>				
Rental of Buildings	-	1,500	1,500	-
Professional Contracted Services	101,250	25,000	25,000	25,000
Printing In-House	1,978	-	7,000	500
Contracted Services Total	103,228	26,500	33,500	25,500
<u>Supplies & Materials</u>				
Non-Catered Misc. Food Supplies	-	45,442	45,992	46,136
Office Supplies	1,621	4,130	7,730	3,129
Supplies & Materials Total	1,621	49,572	53,722	49,265

Chief Academic Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Other Operating Expenses

Dues & Subscriptions	-	-	400	500
Local Travel - Per Mile Basis	2,838	3,698	3,698	4,999
Registration Fees	39	-	-	400
Meetings, Conferences, Convention	13,696	15,000	15,000	15,000
Non-Local Travel Expenses	133	-	-	-
Non-Local Travel Transportation	2,049	5,000	5,000	9,000
Other Travel Related Expenditures	1,350	-	-	-
Other Operating Expenses Total	20,105	23,698	24,098	29,899

Total UNRESTRICTED \$ 762,662 \$ 817,763 \$ 814,299 \$ 1,044,822

RESTRICTED

Contracted Services

Other Contracted Services	-	-	73,198	51,861
Contracted Services Total	-	-	73,198	51,861

Total RESTRICTED \$ - \$ - \$ 73,198 \$ 51,861

TOTAL OPERATING EXPENDITURES \$ 762,662 \$ 817,763 \$ 887,497 \$ 1,096,683

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
40001	Chief Academic Officer	1,096,683
TOTAL OPERATING EXPENDITURES		\$ 1,096,683

Career & Technical Education

Budget Accountability: Jean Paul Cadet, Director

MISSION

To provide high quality instructional programs that will prepare students for high demand, high skills, and high wage opportunities by offering experiential learning, post-secondary credits and industry certifications. Students will gain technical and high-level academic skills, equipping them to be lifelong learners and contributing members of society.

SUPPORTING THE STRATEGIC PLAN

- Support Academic Excellence by providing programs and services which aid in reaching the benchmark of 90% of our students graduating on-time.
- Support Academic Excellence by providing programs and services that prepare students for matriculation to two-year and four-year higher education institutions as well as earn professional licenses and certifications.

CORE SERVICES

- Assist students with meeting or exceeding graduation requirements and industry standards.
- Provide authentic teaching and learning experiences through programs and services that enhance academic opportunities and support college and career readiness.
- Support principals, teachers, parents, and students by managing key instructional initiatives that ensure college and career readiness.

EXPECTED OUTCOMES

- By June 30, 2021, decrease the number of uncertified CTE teachers from 29 (FY 2020) to 15 (FY 2021).
- By June 30, 2021, meet or exceed the annual 7% increase of the total percentage of students that either (1) complete a CTE Program of Study; (2) earn an industry recognized credential; (3) complete an Apprenticeship program from 19.77% (FY 2020) to 26.77% (FY 2021).
- By June 30, 2021, increase the number of CTE students who pass and gain industry recognized certifications, licensure, and endorsements through the Technical Skills Assessments (TSA) by 7% from 61% (FY 2020) to 68% (FY 2021).

DISCRETIONARY SPENDING PLAN

Salaries & Wages support part-time temporary personnel including substitutes for teachers while attending professional development in addition to teachers serving as chaperones for students participating in clinical rotations, experiential learning, and /or other CTE based exploratory events.

Contracted Services support instructional consultants, rental of venues, maintenance and repair of equipment, school activity transportation and printing services.

Supplies & Materials support classroom teachers, offices, staff development, student supplies, awards, and postage.

Other Operating Costs support local mileage reimbursement for office staff who conduct school visitations and attend off-site meetings as well as non-local travel and registration fees for staff to attend conferences for the purposes of professional development.

Capital Outlay supports classroom equipment and furniture to support the instructional programs in various career and technical education pathways.

Operating Budget Staffing by Position

Career & Technical Education	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	3.00	2.00	3.00	3.00
Administrative Assistant	0.00	1.00	1.00	1.00
Clerk	1.00	1.00	1.00	1.00
Director	1.00	1.00	1.00	1.00
Instr Program Coordinator	9.00	10.00	11.00	11.00
Instructional Specialist	4.00	4.00	5.00	5.00
Instructional Supervisor	4.00	4.00	4.00	4.00
Officer	1.00	0.00	0.00	0.00
Resource Teacher	2.00	2.00	2.00	2.00
Secretary	3.00	3.00	4.00	4.00
Support Supervisor	1.00	1.00	1.00	1.00
Total UNRESTRICTED	29.00	29.00	33.00	33.00
RESTRICTED				
Program Liaison	1.00	1.00	1.00	1.00
Total RESTRICTED	1.00	1.00	1.00	1.00
TOTAL OPERATING STAFFING	30.00	30.00	34.00	34.00

Operating Budget Expenditures by Object / Sub-Object

Career & Technical Education	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
2nd Assignment - Instructional	16,225	10,000	10,000	2,500
Hourly Instructional	94,675	152,225	42,113	1,000
Other Admin/Professionals/Specialists	1,370,662	1,468,358	1,570,059	1,860,123
Other Stipends	130	-	-	-
Other Teacher	995,354	1,138,930	1,138,930	1,306,271
Overtime	4,540	-	589	-
PGCEA Senior Teacher Differential	88	-	-	-
Secretaries and Clerks	235,404	240,392	240,392	317,581
Substitute Teacher	101,284	35,000	39,172	25,320
Summer Assignment	-	-	7,000	7,000
Summer Program Assignment	4,556	-	168,190	170,225
Temp Office Worker	-	5,000	-	-
Terminal Leave Payout	35,446	-	-	-
Unrestricted Unallocated Full-Time	124	-	-	-
Workshop / Staff Development	142,490	300,000	228,035	216,016
Salaries & Wages Total	3,000,977	3,349,905	3,444,480	3,906,036

Career & Technical Education	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Employee Benefits

FICA /Medicare	196,896	253,709	261,489	295,359
Insurance Benefits - Active Employees	308,372	259,097	267,697	367,906
Life Insurance	10,957	12,280	12,712	11,655
Retirement/Pension - Employee	43,129	44,340	58,578	70,815
Workman's Compensation	3,477	53,621	36,484	62,649
Employee Benefits Total	562,831	623,047	636,960	808,384

Contracted Services

Food Service - Catering	44,191	35,000	35,000	30,000
Instructional Contracted Services	324,360	302,808	278,040	308,040
M&R Buildings	195,306	200,000	200,000	200,000
M&R Equipment	2,906	6,700	12,700	6,700
M&R Vehicles	14,334	25,000	8,000	8,000
Other Contracted Services	15,338	-	58,238	-
Outside Printing	605	2,800	2,800	-
Printing In-House	38,349	15,558	15,558	15,558
Professional Contracted Services	76,027	10,000	84,361	54,361
Rental of Buildings	1,736	2,224	2,224	2,000
School Activity Transportation	207,293	181,900	175,364	162,207
Contracted Services Total	920,447	781,990	872,285	786,866

Supplies & Materials

Awards and Recognition Certification	3,590	3,000	6,150	3,150
Classroom Teacher Supplies	560,133	519,831	547,639	421,581
Non-Catered Misc. Food Supplies	-	-	3,000	-
Office Supplies	31,108	18,500	33,161	17,500
Other Misc. Supplies	10,269	9,860	9,860	-
Postage and Delivery	47	4,000	4,000	1,000
Staff Development Supplies	112,042	6,100	5,950	12,850
Student Supplies	112,296	15,000	26,004	13,029
Textbooks	93,896	260,000	151,320	132,000
Supplies & Materials Total	923,380	836,291	787,084	601,110

Other Operating Expenses

Electricity	1,608	5,000	5,000	5,000
Field Trip Expense Non-Transportation	8,882	8,000	1,000	1,000
Local Travel - Per Mile Basis	18,765	18,000	18,000	19,450
Natural Gas	168	-	-	-
Non-Local Travel Expenses	34,626	9,920	5,976	33,880
Other Miscellaneous Expense	500	500	500	-
Other Travel Related Expenditures	710	5,188	1,671	4,188
Registration Fees	127,380	301,675	170,817	293,749
Other Operating Expenses Total	192,640	348,283	202,964	357,267

Career & Technical Education	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Capital Outlay</u>				
Buildings & Additions	100,000	-	-	-
Classroom Equipment & Furniture	543,947	535,185	481,570	445,965
Computers - Instructional	124,921	200,000	200,000	200,000
Computers - Non-Instructional	48,024	-	16,727	16,727
Capital Outlay Total	816,892	735,185	698,297	662,692
Total UNRESTRICTED \$ 6,417,167 \$ 6,674,701 \$ 6,642,070 \$ 7,122,355				
RESTRICTED				
<u>Salaries & Wages</u>				
2nd Assignment - Instructional	86,923	-	80,323	-
2nd Assignment - Support	1,961	-	-	-
Hourly Instructional	98,919	17,167	19,508	17,167
Other Stipends	-	-	65,478	13,000
Other Support Staff	42,026	49,905	43,560	60,861
Substitute Teacher	2,250	-	3,267	-
Summer Program Assignment	88,252	-	-	-
Temp Child Care	13,507	-	-	-
Workshop / Staff Development	3,938	-	31,765	10,891
Salaries & Wages Total	337,776	67,072	243,901	101,919
<u>Employee Benefits</u>				
FICA /Medicare	11,086	5,132	19,268	7,799
Insurance Benefits - Active Employees	1,456	8,600	-	-
Life Insurance	173	213	185	204
Retirement/Pension - Employee	3,737	4,492	5,354	5,709
Workman's Compensation	618	1,074	1,469	1,633
Employee Benefits Total	17,069	19,511	26,276	15,345
<u>Contracted Services</u>				
Catering Services	6,200	-	3,000	-
Indirect Cost Recovery	10,394	10,394	34,458	34,458
Instructional Contracted Services	10,435	5,000	34,128	2,640
Other Contracted Services	110,639	97,885	312,842	279,121
Professional Contracted Services	-	-	209,808	87,883
Rental of Buildings	-	-	12,415	-
Rental of Vehicles	-	-	3,000	-
School Activity Transportation	16,600	90,480	1,500	-
Software License	-	-	38,561	38,561
Tuition - Maryland Leas	-	-	7,500	-
Contracted Services Total	154,269	203,759	657,212	442,663

Career & Technical Education	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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RESTRICTED

Supplies & Materials

Awards and Recognition Certification	452	150	150	150
Classroom Teacher Supplies	-	-	91,675	85,409
Non-Catered Misc. Food Supplies	-	-	2,300	-
Other Misc. Supplies	12,215	-	6,000	-
Staff Development Supplies	148	150	5,750	150
Student Supplies	402,778	354,232	2,320	2,320
Testing Supplies & Materials	-	-	178,919	151,919
Textbooks	-	-	40,000	40,000
Supplies & Materials Total	415,592	354,532	327,114	279,948

Other Operating Expenses

Dues & Subscriptions	-	-	50,370	50,370
Local Travel - Per Mile Basis	717	232	2,565	1,282
Non-Local Travel Expenses	8,915	-	105,359	105,359
Other Miscellaneous Expense	35,841	762	3,622	762
Other Travel Related Expenditures	108,752	109,635	-	-
Registration Fees	43,019	83,124	101,512	101,512
Other Operating Expenses Total	197,244	193,753	263,428	259,285

Capital Outlay

Classroom Equipment & Furniture	470,983	516,976	249,502	173,263
Computers - Instructional	-	-	304,758	304,758
Misc. Other Equip Over \$499	-	-	24,516	24,516
Capital Outlay Total	470,983	516,976	578,776	502,537

Total RESTRICTED \$ 1,592,933 \$ 1,355,603 \$ 2,096,707 \$ 1,601,697

TOTAL OPERATING EXPENDITURES \$ 8,010,100 \$ 8,030,304 \$ 8,738,777 \$ 8,724,052

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
41000	Career & Technical Education	3,165,286
42131	Information & Technology & Computer Science Programs	767,613
42133	JROTC	9,155
42134	Technology, Engineering & Design Programs	1,407,598
42135	Business, Experiential Learning & Health Professions Progra	1,284,276
42136	Family & Consumer Sciences Program	1,033,684
42138	Public Safety, Security & Services Program	1,056,440
TOTAL OPERATING EXPENDITURES		\$ 8,724,052

Creative Arts & Performing Arts (formerly Creative Arts)

Budget Accountability: Lee Gibbs, Officer

MISSION

For all students - Pre-K through-12 - to receive experience, exposure and educational opportunities in every art form (instrumental, vocal and general music, visual art, theatre, dance and media arts), Middle School Technology Concepts and Television Production. Arts Integration (AI) strategies are imbedded in all curricula so all children have access to teaching and learning in and through the arts, and all students have multiple pathways for success.

SUPPORTING THE STRATEGIC PLAN

- Academic Excellence - All students have access to rigorous arts instruction, provided by highly qualified and certified teachers, allotted with adequate and appropriate instructional time, and the necessary materials of instruction essential to the discipline.
- Safe and Supportive Environments - Students receive arts instruction in spaces that are safe, secure, and conducive to quality education in that art form.

CORE SERVICES

- Provide professional development and appropriate instructional materials, based on national, state and county arts, literacy and numeracy standards.
- Provide performance opportunities and assessments to prepare students for college auditions, local and national career opportunities, as well as collect data to inform instruction, targeted professional development and staffing.
- Collaborate with colleagues and stakeholders with a lens on teaching and learning: develop curricula, schedules and courses; provide recommendations for arts staffing, receive support in Title grants, provide guidance to facilities, purchasing and all offices.

EXPECTED OUTCOMES

- By June 30, 2021, there will be an increase of 5% in direct instructional support from FY 2020 (417.9) to FY 2021 (438.8) as monitored by the school visits tracking form.
- By June 30, 2021, there will be a 5% increase in the Arts Integration Teacher Effectiveness Rubric scores from semester 1 to semester 2 for teachers who participate in the yearlong targeted Arts Integration series of workshops as evidenced by a rubric score comprised of a portfolio of classroom observations, lesson plan reviews, and student surveys.
- By June 30, 2021, 50% of all CPA/VPA students will demonstrate proficiency in the designated art form as measured by the Exit Technical Assessment. FY 2021 will be the baseline year.

DISCRETIONARY SPENDING PLAN

Salary and Wages support 2nd assignments for mentor teachers, workshop/staff development pay and curriculum writing as well as overtime for performances.

Contracted Services support rental of buildings for assessments and professional development, maintenance and repair of equipment, adjudicators, media arts consultants, classroom equipment and furniture, and software licenses.

Supplies & Materials support office supplies as well as classroom and student supplies.

Other Operating Costs support local travel for school visits, meetings and performances, as well as non-local travel and registrations fees to attend conferences.

Capital Outlay supports the replacement of aging media arts equipment, classroom equipment and furniture and instruments.

Operating Budget Staffing by Position

Creative & Performing Arts	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Coordinating Supervisor	1.00	1.00	1.00	1.00
Instructional Specialist	2.00	2.00	2.00	3.00
Instructional Supervisor	5.00	5.00	5.00	5.00
Officer	1.00	1.00	1.00	1.00
Resource Teacher	4.00	4.00	4.00	4.00
Secretary	4.00	4.00	4.00	4.00
Technical Resource Analyst	1.00	1.00	1.00	1.00
Total UNRESTRICTED	18.00	18.00	18.00	19.00
TOTAL OPERATING STAFFING				
	18.00	18.00	18.00	19.00

Operating Budget Expenditures by Object / Sub-Object

Creative & Performing Arts	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
2nd Assignment - Instructional	13,523	61,972	86,972	48,025
2nd Assignment - Support	4,083	-	-	-
Hourly Instructional	16,975	43,139	8,139	14,139
Other Admin/Professionals/Specialists	1,202,225	1,277,431	1,277,431	1,413,999
Other Stipends	269	-	-	-
Other Teacher	274,467	353,248	353,248	364,988
Overtime	4,648	3,500	4,279	3,500
Secretaries and Clerks	215,421	229,869	229,869	221,016
Substitute Teacher	35,054	67,700	36,144	35,700
Substitutes - Workshop	-	300	300	-
Unrestricted Unallocated Full-Time	1,992	-	-	-
Workshop / Staff Development	198,487	191,995	211,995	137,495
Salaries & Wages Total	1,967,144	2,229,154	2,208,377	2,238,862
<u>Employee Benefits</u>				
FICA /Medicare	129,111	167,859	167,859	164,041
Insurance Benefits - Active Employees	190,928	184,961	184,961	220,817
Life Insurance	7,038	7,918	7,918	6,691
Retirement/Pension - Employee	33,260	43,520	43,520	33,973
Workman's Compensation	7,856	35,621	23,153	35,051
Employee Benefits Total	368,194	439,879	427,411	460,573
<u>Contracted Services</u>				
Catering Services	21,964	1,500	1,500	-
Instructional Contracted Services	28,805	1,000	1,000	3,500

Creative & Performing Arts	FY 2019	FY 2020	FY 2020	FY 2021
	Actual	Approved	Revised	Approved
UNRESTRICTED				
<u>Contracted Services</u>				
M&R Equipment	105,311	101,493	101,493	95,486
Other Contracted Services	22,557	55,000	56,500	55,000
Printing In-House	17,551	15,195	15,195	15,195
Professional Contracted Services	181,615	38,500	43,391	35,000
Rental of Buildings	3,140	8,500	8,500	7,000
School Activity Transportation	87,622	77,500	80,556	85,000
Software License	60,120	65,500	60,213	60,500
Technical Contracted Services	46,416	60,500	50,500	54,000
Contracted Services Total	575,101	424,688	418,848	410,681
<u>Supplies & Materials</u>				
Classroom Teacher Supplies	188,927	181,017	181,017	161,017
Office Supplies	21,919	22,500	22,500	14,870
Other Misc. Supplies	200,000	200,000	200,000	200,000
Student Supplies	69,745	78,500	78,500	78,000
Supplies & Materials Total	480,590	482,017	482,017	453,887
<u>Other Operating Expenses</u>				
Fees Fines and Licenses	5,206	7,000	7,000	1,500
Local Travel - Per Mile Basis	8,334	14,375	14,375	13,055
Non-Local Travel Expenses	-	11,000	17,588	15,000
Registration Fees	3,660	8,450	10,465	5,770
Other Operating Expenses Total	17,200	40,825	49,428	35,325
<u>Capital Outlay</u>				
Classroom Equipment & Furniture	182,881	184,990	200,400	178,467
Computers - Instructional	109,381	76,959	72,068	67,989
Capital Outlay Total	292,262	261,949	272,468	246,456
Total UNRESTRICTED	\$ 3,700,491	\$ 3,878,512	\$ 3,858,549	\$ 3,845,784
RESTRICTED				
<u>Salaries & Wages</u>				
2nd Assignment - Instructional	14,284	900	3,775	3,775
Other Stipends	50,775	73,250	13,500	16,500
Substitute Teacher	12,444	22,400	2,448	20,400
Workshop / Staff Development	11,613	13,125	23,288	52,513
Salaries & Wages Total	89,115	109,675	43,011	93,188
<u>Employee Benefits</u>				
FICA /Medicare	6,767	8,392	3,227	7,135
Workman's Compensation	378	1,756	-	1,493
Employee Benefits Total	7,145	10,148	3,227	8,628

Creative & Performing Arts	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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RESTRICTED

Contracted Services

Catering Services	12,833	-	15,008	4,388
Indirect Cost Recovery	1,458	1,649	3,760	3,760
Other Contracted Services	9,495	-	4,706	5,200
Professional Contracted Services	49,909	61,580	26,510	32,690
Rental of Vehicles	5,361	-	2,438	5,398
School Activity Transportation	9,305	-	3,277	3,301
Contracted Services Total	88,361	63,229	55,699	54,737

Supplies & Materials

Classroom Teacher Supplies	16,757	3,319	39,881	14,512
Other Misc. Supplies	2,642	5,834	10,993	5,843
Staff Development Supplies	26,953	5,640	-	-
Student Supplies	1,165	-	1,892	1,892
Supplies & Materials Total	47,517	14,793	52,766	22,247

Other Operating Expenses

Dues & Subscriptions	475	500	874	840
Non-Local Travel Expenses	9,522	9,799	6,102	14,026
Other Miscellaneous Expense	8,016	-	20,355	3,780
Other Travel Related Expenditures	105	-	-	-
Registration Fees	5,674	5,020	2,970	3,704
Other Operating Expenses Total	23,792	15,319	30,301	22,350

Total RESTRICTED \$ 255,930 \$ 213,164 \$ 185,004 \$ 201,150

TOTAL OPERATING EXPENDITURES \$ 3,956,421 \$ 4,091,676 \$ 4,043,553 \$ 4,046,934

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
42154	Creative Arts Office	1,776,402
42157	Vocal/General Music	567,322
42158	Instrumental Music	662,527
42159	Art	825,990
42161	Arts Integration	3,000
42162	Dance	117,605
42163	Theatre	94,088
TOTAL OPERATING EXPENDITURES		\$ 4,046,934

Program Enhancement

Creative & Performing Arts	FTE	Position Costs	Discretionary Funds	Total Cost
Instrumental Music	1.00	\$ 132,846	\$ -	\$ 132,846

Supports the addition of 1.00 Instructional Specialist position for the Instrumental Music program.

TOTAL PROGRAM ENHANCEMENT	1.00	\$ 132,846	\$ -	\$ 132,846
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Curriculum & Instruction

Budget Accountability: Kia McDaniel, Director

MISSION

To provide curriculum, instructional materials, and resources, along with professional development to teachers, students, parents, community, school administration, and other central offices to increase teacher capacity in an effort to impact outstanding academic achievement for all students, across all contents and to prepare students for college and careers.

SUPPORTING THE STRATEGIC PLAN

- Outstanding Academic Achievement for all students by ensuring that the allocation and use of resources are aligned to supporting the goals of academic excellence, across all departmental budgets.
- Support the work of the Strategic Plan through providing access to programs that focus on well-rounded curriculums.

CORE SERVICES

- Provide curricula that is aligned with Maryland College and Career Ready Standards (MCCR) and appropriate content standards as well as support schools.
- Provide professional development to teachers and school leaders on the systems and structures that support instructional implementation, teaching best practices, and system curricula.
- Maintain partnerships, opportunities, equity and access in all Specialty programs.

EXPECTED OUTCOMES

- By June 30, 2021, improve teacher capacity to provide effective instruction in AP English Language/Literature classrooms as measured by increasing the number of teachers trained from 19 (FY 2020) to 30 (FY 2021).
- By June 30, 2021, increase the coaching support for instructional planning and curriculum implementation to teachers in 28 Bridge to Excellence targeted schools by 25% (from 3 to 4 interactions/visits) per quarter.
- By June 30, 2021, improve teacher capacity to provide effective instruction as measured by a 2% increase in the number of students who improve on repeated standards from Quarter 1 to Quarter 2 Mathematics benchmarks.

DISCRETIONARY SPENDING PLAN

Salaries & Wages support part-time personnel including temporary office workers and substitutes.

Contracted Services supports professional and technical consultants, in-house printing services, school activity transportation and lease purchases.

Supplies & Materials support the purchase of textbooks, office and staff development supplies, and postage to support professional development opportunities provided to teachers, school leaders and administrators.

Other Operating Costs support transportation for programs such as Make a Splash, JAFP and STEM that provide enrichment opportunities to our students. Additionally, payments for some of our programs are mandatory costs (AP, IB, AVID).

Capital Outlay supports technology refresh for office staff as well as instructional furniture and technology needed to deliver curricula and assessments in schools.

Operating Budget Staffing by Position

Curriculum and Instruction	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
<u>UNRESTRICTED</u>				
Admin Support Technician	2.00	2.00	2.00	2.00
Building Supervisor	2.00	2.00	2.00	2.00
Cleaner	0.50	0.50	0.50	0.50
Clerk	1.00	1.00	1.00	1.00
Coordinating Supervisor	2.00	2.00	2.00	2.00
Director	1.00	1.00	1.00	1.00
Financial Analyst	2.00	2.00	2.00	2.00
Instr Program Coordinator	1.00	1.00	1.00	1.00
Instructional Assistant	1.00	1.00	1.00	1.00
Instructional Specialist	28.00	28.00	28.00	28.00
Instructional Supervisor	19.00	19.00	19.00	19.00
Mentor Teacher	2.00	2.00	2.00	2.00
Night Cleaner Lead	2.00	2.00	2.00	2.00
Other Classroom Teacher	8.00	8.00	8.00	8.00
Outreach Teacher	7.00	7.00	7.00	7.00
Program Specialist	6.60	6.60	6.60	6.60
Resource Teacher	42.00	42.00	42.00	43.00
Secretary	16.00	16.00	16.00	16.00
Teacher Trainer	43.00	43.00	43.00	43.00
Total UNRESTRICTED	186.10	186.10	186.10	187.10
<u>RESTRICTED</u>				
Teacher Trainer	1.00	1.00	1.00	1.00
Total RESTRICTED	1.00	1.00	1.00	1.00
TOTAL OPERATING STAFFING	187.10	187.10	187.10	188.10

Operating Budget Expenditures by Object / Sub-Object

Curriculum and Instruction	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
<u>UNRESTRICTED</u>				
<u>Salaries & Wages</u>				
2nd Assignment - Instructional	64,499	110,965	161,856	111,611
2nd Assignment - Support	7,984	12,600	-	12,600
Classroom Teacher	598,780	668,374	668,374	748,320
Extracurricular Advisors	4,357	-	-	-
Grievance Settlements	163,103	-	-	-
Hourly Instructional	32,638	198,689	152,820	22,328
Hourly Interpreter	5	-	60	-
Lunch/Recess Monitor	803	-	-	-

Curriculum and Instruction	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Salaries & Wages

Other Admin/Professionals/Specialists	6,798,190	6,786,159	6,786,159	7,214,873
Other Stipends	-	20,377	20,377	20,377
Other Stipends	930	-	-	-
Other Support Staff	131,459	132,004	132,004	138,519
Other Teacher	7,961,315	8,277,222	8,277,222	8,792,101
Overtime	8,669	9,015	10,841	8,215
PGCEA Senior Teacher Differential	10,199	-	-	-
PGCEA Sp Ed Step 1 Pay Differential	14,616	-	-	-
Secretaries and Clerks	1,014,747	1,046,075	1,046,075	1,062,214
Service Worker	210,770	212,670	212,670	199,991
Sick and Safe Leave - Substitutes	42,962	-	-	-
Sick and Safe Leave - Temporary Employees	266	-	-	-
Substitute Paraprofessional Educators	1,489	-	-	-
Substitute Teacher	406,217	646,888	265,789	443,967
Substitutes - Workshop	-	5,188	5,188	5,188
Support Staff	504	-	-	-
Temp Office Worker	148	-	-	-
Terminal Leave Payout	121,342	-	-	-
Unrestricted Unallocated Full-Time	9,231	-	-	-
Workshop / Staff Development	1,017,837	871,125	1,311,021	983,603

Salaries & Wages Total

18,623,057 18,997,351 19,050,456 19,763,907

Employee Benefits

FICA /Medicare	2,736,949	1,445,378	1,445,378	1,488,060
Insurance Benefits - Active Employees	2,144,677	2,091,126	2,091,126	2,176,702
Life Insurance	68,622	72,864	72,864	60,731
Retirement/Pension - Employee	62,962	63,234	63,234	57,106
Workman's Compensation	176,797	303,590	199,880	315,864

Employee Benefits Total

5,190,007 3,976,192 3,872,482 4,098,463

Contracted Services

Catering Services	13,120	-	-	-
Food Service - Catering	2,874	-	-	-
Instructional Contracted Services	407,411	351,603	306,553	366,976
M&R Equipment	7,998	10,000	8,000	8,000
M&R Vehicles	16,595	28,000	28,000	28,000
Other Contracted Services	50,990	51,000	51,000	51,000
Printing In-House	305,533	233,358	234,358	233,358
Professional Contracted Services	219,985	237,439	249,439	254,439
Rental of Buildings	63,736	36,000	46,000	87,000
School Activity Transportation	343,804	559,604	417,550	479,750

Curriculum and Instruction	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Contracted Services</u>				
Software License	694,623	688,070	688,070	598,070
Technical Contracted Services	5,000	5,000	4,000	5,000
Contracted Services Total	2,131,670	2,200,074	2,032,970	2,111,593
<u>Supplies & Materials</u>				
Awards and Recognition Certification	5,735	12,765	6,265	5,700
Classroom Teacher Supplies	942,827	1,231,215	1,332,423	1,198,915
Custodial Supplies	8,742	6,845	6,845	8,845
Library Books	323,974	324,175	324,175	414,175
Maintenance Supplies	1,016	1,000	1,000	1,000
Non-Catered Misc. Food Supplies	76,631	55,000	55,000	55,000
Office Supplies	120,684	118,416	123,027	136,916
Other Library Media	5,400	5,419	5,419	5,419
Other Misc. Supplies	11,834	12,170	12,110	12,170
Postage and Delivery	68	75	75	75
Staff Development Supplies	11,616	21,294	22,294	21,294
Student Supplies	145,051	140,200	140,200	140,200
Testing Supplies & Materials	1,461,176	814,226	814,226	814,226
Textbooks	51,763	40,000	40,000	10,000
Supplies & Materials Total	3,166,515	2,782,800	2,883,059	2,823,935
<u>Other Operating Expenses</u>				
Dues & Subscriptions	179,599	239,953	239,953	191,373
Electricity	77,923	60,000	60,000	60,000
Fees Fines and Licenses	13,261	13,634	13,634	13,634
Fuel Oil	464	15,000	15,000	15,000
Local Travel - Per Mile Basis	49,726	57,653	47,853	49,715
Meetings, Conferences, Convention	18,570	20,000	20,350	20,000
Natural Gas	190	85,000	85,000	85,000
Non-Local Travel Expenses	33,846	123,811	68,659	62,311
Non-Local Travel Transportation	86,657	54,195	17,214	54,695
Other Travel Related Expenditures	1,156	-	-	-
Propane Gas	8,362	16,000	16,000	16,000
Registration Fees	19,517	14,275	65,199	47,575
Other Operating Expenses Total	489,271	699,521	648,862	615,303
<u>Capital Outlay</u>				
Classroom Equipment & Furniture	49,543	49,558	54,258	99,558
Computers - Instructional	33,607	15,000	15,000	15,000
Computers - Non-Instructional	3,000	3,000	3,000	4,600
Capital Outlay Total	86,150	67,558	72,258	119,158
Total UNRESTRICTED	\$ 29,686,670	\$ 28,723,496	\$ 28,560,087	\$ 29,532,359

Curriculum and Instruction	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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RESTRICTED

Salaries & Wages

2nd Assignment - Instructional	1,330,637	125,391	2,300,412	1,615,370
2nd Assignment - Support	14,283	174,483	30,563	86,832
Hourly Instructional	259,662	880,033	116,497	9,497
Hourly Interpreter	17,493	53,850	151,941	18,200
Other Stipends	1,185,871	1,159,075	1,847,649	1,233,451
Other Support Staff	68,974	-	77,917	-
Other Teacher	5,775	75,482	-	78,912
Sick and Safe Leave - Temporary Employees	22	-	-	-
Substitute Teacher	303,378	518,619	793,195	444,480
Substitutes - Workshop	-	53,225	125	-
Workshop / Staff Development	101,427	314,668	1,182,348	1,058,551
Salaries & Wages Total	3,287,522	3,354,826	6,500,647	4,545,293

Employee Benefits

Employee Tuition-Outside Institution	-	30,073	-	-
FICA /Medicare	244,699	256,655	489,210	347,729
Insurance Benefits - Active Employees	6,682	6,688	8,459	6,925
Life Insurance	477	321	247	264
Retirement/Pension - Employee	-	-	-	-
Retirement/Pension - Teachers	11,604	11,647	11,514	12,303
Workman's Compensation	16,827	53,685	148,848	72,736
Employee Benefits Total	280,289	359,069	658,278	439,957

Contracted Services

Catering Services	6,946	44,958	12,018	12,018
Indirect Cost Recovery	169,867	233,436	938,184	204,125
Instructional Contracted Services	250,628	223,101	531,347	428,917
Other Contracted Services	226,347	81,350	5,397,258	99,997
Outside Printing	-	500	111,717	10,000
Printing In-House	54,675	4,994	21,400	38,819
Professional Contracted Services	1,647,910	915,325	3,909,763	2,820,887
Rental of Buildings	255,856	77,666	473,457	253,457
Rental of Vehicles	26,631	51,159	6,600	20,524
School Activity Transportation	163,703	84,247	190,509	167,821
Software License	472,919	46,430	721,269	1,018,570
Technical Contracted Services	-	115,197	-	-
Tuition - Maryland LEAs	154,799	28,750	391,999	390,117
Contracted Services Total	3,430,279	1,907,113	12,705,521	5,465,252

Supplies & Materials

Awards and Recognition Certification	-	3,783	1,050	-
Classroom Teacher Supplies	228,394	156,790	2,353,907	1,847,041
Library Books	16,313	-	181,515	-

Curriculum and Instruction	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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RESTRICTED

Supplies & Materials

Non-Catered Misc. Food Supplies	12,592	59,476	17,517	36,673
Office Supplies	-	4,470	-	-
Other Misc. Supplies	624,717	297,394	851,514	227,928
Postage and Delivery	-	5,439	-	-
Staff Development Supplies	307,435	232,243	343,667	244,463
Student Supplies	80,388	65	6,625	-
Testing Supplies & Materials	-	-	970	-
Textbooks	-	-	45,707	3,450
Supplies & Materials Total	1,269,838	759,660	3,802,472	2,359,555

Other Operating Expenses

Dues & Subscriptions	4,109	7,996	9,502,572	2,828
Field Trip Expense Non-Transportation	2,427	-	400	220
Local Travel - Per Mile Basis	44,187	44,843	96,648	51,029
Non-Local Travel Expenses	134,677	106,025	251,930	155,181
Other Miscellaneous Expense	-	-	26,625	-
Other Travel Related Expenditures	630	57,303	3,012	2,995
Registration Fees	146,626	138,713	202,245	97,337
Relocation Expense	71,653	-	329,425	229,425
Stipends - AIT/Non-Public School Teachers	4,813	5,350	33,069	8,069
Other Operating Expenses Total	409,120	360,230	10,445,926	547,084

Capital Outlay

Classroom Equipment & Furniture	2,950	-	-	-
Computers Instructional	-	42,883	-	-
Educational Communication Equipment	-	900	1,500	-
Equipment Purchases Under \$500	-	14,010	7,027	-
Misc. Other Equip Over \$499	40,987	40,541	47,983	4,395
Capital Outlay Total	43,937	98,334	56,510	4,395

Total RESTRICTED \$ 8,720,986 \$ 6,839,232 \$ 34,169,354 \$ 13,361,536

TOTAL OPERATING EXPENDITURES \$ 38,407,655 \$ 35,562,728 \$ 62,729,441 \$ 42,893,895

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
42109	Academic - Literacy	3,141,261
42110	Curriculum & Instruction	7,138,215
42112	Reading / English / Language Arts	9,723,495
42113	Math	4,421,177
42114	Science	940,904
42115	H. B. Owens Science Center	1,525,605
42116	Wm Schmidt Environmental Center	2,299,338
42117	Social Studies	725,036
42118	World Language	721,944
42119	Talented and Gifted (TAG)	1,372,789
42121	STEM	160,731
42122	Immersion	813,258
42152	Library Media Services	1,758,742
42155	Health Education	407,373
42156	Physical Education	382,388
42410	ESOL - English for Speakers of Other Languages	7,361,639
TOTAL OPERATING EXPENDITURES		\$ 42,893,895

Program Enhancement

Curriculum & Instruction	FTE	Position Costs	Discretionary Funds	Total Cost
Academic Supports -Physical Education	1.00	\$ 95,476	\$ -	\$ 95,476
<p>Supports 1.00 Resource Teacher position to assist the Supervisor of Physical Education in monitoring all instructional programs and providing professional development. Currently, the Supervisor oversees the K-12 program by herself.</p>				
TOTAL PROGRAM ENHANCEMENT	1.00	\$ 95,476	\$ -	\$ 95,476

Early Learning *(formerly Early Childhood Education)*

Budget Accountability: Gladys Whitehead, Director

MISSION

To provide and enhance support and professional practice in teaching and learning, through the development of curriculum and the identification of supporting resources and provide professional development activities, with an emphasis on mathematics, science, social studies, reading/English language arts for early learning.

SUPPORTING THE STRATEGIC PLAN

- Provide necessary leadership of Early Learning initiatives including the federal and state grant opportunities, as well as universal prekindergarten.
- Provide summer enrichment opportunities for students, as well as expansion of prekindergarten before and after care opportunities

CORE SERVICES

- Provide oversight and guidance to all areas, including prekindergarten, BASELP, early learning centers, and the Judy Center to ensure achievement for all students
- Provide opportunities for all staff to participate in professional development to build capacity and skills.

EXPECTED OUTCOMES

- By June 30, 2021, increase Kindergarten readiness in mathematics by providing support to selected Prekindergarten classes using data in the monthly reports from Ignite by Hatch so that students who use the program for 990 minutes rise by at least one level in each domain.
- By June 30, 2021, increase collaboration with community partners through professional development, and attendance at early childhood advisor council meetings, Prince George's Resource Center and Judy Center meetings from one meeting to three meetings per quarter.
- By June 30, 2021, increase Kindergarten readiness in reading by providing support to selected Prekindergarten classes using data in the monthly reports from Waterford so that students who use the program for 2,745 minutes will increase their proficiency by one (1) Waterford Reading Level.

DISCRETIONARY SPENDING PLAN

Salaries & Wages support 2nd assignments for summer office support.

Contracted Services support instructional supplements for early learning classrooms and training as well as professional services such as mental health and wraparound services for students and families; an online reading service and upgrades for playgrounds for accreditation.

Supplies & Materials support office and classroom teacher supplies.

Other Operating Costs support local mileage reimbursements for off-site meetings and conferences as well as dues and subscriptions.

Capital Outlay supports the replacement of laptops, furniture and other classroom needs.

Operating Budget Staffing by Position

Early Learning	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	1.00	2.00	2.00	2.00
Coordinating Supervisor	1.00	1.00	1.00	1.00
Data Entry Technician	1.00	0.00	0.00	0.00
Director	1.00	1.00	1.00	1.00
Instructional Assistant	1.00	1.00	1.00	1.00
Instructional Specialist	3.00	3.00	3.00	3.00
Instructional Supervisor	3.00	3.00	3.00	3.00
Night Cleaner Lead	2.00	2.00	2.00	2.00
Program Liaison	2.00	2.00	2.00	2.00
Resource Teacher	5.00	5.00	5.00	5.00
Secretary	4.00	4.00	4.00	4.00
Support Supervisor	1.00	1.00	1.00	1.00
Total UNRESTRICTED	25.00	25.00	25.00	25.00
Program Liaison	0.00	0.00	1.00	1.00
Total RESTRICTED	0.00	0.00	1.00	1.00
TOTAL OPERATING STAFFING				
	25.00	25.00	26.00	26.00

Operating Budget Expenditures by Object / Sub-Object

Early Learning	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Salaries & Wages				
2nd Assignment - Instructional	65,316	99,316	140,163	81,000
2nd Assignment - Support	11,317	18,425	23,703	575
Extracurricular Advisors	3,297	-	-	-
Hourly Instructional	55,254	82,974	28,849	69,974
Lunch/Recess Monitor	2,048	-	-	-
Other Admin/Professionals/Specialists	1,307,245	1,444,022	1,444,022	1,513,865
Other Stipends	66	-	-	-
Other Support Staff	137,231	126,241	126,241	138,686
Other Teacher	390,180	366,666	366,666	392,458
Overtime	1,026	-	521	-
PGCEA Senior Teacher Differential	1,008	-	-	-
Secretaries and Clerks	257,677	228,555	228,555	265,093
Service Worker	57,685	87,989	87,989	97,093
Substitute Teacher	45,050	33,954	33,954	33,954
Teaching Aide	10,449	-	-	-
Temp Custodian	10,850	1,380	10,895	1,380

Early Learning	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Temp Office Worker	22,896	123,306	123,306	123,306
Unrestricted Unallocated Full-Time	8,013	-	-	-
Workshop / Staff Development	64,715	41,650	41,650	59,500
Salaries & Wages Total	2,451,321	2,654,478	2,656,514	2,776,884
<u>Employee Benefits</u>				
FICA /Medicare	173,059	198,333	198,333	205,859
Insurance Benefits - Active Employees	373,220	252,490	252,490	265,686
Life Insurance	8,942	9,589	9,589	8,055
Retirement/Pension - Employee	59,158	97,395	97,395	91,554
Retirement/Pension - Teachers	3,609	-	-	-
Workman's Compensation	8,935	42,491	27,635	44,448
Employee Benefits Total	626,922	600,298	585,442	615,602
<u>Contracted Services</u>				
Instructional Contracted Services	682,664	741,000	569,624	646,000
Printing In-House	111,581	157,159	397,159	157,159
Professional Contracted Services	911,515	196,191	207,191	184,191
Rental of Buildings	81,948	50,000	50,000	50,000
School Activity Transportation	12,452	15,117	15,117	15,117
Contracted Services Total	1,800,159	1,159,467	1,239,091	1,052,467
<u>Supplies & Materials</u>				
Classroom Teacher Supplies	861,667	1,057,092	1,057,092	1,057,092
Non-Catered Misc. Food Supplies	500,632	449,220	449,220	449,220
Office Supplies	24,294	28,147	28,147	28,147
Staff Development Supplies	7,577	4,083	4,083	4,083
Supplies & Materials Total	1,394,169	1,538,542	1,538,542	1,538,542
<u>Other Operating Expenses</u>				
Dues & Subscriptions	11,799	11,944	11,944	11,944
Local Travel - Per Mile Basis	11,572	22,337	19,337	20,337
Non-Local Travel Expenses	25,748	1,000	-	1,000
Registration Fees	14,296	20,000	14,336	20,000
Other Operating Expenses Total	63,415	55,281	45,617	53,281
<u>Capital Outlay</u>				
Classroom Equipment & Furniture	202,844	216,010	216,010	216,010
Capital Outlay Total	202,844	216,010	216,010	216,010
Total UNRESTRICTED	\$ 6,538,829	\$ 6,224,076	\$ 6,281,216	\$ 6,252,786
RESTRICTED				
<u>Salaries & Wages</u>				
2nd Assignment - Instructional	92,639	39,200	841,538	388,078
2nd Assignment - Support	21,997	-	86,100	63,000
Classroom Teacher	-	-	1,029,383	-

Early Learning	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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RESTRICTED

Salaries & Wages

Grants Unallocated Full-Time	100,000	-	-	50,000
Hourly Instructional	144	-	-	-
Nurse Specialist	-	7,200	7,200	7,200
Other Support Staff	-	-	35,000	73,612
Substitute Teacher	51,475	84,700	118,371	17,871
Summer Assignment	-	-	18,000	18,000
Summer Program Assignment	54,453	-	-	-
Teaching Aide	-	-	418,730	-
Temp Classroom Assistant	-	32,400	-	-
Temp Office Worker	-	18,000	10,780	-
Workshop / Staff Development	27,408	-	92,850	72,650
Salaries & Wages Total	348,114	181,500	2,657,952	690,411

Employee Benefits

FICA /Medicare	19,194	13,886	250,141	48,997
Insurance Benefits - Active Employees	632	-	180,600	9,000
Life Insurance	9	-	5,353	246
Retirement/Pension - Employee	90	-	91,680	6,905
Retirement/Pension - Teachers	198	-	170,943	-
Workman's Compensation	1,122	2,907	33,579	10,253
Employee Benefits Total	21,245	16,793	732,296	75,401

Contracted Services

Indirect Cost Recovery	11,874	18,490	79,414	52,494
Instructional Contracted Services	51,282	36,394	728,321	877,336
Other Contracted Services	164,668	133,520	199,413	377,891
Printing In-House	6,368	6,954	21,547	9,586
Professional Contracted Services	840,554	905,145	221,090	205,606
Rental of Buildings	-	-	6,500	-
School Activity Transportation	16,241	12,500	80,536	80,536
Technical Contracted Services	1,200	1,200	6,000	6,000
Contracted Services Total	1,092,186	1,114,203	1,342,821	1,609,449

Supplies & Materials

Classroom Teacher Supplies	24,547	57,776	218,315	109,549
Library Books	241	241	1,200	1,200
Non-Catered Misc. Food Supplies	11,402	10,000	11,000	11,000
Office Supplies	5,673	6,598	4,226	4,226
Other Misc. Supplies	102,868	24,909	112,245	23,071
Staff Development Supplies	27,710	-	-	-
Supplies & Materials Total	172,441	99,524	346,986	149,046

Early Learning	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
RESTRICTED				
<u>Other Operating Expenses</u>				
Dues & Subscriptions	14,020	14,424	9,198	9,198
Field Trip Expense Non-Transportation	-	-	2,600	2,600
Local Travel - Per Mile Basis	2,994	3,500	7,466	7,466
Non-Local Travel Expenses	4,208	5,000	793	793
Other Travel Related Expenditures	-	-	2,622	2,622
Registration Fees	15,942	31,550	14,669	14,669
Other Operating Expenses Total	37,164	54,474	37,348	37,348
<u>Capital Outlay</u>				
Classroom Equipment & Furniture	7,198	7,243	124,522	11,660
Computers - Instructional	-	-	-	6,800
Misc. Other Equip Over \$499	24,450	-	20,621	-
Capital Outlay Total	31,648	7,243	145,143	18,460
Total RESTRICTED	\$ 1,702,799	\$ 1,473,737	\$ 5,262,546	\$ 2,580,115

TOTAL OPERATING EXPENDITURES	\$ 8,241,628	\$ 7,697,813	\$ 11,543,762	\$ 8,832,901
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Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
42001	Early Learning Office	1,758,295
42420	Early Childhood Education	6,929,595
42434	Before and After School	145,011
TOTAL OPERATING EXPENDITURES		\$ 8,832,901

Instructional Support *(formerly Textbooks & Summer School)*

Budget Accountability: Toni C. Brooks, Supervisor

MISSION

To provide and enhance support and professional practice in teaching and learning, through the management of instructional materials and summer programs that support college and career ready students

SUPPORTING THE STRATEGIC PLAN

- Provide excellent customer service and communication to schools and offices.
- Support student achievement by coordination of resources and programs.

CORE SERVICES

- Adoption, contracting, procurement, distribution, and inventory services for adopted textbooks for students and teachers in schools.
- Coordinating supporting services for summer programs to include Human Resources, Payroll, Food Services, Transportation, Security, Communications, Nursing, Budget and Facilities.
- Leadership in planning and implementing services to include: scheduling and leading meetings, annual planning, communication of services to related stakeholders, set up and maintenance of artifacts and documenting materials.

EXPECTED OUTCOMES

- By June 30, 2021, reduce the textbooks local budget by 3% from \$1,175,174 to \$1,139,918.
- By June 30, 2021, reduce delivery time of materials in schools from 30 days to 27 days.
- By June 30, 2021, reduce Warehouse Inventory by 5% from 116,470 to 110,646.

DISCRETIONARY SPENDING PLAN

Salaries & Wages support temporary staff to assist with summer removal of obsoletes; completion of orders in the fall; and warehouse and school inventory.

Contracted Services support annual payment for textbook inventory online application, training and warehouse equipment.

Supplies & Materials support supplies for barcode labels for each textbook, summer programs materials, and office supplies.

Other Operating Costs support local travel costs to summer program meetings and sites.

Capital Outlay supports non-instructional computer equipment for warehouse staff.

Operating Budget Staffing by Position

Instructional Support	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Technician	3.00	4.00	4.00	4.00
Clerk	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00
Support Supervisor	1.00	1.00	1.00	1.00
Technical Resource Analyst	1.00	1.00	1.00	1.00
Total UNRESTRICTED	7.00	8.00	8.00	8.00
TOTAL OPERATING STAFFING				
	7.00	8.00	8.00	8.00

Operating Budget Expenditures by Object / Sub-Object

Instructional Support	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
2nd Assignment - Instructional	-	-	-	28,694
2nd Assignment - Support	209,155	202,461	202,461	209,461
Hourly Instructional	322,289	390,589	166,391	150,589
Other Admin/Professionals/Specialists	146,645	221,633	221,633	235,454
Other Support Staff	134,486	229,274	229,274	215,191
Overtime	522	-	7,002	-
Secretaries and Clerks	46,234	109,055	109,055	112,398
Substitute Teacher	86	-	-	40,301
Substitutes - Workshop	153	65,301	65,301	-
Summer Program Assignment	15,773	-	224,198	240,000
Temp - Warehouseman	5,245	102,000	102,000	-
Temp Office Worker	58,465	4,000	4,000	40,000
Salaries & Wages Total	939,053	1,324,313	1,331,315	1,272,088
<u>Employee Benefits</u>				
FICA /Medicare	35,772	100,876	100,876	96,465
Insurance Benefits - Active Employees	33,609	61,516	61,516	84,748
Life Insurance	1,387	2,382	2,382	1,884
Retirement/Pension - Employee	12,927	46,130	46,130	14,202
Workman's Compensation	2,090	21,195	13,777	20,360
Employee Benefits Total	85,785	232,099	224,681	217,659
<u>Contracted Services</u>				
Lease/Purchases - Non-Energy	17,348,302	10,581,390	17,899,877	9,733,519
Printing In-House	8,203	16,304	16,304	16,304
Professional Contracted Services	55,660	71,700	71,700	59,700
School Activity Transportation	19,347	-	-	-

Instructional Support	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Contracted Services</u>				
Technical Contracted Services	96,904	96,904	96,904	96,904
Contracted Services Total	17,528,415	10,766,298	18,084,785	9,906,427
<u>Supplies & Materials</u>				
Classroom Teacher Supplies	38,561	57,387	57,387	-
Office Supplies	4,368	4,300	4,300	4,300
Postage and Delivery	95	200	200	100
Textbooks	1,764,381	1,306,873	1,436,873	1,358,873
Supplies & Materials Total	1,807,405	1,368,760	1,498,760	1,363,273
<u>Other Operating Expenses</u>				
Local Travel - Per Mile Basis	385	404	404	404
Other Operating Expenses Total	385	404	404	404
<u>Capital Outlay</u>				
Computers - Non-Instructional	212	2,000	2,000	4,000
Capital Outlay Total	212	2,000	2,000	4,000
Total UNRESTRICTED	\$ 20,361,256	\$ 13,693,874	\$ 21,141,945	\$ 12,763,851
TOTAL OPERATING EXPENDITURES	\$ 20,361,256	\$ 13,693,874	\$ 21,141,945	\$ 12,763,851

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
42153	Textbook Office	12,751,547
42433	Summer School	12,304
TOTAL OPERATING EXPENDITURES		\$ 12,763,851

Special Education

(formerly under the Division of Special Education & Student Services)

Budget Accountability: Trinell Bowman, Associate Superintendent

MISSION

To provide specially-designed instruction and related services through a continuum of services to children and students with disabilities from birth to age 21; to ensure that the rights of students with disabilities are protected and that federal and State regulatory requirements are met; and to provide resources to parents, guardians, and families of children and students with disabilities.

SUPPORTING THE STRATEGIC PLAN

- Support Academic Achievement of students with disabilities by providing leadership that aligns departmental activities with the Strategic Plan.
- Support Family and Community Engagement by coordinating and participating in a wide variety of activities that bring schools, families and community stakeholders together for the benefit of students with disabilities.

CORE SERVICES

- Ensure children and students with disabilities are provided with appropriate education services.
- Ensure high-quality professional learning opportunities to improve teaching and enhance student learning.
- Provide supports to families to enable them to engage meaningfully in their child's growth and development.

EXPECTED OUTCOMES

- By June 30, 2021, increase the percentage of time students with disabilities are educated in general education classes from 72% to 73%.
- By June 30, 2021, increase the number of randomly audited Individualized Education Programs (IEPs) including functional behavior assessments and behavior intervention plans that meet 100% of targeted requirements using established baseline.
- By June 30, 2021, increase central office staff direct instructional supports for specially designed instruction (i.e., interventions, evidence-based strategies, and accommodations) to general and special education teachers by 20% (1,087) over FY 2020 (906).

DISCRETIONARY SPENDING PLAN

Salaries & Wages support part-time salaries for Extended School Year, Year Round Services, substitute teacher coverage for teacher professional development, educational assessment and CPI training; 2nd Assignments for summer Individual Education Plan (IEP) meetings, Evening High School teachers, interpreters, speech and language services and Child Find testing.

Contracted Services support services for Speech Language Pathologist, Occupational Therapist, Nursing services, Deaf and Hard of Hearing interpreters, Infant and Toddlers, MD School for the Blind, MD School for Deaf and Camp Sunshine. Due to a statewide increase in Due Process and State complaints additional funds were realigned from Hourly Instructional sub-object to support compensatory services and legal fees.

Supplies & Materials support classroom teacher and student supplies, and staff development supplies as well as supplies used in the daily operations of the various offices within the department and early childhood centers; materials for the Extended School Year program; instructional support materials for students with disabilities in comprehensive, Comprehensive Special Education Program (CSEP) and Autism programs; and classroom supplies and testing protocols for related service providers.

Other Operating Costs support dues and subscriptions, local travel reimbursement for site visits, Maryland School for Deaf, Maryland School for Blind and the tuition cost associated with the placement of special needs students in nonpublic placements.

Capital Outlay supports classroom equipment and furniture, instructional and non-instructional computers, and educational communication equipment.

Operating Budget Staffing by Position

Special Education	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
<u>UNRESTRICTED</u>				
Admin Support Specialist	2.00	2.00	2.00	1.00
Admin Support Technician	1.00	1.00	1.00	1.00
Assistant Supervisor	4.00	4.00	4.00	4.00
Audiologist	2.00	2.00	2.00	2.00
Building Supervisor	1.00	1.00	1.00	1.00
Child Care Assistant	7.00	7.00	9.00	9.00
Cleaner	0.50	0.50	0.50	0.50
Clerk	5.00	5.00	5.00	5.00
Coordinating Supervisor	1.00	1.00	1.00	1.00
Director	1.00	1.00	1.00	1.00
Elementary Classroom Teacher	82.70	83.70	83.70	86.70
Guidance Counselor	2.00	2.00	2.00	2.00
Hearing Interpreter	4.00	4.00	4.00	4.00
Instructional Assistant	1.00	1.00	1.00	1.00
Instructional Specialist	38.40	39.40	39.40	40.40
Instructional Supervisor	6.00	6.00	6.00	6.00
Night Cleaner Lead	1.00	1.00	1.00	1.00
Occupational Therapist	32.61	32.61	32.61	32.61
Paralegal	0.00	0.00	0.00	1.00
Paraprofessional Educator	13.00	12.00	12.00	13.00
Physical Therapist	26.40	26.40	26.40	27.40
Physical Therapy Assistant	2.00	2.00	2.00	0.00
Program Specialist	7.00	5.00	5.00	5.00
Resource Teacher	41.00	42.00	42.00	53.00
Secondary Classroom Teacher	4.00	6.00	6.00	3.00
Secretary	16.50	16.50	18.00	18.00
Social Service Worker	0.00	1.00	1.00	1.00
Speech Therapist	91.20	91.20	91.20	91.20
Support Officer	0.00	1.00	0.00	0.00
Support Supervisor	1.00	1.00	2.00	2.00
Technical Resource Analyst	4.00	4.00	4.00	4.00
Wing Coordinator	3.00	4.00	4.00	5.00
Total UNRESTRICTED	401.31	406.31	409.81	422.81
<u>RESTRICTED</u>				
Admin Support Specialist	1.00	1.00	1.00	1.00
Assistant Supervisor	1.00	0.00	0.00	0.00
Clerk	8.00	8.00	8.00	8.00
Coordinating Manager	1.00	1.00	1.00	1.00
Coordinating Supervisor	3.00	3.00	3.00	3.00

Special Education	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
RESTRICTED				
Elementary Classroom Teacher	2.00	3.00	3.00	3.00
Financial Analyst	1.00	1.00	1.00	1.00
Hearing Interpreter	0.00	0.00	0.00	1.00
Instr Program Coordinator	2.00	2.00	2.00	2.00
Instructional Specialist	25.00	26.00	26.00	26.00
Instructional Supervisor	1.00	2.00	2.00	2.00
Occupational Therapist	7.00	7.00	7.00	7.00
Physical Therapist	3.30	3.30	3.30	3.30
Program Liaison	1.00	1.00	1.00	1.00
Program Specialist	5.00	4.00	4.00	4.00
Resource Teacher	26.80	25.80	25.80	24.80
School Psychologist	2.00	3.00	3.00	1.00
Secretary	2.00	2.00	2.00	2.00
Social Service Worker	5.00	7.00	7.00	11.00
Total RESTRICTED	105.10	109.10	109.10	111.10

TOTAL OPERATING STAFFING	506.41	515.41	518.91	533.91
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Operating Budget Expenditures by Object / Sub-Object

Special Education	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Salaries & Wages				
2nd Assignment - Instructional	122,167	161,276	161,276	103,437
2nd Assignment - Support	5,441	-	-	-
Classroom Teacher	5,675,909	6,580,812	6,580,812	6,992,481
Discretionary Support	1,224	-	-	-
Grievance Settlements	14,306	-	-	-
Hourly Instructional	3,535,768	3,570,062	44,568	223,124
Lunch/Recess Monitor	2,912	-	-	-
Other Admin/Professionals/Specialists	6,551,708	7,537,180	7,537,180	7,839,912
Other Aides	-	141,492	141,492	-
Other Stipends	835	-	-	-
Other Support Staff	63,502	64,060	64,060	65,668
Other Teacher	3,245,411	3,985,024	3,985,024	5,346,886
Overtime	360	-	1,142	-
PGCEA Senior Teacher Differential	24,705	-	-	-
PGCEA Sp Ed Step 1 Pay Differential	661,899	-	-	-
Secretaries and Clerks	1,044,687	1,143,034	1,223,602	1,368,350
Service Worker	118,524	115,447	115,447	126,723
Substitute Paraprofessional Educators	161	-	-	-

Special Education	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Salaries & Wages

Substitute Teacher	9,303	17,087	17,087	14,587
Summer Assignment	46	-	-	-
Summer Program Assignment	169,490	-	3,546,527	2,865,093
Support Staff	239	-	-	-
Teaching Aide	463,390	709,896	754,211	815,136
Terminal Leave Payout	184,173	-	-	-
Therapists	12,956,217	13,357,390	13,357,390	14,024,214
Unrestricted Unallocated Full-Time	7,076	-	-	-
Workshop / Staff Development	15,026	42,558	42,558	20,000
Salaries & Wages Total	34,874,478	37,425,318	37,572,376	39,805,611

Employee Benefits

FICA /Medicare	2,398,845	2,846,241	2,855,794	3,023,688
Insurance Benefits - Active Employees	3,520,241	3,736,588	3,764,588	4,078,250
Life Insurance	121,600	143,457	143,987	122,481
Retirement/Pension - Employee	96,413	158,298	158,298	189,177
Retirement/Pension - Teachers	4,384	-	-	-
Workman's Compensation	167,871	599,002	324,789	636,625
Employee Benefits Total	6,309,354	7,483,586	7,247,456	8,050,221

Contracted Services

Catering Services	4,447	-	-	-
Instructional Contracted Services	975,638	286,964	960,015	316,964
Lawsuits	311,748	100,000	450,000	160,000
M&R Equipment	3,260	1,500	2,525	1,500
M&R Vehicles	4,418	11,346	11,346	11,346
Other Contracted Services	740,420	335,233	379,656	311,233
Other Vendors-Legal Services	125,438	127,294	292,294	127,294
Printing In-House	36,947	20,000	20,184	20,000
Professional Contracted Services	6,559,717	4,505,344	4,756,194	4,475,344
Software License	907	5,900	6,900	5,900
Transport Handicap Non Public	713	10,000	10,000	2,000
Tuition - Maryland LEAs	273,083	126,523	377,128	126,523
Tuition Private School - Age	60,391,687	51,112,038	67,261,719	64,541,264
Contracted Services Total	69,428,423	56,642,142	74,527,961	70,099,368

Supplies & Materials

Classroom Teacher Supplies	436,779	297,089	175,737	211,166
Non-Catered Misc. Food Supplies	1,594	-	-	-
Office Supplies	9,865	8,242	12,542	8,792
Other Misc. Supplies	3,720	-	1,200	-
Staff Development Supplies	1,265	1,400	1,247	1,400
Student Supplies	5,371	6,847	6,847	6,847
Supplies & Materials Total	458,593	313,578	197,573	228,205

Special Education	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Other Operating Expenses</u>				
Dues & Subscriptions	12,312	9,500	10,453	13,252
Fees Fines and Licenses	(100)	3,752	3,752	-
Local Travel - Per Mile Basis	339,173	342,715	316,363	341,915
Non-Local Travel Expenses	2,106	-	152	-
Other Miscellaneous Expense	798	-	200	-
Other Travel Related Expenditures	426	-	-	-
Other Operating Expenses Total	354,715	355,967	330,920	355,167
<u>Capital Outlay</u>				
Classroom Equipment & Furniture	9,865	10,108	23,856	22,108
Computers - Non-Instructional	7,918	16,100	35,814	24,600
Educational Communication Equipment	51,384	51,511	66,486	62,511
Office Furniture & Equipment	20,071	4,000	18,950	-
Capital Outlay Total	89,238	81,719	145,106	109,219
Total UNRESTRICTED	\$ 111,514,801	\$ 102,302,310	\$ 120,021,392	\$ 118,647,791

RESTRICTEDSalaries & Wages

2nd Assignment - Instructional	44,814	110,392	979,197	978,565
2nd Assignment - Support	476	-	-	-
Classroom Teacher	189,574	190,223	190,223	201,025
Dedicated Aide	-	-	237,162	-
Hourly Instructional	410,807	359,039	1,302,734	181,216
Lunch/Recess Monitor	8,415	-	-	-
Other Admin/Professionals/Specialists	4,299,225	5,007,089	5,204,184	5,590,141
Other Stipends	546	-	-	-
Other Support Staff	63,518	64,060	64,060	68,904
Other Teacher	1,797,847	2,163,929	4,715,456	2,124,941
PGCEA Senior Teacher Differential	3,224	-	-	-
PGCEA Sp Ed Step 1 Pay Differential	93,766	-	-	-
Psychological Service Personnel	164,625	266,334	266,334	88,052
Secretaries and Clerks	475,876	505,552	504,064	523,070
Substitute Teacher	8,694	134,150	1,381,010	1,419,068
Summer Program Assignment	41,988	-	26,126	26,126
Teaching Aide	-	-	186,894	38,371
Temp Classroom Assistant	-	-	366,582	-
Temp Custodian	90	450	1,475	725
Terminal Leave Payout	12,947	-	-	-
Therapists	1,636,033	1,806,532	1,777,476	1,907,753

Special Education	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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RESTRICTED

Salaries & Wages

Unrestricted Unallocated Full-Time	6,199	-	-	-
Workshop / Staff Development	234,181	330,038	1,002,095	948,581
Salaries & Wages Total	9,492,846	10,937,788	18,205,072	14,096,538

Employee Benefits

Employee Tuition-Outside Institution	14,690	-	-	-
FICA /Medicare	657,796	819,843	1,408,767	1,062,460
Insurance Benefits - Active Employees	955,153	1,096,774	1,192,016	1,166,940
Life Insurance	35,648	42,579	57,704	35,305
Retirement/Pension - Employee	42,535	58,372	649,234	59,106
Retirement/Pension - Teachers	1,217,369	1,465,409	1,226,208	1,567,241
Workman's Compensation	46,777	175,068	318,483	225,828
Employee Benefits Total	2,969,967	3,658,045	4,852,412	4,116,880

Contracted Services

Catering Services	20,797	16,400	7,515	16,400
Instructional Contracted Services	4,269,891	2,764,853	5,359,690	4,775,551
Other Contracted Services	575	8,675	39,375	36,375
Outside Printing	10,406	-	12,500	-
Printing In-House	45,531	63,260	249,133	243,238
Professional Contracted Services	3,082,919	4,272,676	4,423,341	4,116,842
Rental of Buildings	36,364	43,956	52,986	52,986
School Activity Transportation	264	300	4,800	4,800
Software License	-	-	1,300	1,300
Contracted Services Total	7,466,746	7,170,120	10,150,640	9,247,492

Supplies & Materials

Classroom Teacher Supplies	677,790	585,290	6,056,942	4,806,668
Office Supplies	37,334	20,800	21,850	20,650
Other Misc. Supplies	14,869	5,400	15,570	15,570
Staff Development Supplies	24,489	23,752	37,575	37,557
Student Supplies	-	-	10,000	10,000
Supplies & Materials Total	754,482	635,242	6,141,937	4,890,445

Other Operating Expenses

Dues & Subscriptions	65,909	74,205	70,410	67,110
Fees Fines and Licenses	-	4,000	-	-
Local Travel - Per Mile Basis	9,038	63	14,172	14,063
Non-Local Travel Expenses	77,820	71,850	128,696	125,919
Other Travel Related Expenditures	1,184	-	1,682	1,500
Registration Fees	51,781	50,437	109,169	93,669
Telephone -Equipment	70,949	65,000	80,000	80,000
Other Operating Expenses Total	276,681	265,555	404,129	382,261

Special Education	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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RESTRICTED

Capital Outlay

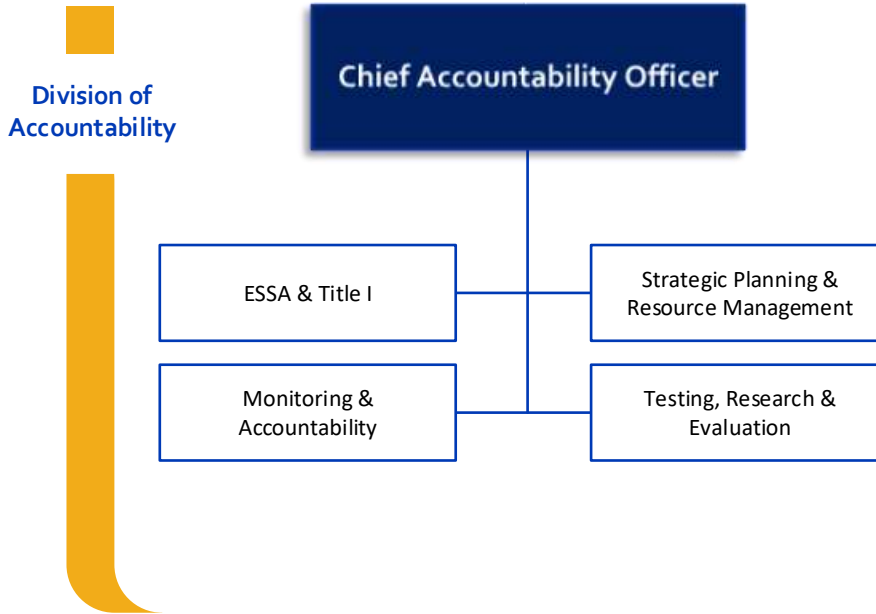
Classroom Equipment & Furniture	31,997	45,000	656,899	655,689
Computers - Instructional	-	-	210,084	-
Computers - Non-Instructional	21,070	11,000	34,300	26,500
Capital Outlay Total	53,068	56,000	901,283	682,189

Total RESTRICTED \$ 21,013,789 \$ 22,722,750 \$ 40,655,473 \$ 33,415,805

TOTAL OPERATING EXPENDITURES \$ 132,528,590 \$ 125,025,060 \$ 160,676,865 \$ 152,063,596

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
44201	Director of Special Education	4,615,489
44202	Special Education - Operations	400,213
44205	Special Education - Compliance Office	2,141,609
44206	Special Education - Data Management	837,045
44207	Special Education - Instructional Supports Assessment & Accountability	12,837,455
44210	Special Education - K- 12 Services	11,790,072
44215	Special Education - Support Programs & Related Services	40,178,001
44220	Special Education Early Childhood	12,403,832
44230	Special Education - Nonpublic Education	66,859,880
TOTAL OPERATING EXPENDITURES		\$ 152,063,596



Organization Summary

Organization	FY 2021	FY 2021
	Approved FTE	Approved Funding
Chief Accountability Officer	2.00	381,017
ESSA & Title I	30.00	14,561,061
Monitoring & Accountability	11.00	2,047,539
Strategic Planning & Resource Management	6.00	933,066
Testing, Research & Evaluation	30.00	6,541,953
TOTAL OPERATING STAFFING & EXPENDITURES	79.00	\$ 24,464,636

Chief Accountability Officer

Budget Accountability: Doug Strader, Chief

MISSION

To provide, manage, and support transparent accountability measures for Prince George's County Public Schools that will lead to students prepared for college and careers.

SUPPORTING THE STRATEGIC PLAN

- Academic Excellence: define and steward the district's education accountability program which includes the monitoring of student performance to inform the district's instruction program.
- Organizational Effectiveness: steward the development and implementation of the district's Strategic Plan.

CORE SERVICES

- Support student achievement by providing testing, research, program evaluation services, actionable data, and excellent committed support to schools and the community.
- Identify, secure, and manage external grant funding resources.
- Manage performance by implementing Prince George's County Public Schools' accountability system.

EXPECTED OUTCOMES

- By June 30, 2021, Phase 2 of the internal Data Dashboard will be released to all (100%) schools.
- By June 30, 2021, obtain Maryland State Board of Education's approval of PGCPs' Annual Local ESSA Consolidated Strategic Plan to accelerate the acquisition and allocation of equity-based funding resources for our diverse student population.
- By June 30, 2021, monitor the successful administration of all mandated national, state, and district assessment programs such that test administrations and data and reporting is accomplished with fidelity by following all testing protocols and procedures with less than .025% reporting of testing irregularities across all test administrations that are overseen by the Department of Testing, Research and Evaluation.

DISCRETIONARY SPENDING PLAN

Supplies & Materials support staff development supplies for central office and school-based trainings as well as office supplies used in the daily operations of the office.

Other Operating Costs support local mileage reimbursements for staff who conduct school visits and attend off-site meetings as well as registration fees to attend conferences for professional development.

Operating Budget Staffing by Position

Chief Accountability Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Administrative Secretary	1.00	1.00	1.00	1.00
Associate Superintendent	1.00	1.00	1.00	1.00
Total UNRESTRICTED	2.00	2.00	2.00	2.00
TOTAL OPERATING STAFFING	2.00	2.00	2.00	2.00

Operating Budget Expenditures by Object / Sub-Object

Chief Accountability Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	128,457	171,269	171,269	176,826
Other Stipends	42	-	-	-
Secretaries and Clerks	90,502	104,469	104,469	109,470
Unrestricted Unallocated Full-Time	154	-	-	-
Salaries & Wages Total	219,155	275,738	275,738	286,296
<u>Employee Benefits</u>				
FICA /Medicare	16,565	18,716	18,716	19,179
Insurance Benefits - Active Employees	14,814	16,435	16,435	32,916
Life Insurance	933	1,172	1,172	957
Retirement/Pension - Employee	3,283	-	-	16,587
Workman's Compensation	709	4,413	2,868	4,582
Employee Benefits Total	36,305	40,736	39,191	74,221
<u>Contracted Services</u>				
Printing In-House	457	1,000	1,000	1,000
Software License	-	2,500	2,500	-
Contracted Services Total	457	3,500	3,500	1,000
<u>Supplies & Materials</u>				
Non-Catered Misc. Food Supplies	-	250	250	-
Office Supplies	1,922	3,000	3,000	2,000
Supplies & Materials Total	1,922	3,250	3,250	2,000
<u>Other Operating Expenses</u>				
Dues & Subscriptions	-	1,500	1,500	1,500
Local Travel - Per Mile Basis	1,504	3,000	3,000	2,000
Meeting Expense	5,000	5,000	3,500	6,500
Non-Local Travel Expenses	1,742	4,000	3,138	4,000
Other Travel Related Expenditures	-	-	-	500
Registration Fees	1,124	3,000	2,795	3,000
Other Operating Expenses Total	9,370	16,500	13,933	17,500

Chief Accountability Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Capital Outlay

Computers - Instructional	1,972	2,000	2,000	-
Capital Outlay Total	1,972	2,000	2,000	-

Total UNRESTRICTED	\$ 269,180	\$ 341,724	\$ 337,612	\$ 381,017
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TOTAL OPERATING EXPENDITURES	\$ 269,180	\$ 341,724	\$ 337,612	\$ 381,017
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Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
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46001	Chief Accountability Officer	381,017
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TOTAL OPERATING EXPENDITURES		\$ 381,017
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ESSA & Title I

Budget Accountability: Tracey J. Adesegun, Director

MISSION

To provide supplemental resources and manage grant funds that support Title I students for college and career readiness.

SUPPORTING THE STRATEGIC PLAN

- Academic Excellence: increase the percentage of students having access to a well-rounded curriculum.
- Family and Community Engagement: increase the percentage of collaborative partnership that will create opportunities for engaging parents/families in supporting student learning and success.

CORE SERVICES

- Providing technical support for designing a Title I program based on a comprehensive needs assessment.
- Supporting activities to increase parent, family, and community engagement in order to bridge the gap between home, school, and community.
- Provide sound fiscal management to strengthen fiscal processes and guidance for better decision-making and more efficient operations to maximize grant resources.

EXPECTED OUTCOMES

- By June 30, 2021, Title I Middle School English Language Learners (ELs) will increase mathematics vocabulary by 10% as measured using the metrics in the Speak Agent platform.
- By June 30, 2021, Title I Parent & Family Engagement participation with a focus on student learning will increase by 20% (1,811 participants) for Central Office sponsored sessions.
- By June 30, 2021, in order to remain compliant with Maryland State Department of Education, 85% of Title I grant funds earmarked for discretionary resources will be encumbered.

DISCRETIONARY SPENDING PLAN

Supplies & Materials support staff development supplies for central office and school-based trainings as well as office supplies used in the daily operations of the office.

Other Operating Costs support local mileage reimbursements for staff who conduct school visits and attend off-site meetings as well as registration fees to attend conferences for professional development.

Operating Budget Staffing by Position

ESSA & Title I	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Director	1.00	1.00	1.00	1.00
Instr Program Coordinator	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00
Total UNRESTRICTED	3.00	3.00	3.00	3.00
RESTRICTED				
Admin Support Technician	2.00	1.00	1.00	1.00
Coordinating Supervisor	1.00	1.00	1.00	1.00
Financial Administrator	1.00	1.00	1.00	1.00
Financial Analyst	4.00	4.00	4.00	4.00
Instr Program Coordinator	1.00	1.00	1.00	1.00
Instructional Specialist	13.00	13.00	13.00	13.00
Instructional Supervisor	2.00	2.00	2.00	2.00
Resource Teacher	2.00	3.00	3.00	3.00
Secretary	1.00	1.00	1.00	1.00
Total RESTRICTED	27.00	27.00	27.00	27.00
TOTAL OPERATING STAFFING				
	30.00	30.00	30.00	30.00

Operating Budget Expenditures by Object / Sub-Object

ESSA & Title I	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Hourly Interpreter	102	-	-	-
Other Admin/Professionals/Specialists	169,486	175,079	175,079	184,520
Other Teacher	1,029	101,443	101,443	110,211
Overtime	-	-	913	-
Secretaries and Clerks	74,942	83,625	83,625	87,801
Salaries & Wages Total	245,558	360,147	361,060	382,532
<u>Employee Benefits</u>				
FICA /Medicare	17,052	24,938	24,938	26,065
Insurance Benefits - Active Employees	15,125	25,035	25,035	29,359
Life Insurance	1,057	1,533	1,533	1,280
Retirement/Pension - Employee	3,294	-	-	-
Workman's Compensation	1,355	5,764	3,747	6,122
Employee Benefits Total	37,883	57,270	55,253	62,826

ESSA & Title I	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Contracted Services

Instructional Contracted Services	-	-	-	3,000
Printing In-House	718	1,500	1,500	1,500
Contracted Services Total	718	1,500	1,500	4,500

Supplies & Materials

Office Supplies	7,142	7,000	7,000	7,000
Staff Development Supplies	9,491	9,500	9,500	9,500
Supplies & Materials Total	16,633	16,500	16,500	16,500

Other Operating Expenses

Local Travel - Per Mile Basis	828	1,500	1,500	1,000
Registration Fees	-	1,500	-	-
Other Operating Expenses Total	828	3,000	1,500	1,000

Capital Outlay

Computers - Non-Instructional	1,500	1,500	1,500	-
Capital Outlay Total	1,500	1,500	1,500	-

Total UNRESTRICTED \$ 303,120 \$ 439,917 \$ 437,313 \$ 467,358

RESTRICTED

Salaries & Wages

2nd Assignment - Instructional	3,062	-	-	-
2nd Assignment - Support	2,317	-	-	-
Hourly Interpreter	65,233	-	154,150	153,700
Other Admin/Professionals/Specialists	2,166,460	2,281,805	2,424,887	2,402,926
Other Stipends	196	-	-	-
Other Support Staff	73,055	73,519	73,519	73,519
Other Teacher	293,605	410,077	448,445	448,445
Overtime	79	-	-	-
PGCEA Senior Teacher Differential	20	-	-	-
Secretaries and Clerks	53,122	54,476	57,253	57,253
Substitute Administrator	9,620	28,647	13,200	29,747
Substitute Teacher	50,110	-	10,000	73,000
Summer Assignment	(1,317)	-	648,533	216,000
Summer Program Assignment	56,973	-	-	-
Technician	7,678	-	-	-
Temp Bus Attendant	211	-	-	-
Temp Office Worker	2,180	7,847	3,360	7,847
Unrestricted Unallocated Full-Time	2,824	-	-	-
Workshop / Staff Development	170,124	191,818	273,750	346,586
Salaries & Wages Total	2,955,551	3,048,189	4,107,097	3,809,023

ESSA & Title I	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
RESTRICTED				
<u>Employee Benefits</u>				
FICA /Medicare	216,405	231,599	336,161	290,140
Insurance Benefits - Active Employees	309,325	313,080	232,200	338,484
Life Insurance	10,967	12,000	12,585	9,972
Retirement/Pension - Employee	47,638	62,195	62,782	55,378
Retirement/Pension - Teachers	320,481	332,358	351,768	376,233
Workman's Compensation	15,078	48,793	64,913	60,965
Employee Benefits Total	919,894	1,000,025	1,060,409	1,131,172
<u>Contracted Services</u>				
Annual Auditing Fees	-	9,600	-	-
Catering Services	1,229	-	24,100	8,500
Indirect Cost Recovery	921,286	754,447	1,185,442	1,184,734
Instructional Contracted Services	3,442,765	5,136,487	3,608,702	6,679,037
M&R Equipment	-	-	5,000	5,000
M&R Vehicles	4,132	4,000	5,000	7,000
Printing In-House	255	6,000	-	19,800
Rental of Vehicles	181,804	80,000	493,834	198,834
School Activity Transportation	3,183	12,066	95,600	9,146
Software License	-	-	11,930	18,817
Contracted Services Total	4,554,654	6,002,600	5,429,608	8,130,868
<u>Supplies & Materials</u>				
Classroom Teacher Supplies	440,291	500,000	294,313	515,582
Non-Catered Misc. Food Supplies	-	8,980	3,000	6,807
Office Supplies	8,116	11,406	18,180	28,276
Other Misc. Supplies	5,220	765	44,267	50,032
Postage and Delivery	-	-	-	650
Staff Development Supplies	5,181	-	12,771	26,619
Supplies & Materials Total	458,808	521,151	372,531	627,966
<u>Other Operating Expenses</u>				
Dues & Subscriptions	6,849	14,073	20,952	25,855
Field Trip Expense	-	-	80,000	-
Internet Service	-	600	-	500
Local Travel - Per Mile Basis	5,524	73,082	28,273	49,515
Non-Local Travel Expenses	46,221	156,555	124,325	172,880
Other Travel Related Expenditures	306	4,000	6,981	10,981
Registration Fees	34,471	30,042	44,910	47,952
Other Operating Expenses Total	93,371	278,352	305,441	307,683

ESSA & Title I	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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RESTRICTED

Capital Outlay

Computers - Instructional	357,077	-	5,110,251	58,991
Computers - Non-Instructional	3,405	20,000	8,000	28,000
Educational Communication Equipment	43,102	-	-	-
Capital Outlay Total	403,584	20,000	5,118,251	86,991

Total RESTRICTED \$ 9,385,861 \$ 10,870,317 \$ 16,393,337 \$ 14,093,703

TOTAL OPERATING EXPENDITURES \$ 9,688,981 \$ 11,310,234 \$ 16,830,650 \$ 14,561,061

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
42205	ESSA (Every Student Succeeds Act)	638,928
42210	Title I, Office	13,922,133
TOTAL OPERATING EXPENDITURES		\$ 14,561,061

Monitoring & Accountability

Budget Accountability: Anthony E. Whittington, Director

MISSION

To improve student achievement by providing reliable, actionable information and cultivating a culture of data-based decision making to support the monitoring of district and school level efforts in improving student achievement.

SUPPORTING THE STRATEGIC PLAN

- Academic Excellence: define and steward the district's accountability program, which includes the monitoring of student performance to inform the district's instruction program; assist schools in the creation of goal- and objective-based school performance plans; support schools' and area offices' capacity to create, follow; and monitor progress within those plans.
- Organizational Effectiveness: organize structures for holding schools and offices accountable for the work they perform and the effects of that work.

CORE SERVICES

- Managing Performance: refine and implement PGCPS' accountability system.
- Turning Accountability Data Into Information: provide decision makers with accurate, unbiased data to support their accountability efforts.
- Supporting Data Structures and Reporting: support the data management and reporting systems used for accountability.

EXPECTED OUTCOMES

- By June 30, 2021, 100% of Targeted Support and Improvement (TSI) Schools will document the selection of an evidenced based strategy(ies) and an action plan that addresses all of the identified TSI student/service groups.
- By June 30, 2021, 90% of data of the State's data collections/reports that require official signatures will be reviewed and signed-off by the due date (as prescribed for each individual data collection and reflected in the Monitoring and Accountability Project Schedule).
- By June 30, 2021, Phase 2 of the internal Data Dashboard will be released to all (100%) schools (including disproportionality and an "Active Directory" login dashboard).

DISCRETIONARY SPENDING PLAN

Supplies & Materials support staff development supplies for central office and school-based trainings as well as office supplies used in the daily operations of the office.

Other Operating Costs support local mileage reimbursements for staff who conduct school visits and attend off-site meetings as well as registration fees to attend conferences for professional development.

Operating Budget Staffing by Position

Monitoring & Accountability	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Director	0.00	1.00	1.00	1.00
Instructional Specialist	3.00	3.00	4.00	4.00
Secretary	0.00	1.00	1.00	1.00
Support Officer	1.00	1.00	1.00	0.00
Support Supervisor	1.00	1.00	1.00	1.00
Technical Resource Analyst	3.00	3.00	3.00	4.00
Total UNRESTRICTED	8.00	10.00	11.00	11.00
TOTAL OPERATING STAFFING	8.00	10.00	11.00	11.00

Operating Budget Expenditures by Object / Sub-Object

Monitoring & Accountability	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	936,876	1,185,267	1,185,267	1,557,151
Other Stipends	170	-	-	-
Secretaries and Clerks	-	72,176	72,176	72,176
Unrestricted Unallocated Full-Time	485	-	-	-
Salaries & Wages Total	937,532	1,257,443	1,257,443	1,629,327
<u>Employee Benefits</u>				
FICA /Medicare	67,457	92,763	92,763	120,746
Insurance Benefits - Active Employees	75,718	94,241	94,241	115,813
Life Insurance	4,033	5,347	5,347	5,447
Retirement/Pension - Employee	51,314	66,245	66,245	103,629
Workman's Compensation	4,548	20,123	13,080	26,077
Employee Benefits Total	203,069	278,719	271,676	371,712
<u>Contracted Services</u>				
Printing In-House	1,594	2,500	2,500	2,500
Software License	-	3,500	600	1,000
Contracted Services Total	1,594	6,000	3,100	3,500
<u>Supplies & Materials</u>				
Office Supplies	2,542	3,000	11,274	1,500
Supplies & Materials Total	2,542	3,000	11,274	1,500
<u>Other Operating Expenses</u>				
Dues & Subscriptions	2,751	2,500	1,000	2,500
Local Travel - Per Mile Basis	3,480	20,000	4,700	15,000
Non-Local Travel Expenses	2,384	8,500	7,626	19,000
Other Travel Related Expenditures	326	-	-	-

Monitoring & Accountability	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Other Operating Expenses

Registration Fees	1,875	5,000	7,100	5,000
Other Operating Expenses Total	10,816	36,000	20,426	41,500

Capital Outlay

Computers - Instructional	168	3,000	13,200	-
Capital Outlay Total	168	3,000	13,200	-

Total UNRESTRICTED \$ 1,155,720 \$ 1,584,162 \$ 1,577,119 \$ 2,047,539

TOTAL OPERATING EXPENDITURES \$ 1,155,720 \$ 1,584,162 \$ 1,577,119 \$ 2,047,539

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
20301	Monitoring and Accountability, Office of	2,047,539
TOTAL OPERATING EXPENDITURES		\$ 2,047,539

Strategic Planning & Resource Management

Budget Accountability: Veronica Harrison, Director

MISSION

To facilitate disciplined strategic planning processes; coordinate grants development and funding acquisition; and advance a culture of critical thinking, grants accountability, compliance, and management in support of PGCPs' systemic priorities.

SUPPORTING THE STRATEGIC PLAN

- Operational Effectiveness: ensures organizational clarity of the Strategic Plan and alignment of systemic priorities among stakeholders, enables successful program outcomes through acquisition of supplemental grant funding resources, and supports systemic stewardship and compliance in managing external grant funds.

CORE SERVICES

- Facilitate PGCPs' legislative compliance through development, compilation, and submission of the annual Local ESSA Consolidated Strategic Plan and support executive leadership in the development of PGCPs' strategic priorities.
- Support district staff by finding and partnering in grant opportunities in excess of \$20,000, facilitating the development and submission of compelling grant applications, and securing competitive grant awards to support the achievement of PGCPs strategic priorities.
- Provide monitoring and oversight for the district's grant awards over \$20,000 to ensure administrative requirements are in compliance with federal, state, local, and foundation regulations and the standards.

EXPECTED OUTCOMES

- By June 30, 2021, obtain Maryland State Board of Education's approval of PGCPs' Annual Local ESSA Consolidated Strategic Plan to accelerate the acquisition and allocation of funding resources for our diverse student population.
- By June 30, 2021, secure new systemic competitive non-continuation grant awards valued at a minimum of \$10 million cumulatively, toward the implementation of PGCPs strategic priorities.
- By June 30, 2021, increase PGCPs' grants management compliance rate by 2 percentage points from 90% (~144) to 92% (~148) on-time submission of grant documents in compliance with all active grant agreement terms and conditions to continuously strengthen PGCPs' grantee risk status.

DISCRETIONARY SPENDING PLAN

Supplies & Materials support supplies and materials required to execute the core services of strategic planning, grants development and grants management and to conduct central office and school-based staff training regarding grants development and grants management processes.

Other Operating Costs support staff professional development and acquisition of technology, tools, and systems required to execute the core services of strategic planning, grants development, and grants management.

Capital Outlay supports the replacement of staff equipment greater than 5 years old.

Operating Budget Staffing by Position

Strategic Planning & Resource Management	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	3.00	3.00	3.00	3.00
Admin Support Technician	1.00	1.00	1.00	1.00
Director	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00
Total UNRESTRICTED	6.00	6.00	6.00	6.00
TOTAL OPERATING STAFFING				
	6.00	6.00	6.00	6.00

Operating Budget Expenditures by Object / Sub-Object

Strategic Planning & Resource Management	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	513,278	539,407	539,407	562,302
Other Stipends	127	-	-	-
Other Support Staff	76,322	97,218	97,218	97,218
Secretaries and Clerks	33,367	57,253	57,253	59,884
Unrestricted Unallocated Full-Time	2,005	-	-	-
Salaries & Wages Total	625,099	693,878	693,878	719,404
<u>Employee Benefits</u>				
FICA /Medicare	43,585	49,793	49,793	50,972
Insurance Benefits - Active Employees	56,639	47,348	47,348	69,078
Life Insurance	2,692	2,952	2,952	2,406
Retirement/Pension - Employee	46,340	48,549	48,549	52,765
Workman's Compensation	3,450	11,105	7,218	11,514
Employee Benefits Total	152,707	159,747	155,860	186,735
<u>Contracted Services</u>				
M&R Equipment	-	798	798	-
Printing In-House	709	6,170	6,170	6,170
Technical Contracted Services	8,000	7,719	-	-
Contracted Services Total	8,709	14,687	6,968	6,170
<u>Supplies & Materials</u>				
Office Supplies	970	798	798	1,000
Supplies & Materials Total	970	798	798	1,000
<u>Other Operating Expenses</u>				
Dues & Subscriptions	759	2,043	12,000	10,398
Local Travel - Per Mile Basis	803	300	300	803
Registration Fees	6,596	6,585	4,073	6,585
Other Operating Expenses Total	8,158	8,928	16,373	17,786

Strategic Planning & Resource Management	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Capital Outlay

Computers - Non-Instructional	-	-	-	1,971
Capital Outlay Total	-	-	-	1,971

Total UNRESTRICTED	\$ 795,644	\$ 878,038	\$ 873,877	\$ 933,066
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TOTAL OPERATING EXPENDITURES	\$ 795,644	\$ 878,038	\$ 873,877	\$ 933,066
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Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
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42140	Strategic Planning & Resource Management	933,066
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TOTAL OPERATING EXPENDITURES		\$ 933,066
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Testing, Research & Evaluation

Budget Accountability: Jaime Bowers, Director

MISSION

To support all PGCPs stakeholders through effective testing, research, and evaluation services and to provide assistance to schools and offices in utilizing and analyzing data.

SUPPORTING THE STRATEGIC PLAN

- Academic Excellence: assess student performance providing meaningful/actionable information to stakeholders including parents, schools and district office to improve upon the instructional program.
- Safe and Supportive Environments: conduct the School Climate Survey capturing student, staff and parents' opinions and attitudes concerning the school system.

CORE SERVICES

- Oversee and monitor national, state, and district assessments, providing resources, professional development, and ongoing support to schools and offices.
- Develop and administer fair, reliable, and valid assessments that measure student learning and provide consultations, professional development, and related assessment services including oversight of the online, paper test, and scanning platform used by the district.
- Provide data quality, valid reporting, and applied research services to support effective and efficient data and reporting processes and to provide actionable data and information.

EXPECTED OUTCOMES

- By June 30, 2021, provide 50 or more relevant, timely, technical assistance sessions with minimal or no interruption to classroom instruction to train and prepare PGCPs school based and central office staff on national, state, and district test administrations; test security; assessment and data literacy; and accessibility and accommodations.
- By June 30, 2021, monitor the successful administration of all mandated national, state, and district assessment programs such that test administrations and data and reporting is accomplished with fidelity by following all testing protocols and procedures with less than .025% reporting of testing irregularities across all test administrations that are overseen by the Department of Testing, Research and Evaluation.
- By June 30, 2021, complete four in-depth, major research/evaluation projects aligned with the PGCPs' Local ESSA Consolidated Strategic Plan that consists of specific and actionable recommendations and share the research findings with district stakeholders.

DISCRETIONARY SPENDING PLAN

Salaries & Wages support 2nd assignments for teachers who assist with the Saturday test administration for entrance into our Specialty Programs.

Contracted Services support vendor platforms for testing, such as internal assessment vendors for district assessments (platform and content), FileMaker Pro, Avant (TAP testing), various surveys, cognitive abilities testing (TAG identification), and optical scanner equipment.

Supplies & Materials support state and district test administrations in the schools; materials for test administration training, and specific accessories/equipment for online testing. This includes paper for printing required documents for testing administration, copies of student reports, headphones and mice, toner for scanners, etc.

Other Operating Costs support local mileage reimbursement for office staff attending off-site meetings and school visitations, as well as non-local travel and registrations for professional development meetings and conferences.

Operating Budget Staffing by Position

Testing, Research & Evaluation	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	12.00	12.00	11.00	11.00
Admin Support Technician	5.00	5.00	4.00	4.00
Building Supervisor	1.00	1.00	1.00	1.00
Clerk	3.00	3.00	2.00	2.00
Director	1.00	1.00	1.00	1.00
Instructional Specialist	0.00	0.00	1.00	1.00
Night Cleaner Lead	1.00	1.00	1.00	1.00
Secretary	3.00	3.00	3.00	3.00
Support Supervisor	5.00	5.00	5.00	5.00
Technical Resource Analyst	1.00	1.00	1.00	1.00
Total UNRESTRICTED	32.00	32.00	30.00	30.00
TOTAL OPERATING STAFFING				
	32.00	32.00	30.00	30.00

Operating Budget Expenditures by Object / Sub-Object

Testing, Research & Evaluation	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
2nd Assignment - Instructional	7,668	10,000	10,000	10,000
Other Admin/Professionals/Specialists	1,768,214	2,232,463	2,232,463	2,139,887
Other Stipends	264	-	-	-
Other Support Staff	235,965	305,539	305,539	279,589
Overtime	166	1,000	2,123	1,000
Secretaries and Clerks	367,830	435,194	435,194	384,598
Service Worker	111,342	94,817	94,817	95,527
Unrestricted Unallocated Full-Time	1,756	-	-	-
Salaries & Wages Total	2,493,205	3,079,013	3,080,136	2,910,601
<u>Employee Benefits</u>				
FICA /Medicare	183,036	233,558	233,558	220,781
Insurance Benefits - Active Employees	306,493	325,432	325,432	329,391
Life Insurance	10,488	13,056	13,056	9,702
Retirement/Pension - Employee	93,670	147,651	147,651	126,963
Workman's Compensation	13,744	48,249	31,362	46,574
Employee Benefits Total	607,432	767,946	751,059	733,411
<u>Contracted Services</u>				
Instructional Contracted Services	1,299,107	1,798,774	1,798,774	2,236,774
M&R Equipment	39,837	20,700	20,700	19,700
Printing In-House	229,106	109,140	109,140	109,140
Software License	28,271	31,272	27,272	31,775

Testing, Research & Evaluation	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Contracted Services

Technical Contracted Services	13,873	8,600	6,802	-
Contracted Services Total	1,610,193	1,968,486	1,962,688	2,397,389

Supplies & Materials

Office Supplies	12,503	9,800	9,300	10,800
Postage and Delivery	-	14,919	11	5,418
Testing Supplies & Materials	1,890,433	822,377	1,068,604	437,984
Supplies & Materials Total	1,902,935	847,096	1,077,915	454,202

Other Operating Expenses

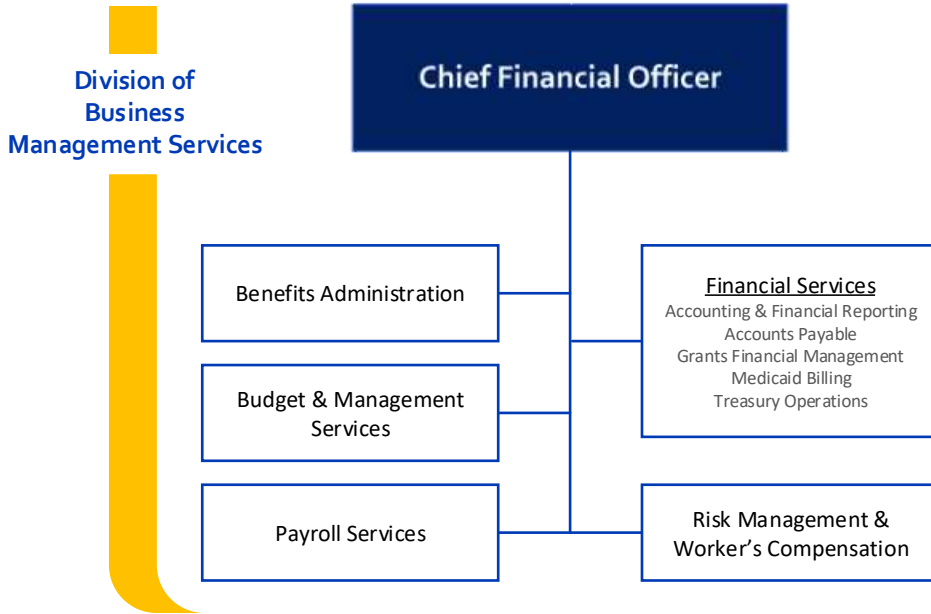
Dues & Subscriptions	1,300	300	300	1,300
Local Travel - Per Mile Basis	8,881	3,550	3,230	4,300
Meetings,Conferences,Convention	25,951	18,500	9,461	18,500
Non-Local Travel Expenses	13,222	19,250	17,434	16,250
Other Travel Related Expenditures	1,349	-	558	-
Registration Fees	5,814	6,250	9,851	6,000
Other Operating Expenses Total	56,517	47,850	40,834	46,350

Total UNRESTRICTED \$ 6,670,283 \$ 6,710,391 \$ 6,940,854 \$ 6,541,953

TOTAL OPERATING EXPENDITURES \$ 6,670,283 \$ 6,710,391 \$ 6,940,854 \$ 6,541,953

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
46101	Testing	5,749,707
46401	Research & Evaluation	792,246
TOTAL OPERATING EXPENDITURES		\$ 6,541,953



Organization Summary

Organization	FY 2021 Approved FTE	FY 2021 Approved Funding
Chief Financial Officer	3.00	1,096,280
Benefits Administration*	3.00	474,961
Budget & Management Services	15.00	3,087,049
Financial Services	56.00	7,491,242
Payroll Services	26.00	2,739,940
Risk Management & Worker's Compensation*	8.00	4,591,618
Other Fixed Charges	0.00	110,983,118
TOTAL OPERATING STAFFING & EXPENDITURES	111.00	\$ 130,464,208

*Contains a non-operation budget component. See Supplemental section for details.

Chief Financial Officer

Budget Accountability: Michael Herbstman, Chief

MISSION

To provide financial oversight, integrity and effective use of school system resources. Providing quality service that is effective, efficient, and accountable. Services and products provided must meet our customers' needs with fiscal responsibility, innovation, and accuracy; while providing customer service that is professional and responsive to the needs of students, staff, the community and regulatory agencies. Our work directly supports the adults who support students to ensure that all students are academically prepared for success.

SUPPORTING THE STRATEGIC PLAN

- Supports Organizational Effectiveness by ensuring services guide, innovate, support and facilitate the management of all fiscal and organizational school system resources.
- Supports a High-Performing Workforce by ensuring staff have access to professional development and training opportunities.

CORE SERVICES

- Guide effective planning, management and accountability for all fiscal and organizational school system resources.
- Ensure all departments provide exceptional customer service.
- Continuously improve effectiveness and efficiency of operations and services.

EXPECTED OUTCOMES

- By June 30, 2021, ensure that the Comprehensive Annual Financial Report (CAFR) models excellence and integrity in accounting and financial reporting and will comply with accepted accounting principles, as promulgated by the Governmental Accounting Standards Board (GASB). This will be demonstrated through an unmodified opinion from the independent auditor and through the Government Finance Officers Association (GFOA) recognizing PGCPSS with the Certificate of Achievement for Excellence in Financial Reporting.
- By June 30, 2021, ensure that employees will be provided with activities and materials that will improve employee health and promote well-being. During FY 2020, there were 4,944 employee participants in wellness events. In FY 2021, that number will increase to at least 5,000 employee participants in wellness events.
- By June 30, 2021, prepare the operating budget for approval by the Board of Education and County Council. Expenditure efficiency will be between 100% and 105%. In both FY 2018 and FY 2019, the actual result was 103%.

DISCRETIONARY SPENDING PLAN

Contracted Services support analytical tools for school budgeting and operational audit contracts.

Supplies and Materials support general office supplies used in the day-to-day operations of the office including paper.

Other Operating Costs support professional development opportunities for three employees as well as membership dues in government finance organizations that publish best practices, offer discounts on conferences and trainings and run awards programs for budgeting and accounting.

Operating Budget Staffing by Position

Chief Finance Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Administrative Secretary	1.00	1.00	1.00	1.00
Associate Superintendent	1.00	1.00	1.00	1.00
Support Officer	1.00	1.00	1.00	1.00
Total UNRESTRICTED	3.00	3.00	3.00	3.00
TOTAL OPERATING STAFFING				
	3.00	3.00	3.00	3.00

Operating Budget Expenditures by Object / Sub-Object

Chief Finance Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	263,700	301,327	301,327	313,111
Other Stipends	42	-	-	-
Secretaries and Clerks	105,521	104,469	104,469	109,470
Unrestricted Unallocated Full-Time	2,223	-	-	-
Salaries & Wages Total	371,485	405,796	405,796	422,581
<u>Employee Benefits</u>				
FICA /Medicare	27,656	28,666	28,666	29,395
Insurance Benefits - Active Employees	28,177	29,015	29,015	29,125
Life Insurance	1,578	1,725	1,725	1,413
Retirement/Pension - Employee	23,887	27,121	27,121	29,371
Workman's Compensation	1,456	6,494	4,221	6,763
Employee Benefits Total	82,753	93,021	90,748	96,067
<u>Contracted Services</u>				
Catering Services	-	-	-	10,500
Printing In-House	983	950	950	950
Technical Contracted Services	22,850	532,000	25,300	535,000
Contracted Services Total	23,833	532,950	26,250	546,450
<u>Supplies & Materials</u>				
Non-Catered Misc. Food Supplies	-	289	289	-
Office Supplies	1,006	500	500	725
Supplies & Materials Total	1,006	789	789	725
<u>Other Operating Expenses</u>				
Dues & Subscriptions	620	760	760	760
Local Travel - Per Mile Basis	134	250	250	522
Meeting Expense	-	-	-	24,500
Non-Local Travel Expenses	-	1,450	589	3,200

Chief Finance Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Other Operating Expenses

Other Travel Related Expenditures	-	50	-	225
Registration Fees	-	535	535	1,250
Other Operating Expenses Total	754	3,045	2,134	30,457

Total UNRESTRICTED \$ 479,832 \$ 1,035,601 \$ 525,717 \$ 1,096,280

RESTRICTED

Salaries & Wages

Hourly Admin	-	-	68,400	-
Salaries & Wages Total	-	-	68,400	-

Employee Benefits

FICA /Medicare	-	-	5,232	-
Workman's Compensation	-	-	1,368	-
Employee Benefits Total	-	-	6,600	-

Supplies & Materials

Other Misc. Supplies	-	-	4,500	-
Supplies & Materials Total	-	-	4,500	-

Total RESTRICTED \$ - \$ - \$ 79,500 \$ -

TOTAL OPERATING EXPENDITURES \$ 479,832 \$ 1,035,601 \$ 605,217 \$ 1,096,280

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
35001	Chief Financial Officer	1,096,280
TOTAL OPERATING EXPENDITURES		\$ 1,096,280

Benefits Administration

Budget Accountability: Nick Venturini, Director

MISSION

To provide exceptional service and administration of all benefit plans for school system employees and retirees including medical, dental, prescription drug, life insurance, disability insurance, tax sheltered annuities, flexible spending, employee assistance plan, and deferred compensation plans. To assist employees with enrollment in the Maryland State and Retirement and Pension System (MSRPS) upon hire and to coordinate timely processing with MSRPS upon retirement.

SUPPORTING THE STRATEGIC PLAN

- Support Organizational Effectiveness by balancing a competitive, valuable benefits program for employees and retirees with financial sustainability and fiscally sound use of dollars.
- Supports Safe and Supportive Environments by supporting the health and wellness of all staff members.

CORE SERVICES

- Administer the medical, dental, prescription drug, life insurance, disability insurance, tax sheltered annuities, flexible spending, employee assistance plan, and deferred compensation plans.
- Balance competitive and valuable benefits program with financial stability and fiscally sound use of dollars.
- Promote and support health and wellness of staff members.

EXPECTED OUTCOMES

- By June 30, 2021, provide ongoing equitable benefits which will include sound fiscal and contract management of benefit programs and will explore alternate or additional benefits and financial structures that maximize affordable coverage for all eligible PGCPs employees. Through these efforts, we will maintain or exceed the FY 2020 participation rates in Health Care coverage: 65% for active employees and 35% for retirees.
- By June 30, 2021, ensure that employees will be provided with activities and materials that will improve employee health and promote well-being. During FY 2020, there were 4,944 employee participants in wellness events. In FY 2021, that number will increase to at least 5,000 employee participants in wellness events.
- By June 30, 2021, ensure that employees are participating in the flexible spending account program. During FY 2020, employees sheltered \$2,290,672 from taxes under the Flexible Spending Account (FSA) program. In FY 2021, the amount that employees will contribute to the Flexible Spending Account program will exceed \$2,300,000.

DISCRETIONARY SPENDING PLAN

Salaries & Wages support overtime for staff during peak seasons for retirements and open enrollment.

Contracted Services support Flexible Spending Account (FSA) administration, Consolidated Omnibus Budget Reconciliation Act (COBRA) administration and the Employee Assistance Program (EAP).

Supplies & Materials support supplies for general office administration and the employee wellness program.

Other Operating Expenses support state-mandated payments and membership dues.

Capital Outlay supports the purchase of equipment which is related to the employee wellness program and replacement computers for office staff.

Operating Budget Staffing by Position

Benefits Administration	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Clerk	2.00	2.00	2.00	2.00
Support Supervisor	1.00	1.00	1.00	1.00
Total UNRESTRICTED	3.00	3.00	3.00	3.00
TOTAL OPERATING STAFFING				
	3.00	3.00	3.00	3.00

Operating Budget Expenditures by Object / Sub-Object

Benefits Administration	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	110,986	110,914	110,914	120,584
Other Stipends	31	-	-	-
Overtime	5,075	2,688	2,688	3,900
Secretaries and Clerks	160,306	161,320	161,320	161,320
Salaries & Wages Total	276,398	274,922	274,922	285,804
<u>Employee Benefits</u>				
FICA /Medicare	20,029	20,827	20,827	21,567
Insurance Benefits - Active Employees	39,424	38,756	38,756	40,053
Life Insurance	1,143	1,158	1,158	943
Retirement/Pension - Employee	9,995	9,983	9,983	11,311
Workman's Compensation	1,502	4,357	2,832	4,512
Employee Benefits Total	72,093	75,081	73,556	78,386
<u>Contracted Services</u>				
Printing In-House	2,833	5,000	5,000	5,000
Professional Contracted Services	-	8,900	8,900	17,000
Technical Contracted Services	119,424	155,000	155,000	64,381
Contracted Services Total	122,256	168,900	168,900	86,381
<u>Supplies & Materials</u>				
Office Supplies	3,679	5,000	5,000	4,500
Other Misc. Supplies	52	-	-	-
Postage and Delivery	-	2,443	2,443	2,000
Staff Development Supplies	3,391	2,000	2,000	1,000
Supplies & Materials Total	7,122	9,443	9,443	7,500
<u>Other Operating Expenses</u>				
Dues & Subscriptions	586	325	325	586
Fees Fines and Licenses	1,199	14,000	14,000	5,000
Local Travel - Per Mile Basis	1,205	606	606	1,200
Other Operating Expenses Total	2,989	14,931	14,931	6,786

Benefits Administration	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Capital Outlay

Medical & Health Equipment	-	540	540	500
Office Furniture & Equipment	2,638	3,000	3,000	2,000
Capital Outlay Total	2,638	3,540	3,540	2,500

Total UNRESTRICTED \$ 483,496 \$ 546,817 \$ 545,292 \$ 467,357

RESTRICTED

Salaries & Wages

Overtime	-	-	3,029	3,029
Salaries & Wages Total	-	-	3,029	3,029

Employee Benefits

FICA /Medicare	-	-	231	-
Workman's Compensation	-	-	63	-
Employee Benefits Total	-	-	294	-

Contracted Services

Other Contracted Services	2,502	-	1,381	-
Contracted Services Total	2,502	-	1,381	-

Other Operating Expenses

Registration Fees	-	-	3,194	4,575
Other Operating Expenses Total	-	-	3,194	4,575

Total RESTRICTED \$ 2,502 \$ - \$ 7,898 \$ 7,604

TOTAL OPERATING EXPENDITURES \$ 485,998 \$ 546,817 \$ 553,190 \$ 474,961

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
35222	Benefits Administration	474,961
TOTAL OPERATING EXPENDITURES		\$ 474,961

Budget & Management Services

Budget Accountability: Michael Herbstman, CFO

MISSION

As the central analytical unit of Prince George's County Public Schools (PGCPS), provides timely, accurate, and complete information and analyses services. Its members actively partner with PGCPS leaders in guiding strategic resource appropriation and allocation to ensure the most effective use of resources, fostering new initiatives, and supporting dynamic decision-making.

SUPPORTING THE STRATEGIC PLAN

- Supports Organizational Effectiveness by ensuring the allocation and use of resources are aligned to supporting the Strategic Plan, across all departmental budgets.
- Supports Family and Community Engagement by developing materials and processes to garner more community stakeholder input into the budget process.

CORE SERVICES

- Budget Formulation by managing the process for identifying and acquiring its annual budgetary resources.
- Budget Execution by ensuring that the current budget is obligated in compliance with all applicable federal, state, county and Board policies and procedures. The office tracks and reports current and prior year data for all departments and schools and tracks and manages all authorized full time equivalent (FTE) positions.
- Budget Management, Analyses and Financial systems by providing information and analyses for decision making and reviewing methodologies to improve resource allocation and availability.

EXPECTED OUTCOMES

- By June 30, 2021, expenditure efficiency will be between 100% and 105% for FY 2021. The actual FY 2020 result was 101%.
- By June 30, 2021, Operating Fund Balance ratio will remain between 8% and 12%. The final ratio for FY 2020 was 11%.
- By June 30, 2021, complete implementation of the budget book automation tool to be able to produce and publish the Proposed, Requested and Approved budget books starting in FY 2023.

DISCRETIONARY SPENDING PLAN

Contracted Services support the annual expenses related to the Oracle Hyperion Planning and Budgeting Cloud Service licenses.

Supplies & Materials support budget document publishing supplies; general office supplies for staff; central office and school based staff development during the Hyperion Budget Cloud planning implementation and Oracle University training for the Hyperion implementation.

Other Operating Expenses support professional certification for staff, ASBO (Association of School Business Officials) membership and GFOA (Government Finance Officer Association) membership as well as other conference fees related to GFOA trainings for "Better Budgeting" seminars, and ASBO Spring Conference.

Capital Outlay supports replacement of computer equipment for office staff.

Operating Budget Staffing by Position

Budget & Management Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	1.00	1.00	0.00	0.00
Director	1.00	1.00	1.00	1.00
Financial Administrator	5.00	5.00	6.00	6.00
Financial Analyst	8.00	8.00	8.00	7.00
Secretary	0.00	0.00	0.00	1.00
Total UNRESTRICTED	15.00	15.00	15.00	15.00
TOTAL OPERATING STAFFING	15.00	15.00	15.00	15.00

Operating Budget Expenditures by Object / Sub-Object

Budget & Management Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	1,147,567	1,582,157	1,582,157	1,612,827
Secretaries and Clerks	-	-	-	72,176
Other Stipends	101	-	-	-
Temp Office Worker	-	-	48,000	-
Unrestricted Unallocated Full-Time	50	17,512	-	-
Salaries & Wages Total	1,147,717	1,599,669	1,630,157	1,685,003
<u>Employee Benefits</u>				
FICA /Medicare	84,533	120,079	120,079	120,948
Insurance Benefits - Active Employees	116,190	146,858	146,858	162,410
Life Insurance	4,761	6,732	6,732	5,637
Retirement/Pension - Employee	67,920	106,135	106,135	138,560
Workman's Compensation	6,335	25,321	16,459	26,971
Employee Benefits Total	279,739	405,125	396,263	454,526
<u>Contracted Services</u>				
Printing In-House	15,925	17,835	17,835	17,835
Professional Contracted Services	-	-	36,000	78,314
Software License	132,450	136,000	136,000	188,114
Technical Contracted Services	-	891,000	917,000	639,312
Contracted Services Total	148,376	1,044,835	1,106,835	923,575
<u>Supplies & Materials</u>				
Office Supplies	2,328	1,800	1,800	2,250
Supplies & Materials Total	2,328	1,800	1,800	2,250

Budget & Management Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Other Operating Expenses

Dues & Subscriptions	321	1,000	1,000	450
Local Travel - Per Mile Basis	101	500	500	1,125
Meetings, Conferences, Convention	-	5,000	5,000	-
Non-Local Travel Expenses	-	5,000	-	5,600
Other Travel Related Expenditures	-	500	-	-
Registration Fees	1,351	129,134	2,277	6,030
Other Operating Expenses Total	1,773	141,134	8,777	13,205

Capital Outlay

Computers - Non-Instructional	-	1,000	1,000	8,490
Office Furniture & Equipment	9,428	-	-	-
Capital Outlay Total	9,428	1,000	1,000	8,490

Total UNRESTRICTED \$ 1,589,361 \$ 3,193,563 \$ 3,144,832 \$ 3,087,049

TOTAL OPERATING EXPENDITURES \$ 1,589,361 \$ 3,193,563 \$ 3,144,832 \$ 3,087,049

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
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35101	Budget & Management Services	3,087,049
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TOTAL OPERATING EXPENDITURES \$ 3,087,049

Financial Services

Budget Accountability: J. Michael Dougherty, Director

MISSION

To offer the highest degree of customer service, open communications, strong internal controls and financial transparency – utilizing training and technology – geared towards enhancement of student success.

SUPPORTING THE STRATEGIC PLAN

- Support Organizational Effectiveness by ensuring that finance practices and processes are collaborative, efficient, properly planned, prioritized, managed and aligned with strategic goals.
- Support a High Performing Workforce by valuing employees through clear rewards, recognition, and professional development as a means of fostering collaboration and exceptional customer service.

CORE SERVICES

- Provide accurate, timely accounting and reporting of financial position and result of operations by expeditious periodic closing of the books and completion of reconciliations soon thereafter.
- Guarantee quality service, timely and accurate payments to vendors, so schools and offices get the goods and services they need to educate students and make a difference.
- Ensure efficient and sound fiscal management so that grant awards are fully spent, on time, and in compliance with statutory and other requirements.

EXPECTED OUTCOMES

- By June 30, 2021, ensure expenditure requests and authorized disbursements are processed on a timely basis. Accounts Payable will maintain payment requests within 30 days from receipt at 92%. Accounts Payable increased this metric from 91% to 92% in FY 2020.
- By June 30, 2021, continue to supplement the costs of providing special education and health services to PGCPs' students as evidenced by increasing the percentage of service logs completed for Medicaid-eligible students with an Individualized Education Program (IEP) from 92% (FY 2020) to 93% (FY 2021).
- By June 30, 2021, ensure that 98% of accounts receivable invoices are billed within 48 hours of receipt. In FY 2020, Treasury Operations increased this figure from 95% to 98%.

DISCRETIONARY SPENDING PLAN

Contracted Services support technical consultants for bank services, account analysis and fraud prevention, and software licenses.

Supplies & Materials support supplies used in the daily operations of the department.

Other Operating Expenses support bank services and fees; performance bonds, dues and subscriptions, and registration for staff development and seminars; and local and non-local travel.

Capital Outlay supports the replacement of outdated computers and office furniture for staff.

Operating Budget Staffing by Position

Financial Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	1.00	1.00	1.00	3.00
Admin Support Technician	1.00	1.00	1.00	3.00
Clerk	13.00	13.00	13.00	13.00
Director	1.00	1.00	1.00	1.00
Financial Administrator	6.00	6.00	6.00	6.00
Financial Analyst	13.00	13.00	13.00	13.00
Financial Assistant	2.00	2.00	2.00	2.00
Program Manager	1.00	1.00	1.00	1.00
Secretary	2.00	2.00	2.00	2.00
Support Supervisor	2.00	2.00	2.00	2.00
Total UNRESTRICTED	42.00	42.00	42.00	46.00
RESTRICTED				
Admin Support Specialist	3.00	3.00	3.00	3.00
Admin Support Technician	3.00	3.00	3.00	3.00
Clerk	2.00	2.00	2.00	2.00
Program Manager	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00
Total RESTRICTED	10.00	10.00	10.00	10.00
TOTAL OPERATING STAFFING	52.00	52.00	52.00	56.00

Operating Budget Expenditures by Object / Sub-Object

Financial Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	2,434,158	2,650,018	2,650,018	2,971,599
Other Stipends	320	-	-	-
Other Support Staff	79,881	79,157	79,157	218,194
Overtime	1,146	2,300	2,417	2,150
Secretaries and Clerks	888,364	941,891	941,891	976,522
Technician	136,375	136,305	136,305	141,546
Terminal Leave Payout	17,927	-	-	-
Unrestricted Unallocated Full-Time	(198)	-	-	-
Salaries & Wages Total	3,557,973	3,809,671	3,809,788	4,310,011
<u>Employee Benefits</u>				
FICA /Medicare	261,132	286,887	286,887	322,768
Insurance Benefits - Active Employees	357,154	376,307	376,307	413,107
Life Insurance	15,159	16,204	16,204	14,406

Financial Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Employee Benefits

Retirement/Pension - Employee	173,089	196,308	196,308	237,115
Retirement/Pension - Teachers	12,474	-	-	-
Workman's Compensation	19,533	60,939	39,609	68,950
Employee Benefits Total	838,541	936,645	915,315	1,056,346

Contracted Services

Catering Services	-	-	750	-
M&R Equipment	429	3,395	5,995	3,300
Outside Printing	4,514	3,280	3,780	3,612
Printing In-House	15,347	9,077	9,077	9,077
Software License	94,876	100,700	100,700	150,500
Technical Contracted Services	53,298	52,500	40,300	36,560
Contracted Services Total	168,463	168,952	160,602	203,049

Supplies & Materials

Non-Catered Misc Food Supplies	-	12,689	50	-
Office Supplies	12,227	-	11,229	15,210
Other Misc. Supplies	-	-	-	2,100
Postage and Delivery	-	250	250	150
Supplies & Materials Total	12,227	12,939	11,529	17,460

Other Operating Expenses

Bank Analysis Fees	124,204	130,000	130,000	125,000
Dues & Subscriptions	4,738	5,850	6,850	5,956
Fees Fines and Licenses	11,822	11,500	16,675	11,250
Local Travel - Per Mile Basis	1,567	1,649	1,649	4,575
Non-Local Travel Expenses	959	1,180	1,724	1,600
Other Travel Related Expenditures	3,373	2,800	-	2,050
Performance Bonds	801	1,250	1,250	980
Registration Fees	11,661	17,345	13,113	21,908
Other Operating Expenses Total	159,125	171,574	171,261	173,319

Capital Outlay

Computers - Non-Instructional	401	9,000	6,605	10,000
Office Furniture & Equipment	6,773	2,414	5,124	18,650
Capital Outlay Total	7,174	11,414	11,729	28,650

Total UNRESTRICTED \$ 4,743,504 \$ 5,111,195 \$ 5,080,224 \$ 5,788,835

RESTRICTED

Salaries & Wages

Other Admin/Professionals/Specialists	369,855	369,686	369,686	394,461
Other Stipends	38	-	-	-
Other Support Staff	233,631	235,381	231,392	255,928
Secretaries and Clerks	114,916	148,562	147,240	151,840

Financial Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
RESTRICTED				
<u>Salaries & Wages</u>				
Temp Office Worker	4,666	-	-	-
Unrestricted Unallocated Full-Time	(23)	-	-	-
Salaries & Wages Total	723,082	753,629	748,318	802,229
<u>Employee Benefits</u>				
FICA /Medicare	53,557	57,657	57,246	61,375
Insurance Benefits - Active Employees	114,361	116,467	86,000	119,933
Life Insurance	3,069	3,207	3,180	2,684
Retirement/Pension - Employee	38,811	39,101	104,765	43,857
Retirement/Pension - Teachers	30,372	34,633	-	36,710
Workman's Compensation	3,976	12,065	11,973	12,839
Employee Benefits Total	244,146	263,130	263,164	277,398
<u>Contracted Services</u>				
Instructional Contracted Services	6,607	15,500	15,500	15,500
Printing In-House	5,167	3,250	5,530	5,530
Rental of Buildings	200	8,000	600	600
Software License	75,996	90,000	90,000	90,000
Contracted Services Total	87,970	116,750	111,630	111,630
<u>Supplies & Materials</u>				
Classroom Teacher Supplies	251,845	277,200	277,200	277,200
Health Supplies	22,480	30,000	30,000	30,000
Office Supplies	2,713	3,000	3,000	3,000
Postage and Delivery	-	16,900	8,450	8,450
Supplies & Materials Total	277,038	327,100	318,650	318,650
<u>Other Operating Expenses</u>				
Fees Fines and Licenses	100,000	115,000	115,000	115,000
Insurance	-	45,600	45,600	45,600
Local Travel - Per Mile Basis	2,791	2,300	2,800	2,800
Non-Local Travel Lodging	1,688	2,500	2,500	2,500
Non-Local Travel Transportation	617	1,800	1,800	1,800
Other Travel Related Expenditures	241	-	-	-
Registration Fees	4,169	2,500	5,500	5,500
Other Operating Expenses Total	109,507	169,700	173,200	173,200
<u>Capital Outlay</u>				
Classroom Equipment & Furniture	6,046	13,000	13,000	13,000
Computers - Non-Instructional	3,077	3,300	6,300	6,300
Capital Outlay Total	9,124	16,300	19,300	19,300
Total RESTRICTED	\$ 1,450,867	\$ 1,646,609	\$ 1,634,262	\$ 1,702,407
TOTAL OPERATING EXPENDITURES	\$ 6,194,370	\$ 6,757,804	\$ 6,714,486	\$ 7,491,242

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
35201	Financial Services	314,555
35210	Accounting and Financial Reporting	2,316,522
35211	Accounts Payable	1,216,184
35225	Grants Management	1,268,420
35227	Medicaid Office	1,702,407
35230	Treasury Operations	673,154
TOTAL OPERATING EXPENDITURES		\$ 7,491,242

Program Enhancements

Financial Services	FTE	Position Costs	Discretionary Funds	Total Cost
Accounting & Financial Reporting - Property Control	2.00	\$ 191,737	\$ 11,000	\$ 202,737
Supports 2.00 Property Control Field Specialist positions to ensure accuracy reporting and safeguarding of the system's physical inventory and the tagging of capital assets directly associated with the Oracle Fixed Assets module. Discretionary funds will support office furniture, equipment and specialized training for these new positions.				
Accounting & Financial Reporting - CAFR	0.00	\$ -	\$ 25,000	\$ 25,000
Supports the purchase of Gravity Software and Implementation Services - this software will be used to generate the Comprehensive Annual Financial Report (CAFR), as well as provide 10 Accountants the platform to prepare account reconciliations. The CAFR is currently produced using Word and Excel and is completely manual and labor intensive.				
Accounting & Financial Reporting - School Activity Fund	2.00	\$ 173,645	\$ 5,650	\$ 179,295
Supports 2.00 Student Activity Fund Support Specialist positions. Discretionary funds will support office furniture, equipment and specialized training for these new positions.				
TOTAL PROGRAM ENHANCEMENTS	4.00	\$ 365,382	\$ 41,650	\$ 407,032

Payroll Services

Budget Accountability: Delfrieda Waithe, Director

MISSION

To compensate employees correctly, to maintain fiscal and human accountability by complying with school system, county, state and federal accountability requirements for time and leave, tax compliance, and financial reporting.

SUPPORTING THE STRATEGIC PLAN

- Supports a High Performance Workforce by hiring highly qualified and skilled staff.
- Supports Organizational Effectiveness by ensuring internal and external customers are aware of our processes and procedures.

CORE SERVICES

- Provide excellent customer services.
- Ensure that all employee time is appropriately tracked and employees are paid correctly and on-time.
- Automate processes within Oracle to make processes and procedures more customer friendly.

EXPECTED OUTCOMES

- By June 30, 2021, identify and monitor the number of employees who enter leave using the Oracle Self-Service module. We will increase the number from 73% in FY 2020 to 75% in FY 2021.
- By June 30, 2021, ensure that 85% of supplemental payments are accurate by the timecard deadline. This is an increase from 83% in FY 2020.
- By June 30, 2021, limit the number of quick pay checks and direct deposits that are processed outside of the regular payroll cycle. On average, fewer than 125 checks or deposits will be processed outside of each regular payroll. The actual FY 2020 average was 133 checks or deposits.

DISCRETIONARY SPENDING PLAN

Salaries & Wages support temporary employees to assist file clerk with clearing and staging terminated files for shredding, assist other staff with filing and labeling; Use of overtime for payroll staff for inclement weather and non-duty days to process payroll, make payroll adjustments, enter time, delete process, etc.

Contracted Services support the purchase of check stock for biweekly payrolls, quick pays, and garnishments.

Supplies & Materials support general office supplies for payroll staff; Upgrade outdated laptops for staff; purchase of annual American Payroll Association (APA) Payroll and Garnishment manuals.

Other Operating Costs support payroll certification and professional development training for staff; organizational memberships; attending local meetings, orientations, and school and office visits.

Capital Outlay supports the replacement of outdated computers for staff.

Operating Budget Staffing by Position

Payroll Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	1.00	1.00	1.00	1.00
Clerk	14.00	14.00	14.00	14.00
Director	1.00	1.00	1.00	1.00
Financial Analyst	3.00	3.00	3.00	3.00
Financial Assistant	3.00	3.00	3.00	3.00
Secretary	1.00	1.00	1.00	1.00
Support Supervisor	3.00	3.00	3.00	3.00
Total UNRESTRICTED	26.00	26.00	26.00	26.00
TOTAL OPERATING STAFFING	26.00	26.00	26.00	26.00

Operating Budget Expenditures by Object / Sub-Object

Payroll Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	860,796	912,207	912,207	993,012
Other Stipends	142	-	-	-
Overtime	40,283	10,000	9,000	14,000
Secretaries and Clerks	820,872	835,268	835,268	868,018
Sick and Safe Leave - Temporary Employees	218	-	-	-
Technician	239,117	240,164	240,164	241,416
Temp Office Worker	35,886	3,882	10,936	7,200
Unrestricted Unallocated Full-Time	581	-	-	-
Salaries & Wages Total	1,997,895	2,001,521	2,007,575	2,123,646
<u>Employee Benefits</u>				
FICA /Medicare	147,158	151,376	151,376	159,025
Insurance Benefits - Active Employees	269,729	274,579	274,579	271,437
Life Insurance	8,161	8,459	8,459	7,035
Retirement/Pension - Employee	69,571	74,092	74,092	89,442
Workman's Compensation	10,699	31,880	20,722	33,769
Employee Benefits Total	505,318	540,386	529,228	560,708
<u>Contracted Services</u>				
Outside Printing	10,711	11,000	17,700	11,000
Printing In-House	1,960	7,282	7,282	7,282
Technical Contracted Services	1,131	883	883	-
Contracted Services Total	13,802	19,165	25,865	18,282

Payroll Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Supplies & Materials</u>				
Office Supplies	5,361	5,300	5,875	4,500
Postage and Delivery	-	3,900	3,900	3,000
Staff Development Supplies	75	75	-	-
Supplies & Materials Total	5,436	9,275	9,775	7,500
<u>Other Operating Expenses</u>				
Dues & Subscriptions	249	500	-	1,076
Fees Fines and Licenses	2,322	2,725	2,755	1,930
Local Travel - Per Mile Basis	227	350	350	342
Registration Fees	3,892	5,661	7,417	16,056
Other Operating Expenses Total	6,690	9,236	10,522	19,404
<u>Capital Outlay</u>				
Office Furniture & Equipment	15,900	12,467	4,573	10,400
Capital Outlay Total	15,900	12,467	4,573	10,400
Total UNRESTRICTED	\$ 2,545,040	\$ 2,592,050	\$ 2,587,538	\$ 2,739,940

TOTAL OPERATING EXPENDITURES	\$ 2,545,040	\$ 2,592,050	\$ 2,587,538	\$ 2,739,940
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Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
35220	Payroll Services	2,739,940
TOTAL OPERATING EXPENDITURES		\$ 2,739,940

Program Enhancement

Payroll Services	FTE	Position Costs	Discretionary Funds	Total Cost
Professional Development	0.00	\$ -	\$ 7,158	\$ 7,158

Supports customized training sessions focused on supporting people in the workplace to learn new skills, compliance awareness and adapt to workplace changes; expands the capacity of individuals to perform in leadership roles within organizations and teams; and focuses on promoting wellness and education, motivation for positive behavior changes, and influencing lifestyle practices.

TOTAL PROGRAM ENHANCEMENTS	0.00	\$ -	\$ 7,158	\$ 7,158
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Risk Management & Worker's Compensation

Budget Accountability: Philip Hughes, Manager

MISSION

To create a safe working environment for employees and students while protecting the financial assets of the school system. Some of the strategies that we will implement to achieve our mission are the identification and analysis of risk, the implementation of loss control programs and the purchasing of insurance to transfer risk. In addition, we will return employees back work through our Transition to Work Program.

SUPPORTING THE STRATEGIC PLAN

- Creating safe and supportive school environments by implementing strategies that identifies risk and eliminate/reduce injuries for students, employees and community.
- Supporting schools that have incurred a property loss while looking for ways to transfer our risk and exposure.

CORE SERVICES

- Reduce injuries for students, staff and the community.
- Return injured employees to work through the Transition to Work Program.
- Reduce the district's financial liability through the transfer of risk and the management of the self-insured fund.

EXPECTED OUTCOMES

- By June 30, 2021, reduce worker's compensation expenditures by 1% from FY 2019 expenditures of \$16,250,688 to FY 2021 expenditures below \$16,088,181.
- By June 30, 2021, reduce worker's compensation average reserves by 1% from FY 2019 average reserves of \$14,688,503 to FY 2020 average reserves below \$14,541,618.
- By June 30, 2021, ensure that at least 130 employees are transitioned through the Transition to Work Program for worker's compensation only.

DISCRETIONARY SPENDING PLAN

Salaries & Wages support overtime for the maintenance department in situations where cleanup is needed due to fire, flooding or other losses.

Contracted Services support third party administrator responsible automobile liability.

Supplies & Materials support supplies to operate the department and updated risk management reference materials.

Other Operating Costs support staff professional development including conference attendance and membership in trade organizations.

Capital Outlay supports district-wide safety equipment including bleed kits, automated external defibrillators (AEDs) and first aid backpacks.

Operating Budget Staffing by Position

Risk Management & Worker's Compensation	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	2.00	2.00	2.00	2.00
Clerk	1.00	1.00	1.00	1.00
Financial Administrator	1.00	1.00	1.00	1.00
Secretary	3.00	3.00	3.00	3.00
Technical Resource Analyst	1.00	1.00	1.00	1.00
Total UNRESTRICTED	8.00	8.00	8.00	8.00
TOTAL OPERATING STAFFING	8.00	8.00	8.00	8.00

Operating Budget Expenditures by Object / Sub-Object

Risk Management & Worker's Compensation	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	408,797	392,709	392,709	438,710
Other Stipends	14	-	-	-
Overtime	22,349	17,955	5,596	25,000
Secretaries and Clerks	271,433	273,153	273,153	257,618
Salaries & Wages Total	702,594	683,817	671,458	721,328
<u>Employee Benefits</u>				
FICA /Medicare	49,721	50,944	50,944	53,274
Insurance Benefits - Active Employees	102,599	94,604	94,604	99,218
Life Insurance	2,868	2,835	2,835	2,329
Retirement/Pension - Employee	28,353	26,819	26,819	41,153
Workman's Compensation	(115,669)	10,660	6,929	11,146
Employee Benefits Total	67,873	185,862	182,131	207,120
<u>Contracted Services</u>				
Printing In-House	248	14,432	14,432	14,432
Professional Contracted Services	-	-	-	48,000
Technical Contracted Services	-	80,013	80,013	80,013
Contracted Services Total	248	94,445	94,445	142,445
<u>Supplies & Materials</u>				
Office Supplies	5,257	3,300	4,277	2,000
Staff Development Supplies	959	1,500	1,500	3,500
Supplies & Materials Total	6,216	4,800	5,777	5,500
<u>Other Operating Expenses</u>				
Auto Liability-Self Insurance	1,433,000	1,433,000	1,433,000	1,433,000
Dues & Subscriptions	-	100	100	1,085
Equipment Property-Self Insurance	95,200	325,000	325,000	275,000

Risk Management & Worker's Compensation	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Other Operating Expenses</u>				
Excess Property-RMF	778,538	1,100,000	1,100,000	825,000
General Liability-RMF	1,180,140	832,870	1,636,387	832,870
Insurance	59,649	71,000	71,000	72,000
Local Travel - Per Mile Basis	2,306	3,500	3,500	2,500
Loss Prevention	9,998	10,000	10,000	10,000
Non-Local Travel Expenses	-	-	-	6,750
Other Miscellaneous Expense	233	4,500	4,500	2,500
Registration Fees	70	1,432	455	3,320
Underground Storage Insurance	-	75,000	75,000	50,000
Other Operating Expenses Total	3,559,134	3,856,402	4,658,942	3,514,025
<u>Capital Outlay</u>				
Equipment Purchases Under \$500	1,152	1,000	1,000	1,200
Capital Outlay Total	1,152	1,000	1,000	1,200
Total UNRESTRICTED	\$ 4,337,216	\$ 4,826,326	\$ 5,613,753	\$ 4,591,618
TOTAL OPERATING EXPENDITURES	\$ 4,337,216	\$ 4,826,326	\$ 5,613,753	\$ 4,591,618

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
35240	Risk Management & Worker's Compensation	4,591,618
TOTAL OPERATING EXPENDITURES		\$ 4,591,618

Other Fixed Charges

Budget Accountability: Michael Herbstman, Chief Financial Officer

Other Fixed Charges reflects employee benefits, insurance, reserves and other expenditures that are not distributed to other cost centers. There are no FTE associated with Fixed Charges.

Operating Budget Expenditures by Object / Sub-Object

Other Fixed Charges	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
2250 Certification Differentials Annual	-	200,638	200,638	200,638
Extracurricular Advisors	1,898	380,000	501,416	380,000
Hourly Instructional	10,042	-	-	-
Local 2250 ASE/ASFSA Certification	5,400	-	-	-
Overtime	1,034	-	-	-
PGCEA Nat'l Bd Prof Teaching Standards	929,000	1,209,958	1,209,958	1,209,958
PGCEA Nat'l Prof Certification	692,500	808,182	808,182	808,182
PGCEA Other Stipends	4,504,967	-	-	-
PGCEA Senior Teacher Differential	-	325,000	55,712	325,000
PGCEA Sp Ed Step 1 Pay Differential	40,932	3,451,900	4,401,706	3,451,900
Terminal Leave Payout	(470,756)	5,380,427	5,380,427	4,816,276
Unit II Stipends Longevity & Performance	389,000	1,010,500	1,000,500	1,010,500
Unit III Stipends	355,500	1,752,608	1,752,608	1,752,608
Unrestricted Unallocated Full-Time	-	(29,807,773)	(29,807,773)	(40,081,346)
Salaries & Wages Total	6,462,266	(15,229,585)	(14,437,651)	(26,067,309)
<u>Employee Benefits</u>				
Employee Retirement	-	80,000	80,000	80,000
FICA /Medicare	85,059	(1,576,662)	(1,576,662)	(1,925,690)
Insurance Benefits - Active Employees	85,174	12,867,018	8,745,024	20,604,056
Insurance Benefits - Retirees	49,740,555	52,796,973	54,796,973	54,796,973
Life Insurance	5,440,824	2,943,333	4,443,333	3,432,689
Retirement/Pension - Employee	4,938,157	19,399	19,399	19,399
Retirement/Pension - Teachers	36,281,068	42,602,769	40,602,769	41,560,955
Unemployment Insurance	584,068	1,000,000	1,000,000	750,000
Workman's Compensation	5,497,939	(448,988)	(500,497)	(583,299)
Employee Benefits Total	102,652,844	110,283,842	107,610,339	118,735,083
<u>Contracted Services</u>				
Indirect Cost Recovery	(1,243,991)	(900,000)	(900,000)	(1,814,656)
Lease/Purchases - Energy Management	-	(132,322)	(132,322)	-
Lease/Purchases - Non-Energy	-	(348,287)	(348,287)	-

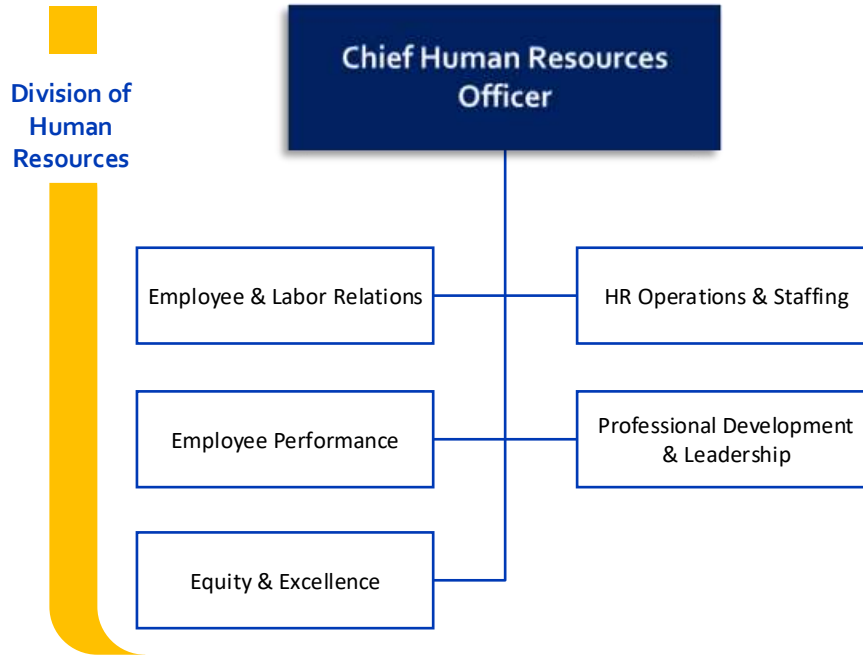
Other Fixed Charges	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Contracted Services</u>				
OPEB	15,000,000	15,000,000	15,000,000	15,000,000
Other Financing Use	410,000	1,119,000	1,119,000	5,119,000
Professional Contracted Services	12,097	-	-	-
Contracted Services Total	14,178,105	14,738,391	14,738,391	18,304,344
<u>Supplies & Materials</u>				
Other Misc. Supplies	-	10,000	10,000	10,000
Supplies & Materials Total	-	10,000	10,000	10,000
<u>Other Operating Expenses</u>				
Electricity	6,823	-	-	-
Other Miscellaneous Expense	355,231	1,000	1,000	1,000
Telephone -Centrex	-	-	-	-
Water and Sewage	-	-	-	-
Other Operating Expenses Total	362,054	1,000	1,000	1,000
Total UNRESTRICTED	\$ 123,655,270	\$ 109,803,648	\$ 107,922,079	\$ 110,983,118

TOTAL OPERATING EXPENDITURES	\$ 123,655,270	\$ 109,803,648	\$ 107,922,079	\$ 110,983,118
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Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
80001	PGCPS District Wide Cost Center - Finance	
	Brava Subsidy	410,000
	Extracurricular Advisors	380,000
	FICA	(1,925,690)
	Food Services Subsidy	4,709,000
	Health Insurance - Active Employees	20,604,056
	Health Insurance - Retirees	54,796,973
	Indirect Cost Recovery	(1,814,656)
	Life Insurance	3,432,689
	Other Miscellaneous Expense	1,000
	Other Miscellaneous Supplies	10,000
	Other Post Employment Benefits (OPEB)	15,000,000
	Retirement - Employees	99,399
	Retirement - Teachers	41,560,955
	Stipends	8,817,761
	Salary Lapse	(40,081,346)
	Terminal Leave Payout	4,816,276
	Unemployment Insurance	750,000
	Workman's Compensation	(583,299)
TOTAL OPERATING EXPENDITURES		\$ 110,983,118





Organization Summary

Organization	FY 2021	FY 2021
	Approved	Approved
	FTE	Funding
Chief Human Resource Officer	2.00	442,099
Employee and Labor Relations	11.00	1,691,267
Employee Performance	40.00	5,862,401
Equity & Excellence Office	2.00	289,829
Human Resources Operations & Staffing	76.00	13,254,502
Professional Learning and Leadership	49.00	14,878,895
TOTAL OPERATING STAFFING & EXPENDITURES	180.00	\$ 36,418,993

Chief Human Resources Officer

Budget Accountability: Kristi I. Murphy, Chief

MISSION

To recruit, develop and retain a high-quality, diverse workforce that is dedicated to educational excellence for our students and extended professional growth opportunities for all employees.

SUPPORTING THE STRATEGIC PLAN

- Support through strategic staffing to recruit and retain a high-performing, culturally diverse workforce that is focused on academic excellence with operations and staffing focused on overall organizational effectiveness.
- Support a high-performing culturally diverse workforce by ensuring all staff have access to professional development and training opportunities.

CORE SERVICES

- Provide quality service through responsive actions that provide a solution that supports internal and external stakeholders feeling heard and valued.
- Provide a robust offering of professional learning opportunities for all employees through a wide range of specialized programs based on a comprehensive performance development framework in alignment with the Maryland State Department of Education and COMAR.
- Cultivate and maintain a positive labor and management relationship that engages and supports all employees throughout the district.

EXPECTED OUTCOMES

- By June 30, 2021, attain a 90% vacancy fill rate for all instructional school based positions (both Teacher of Record and Non-Teacher of Record).
- By June 30, 2021, 95% of all new educators will participate in at least two Professional Educator Induction Program (PEIP) modules as support for educator retention.
- By June 30, 2021, establish baseline data on staff implicit bias to determine targeted professional development for all staff and create a tiered approach for schools and central office.

DISCRETIONARY SPENDING PLAN

Salaries & Wages support salaries for temporary employees and/or 2nd assignments to assist during vacancies and peak hiring seasons.

Supplies & Materials support the needs of meetings, trainings, and professional development for HR staff and external partners as well as office supplies used in the daily operations of the office.

Other Operating Costs support local mileage reimbursement for office staff who conduct school visits and attend off-site meetings and hiring events as well as non-local travel and registration fees for staff to attend conferences and trainings for the purpose of professional development.

Operating Budget Staffing by Position

Chief Human Resource Officer	FY 2019	FY 2020	FY 2020	FY 2021
	Actual	Approved	Revised	Approved
UNRESTRICTED				
Administrative Secretary	1.00	1.00	1.00	1.00
Associate Superintendent	1.00	1.00	1.00	1.00
Director	0.00	0.00	1.00	0.00
Total UNRESTRICTED	2.00	2.00	3.00	2.00
TOTAL OPERATING STAFFING	2.00	2.00	3.00	2.00

Operating Budget Expenditures by Object / Sub-Object

Chief Human Resource Officer	FY 2019	FY 2020	FY 2020	FY 2021
	Actual	Approved	Revised	Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Grievance Settlements	93,639	-	-	-
Other Admin/Professionals/Specialists	163,558	186,492	186,492	192,199
Other Stipends	42	-	-	-
Secretaries and Clerks	104,978	104,469	104,469	109,470
Unrestricted Unallocated Full-Time	1,698	-	-	-
Salaries & Wages Total	363,915	290,961	290,961	301,669
<u>Employee Benefits</u>				
FICA /Medicare	22,579	18,936	18,936	19,403
Insurance Benefits - Active Employees	22,600	21,903	21,903	22,632
Life Insurance	1,236	1,237	1,237	1,009
Retirement/Pension - Employee	24,577	26,188	26,188	28,307
Workman's Compensation	1,017	4,656	3,027	4,829
Employee Benefits Total	72,009	72,920	71,291	76,180
<u>Contracted Services</u>				
Printing In-House	983	5,000	5,000	5,000
Professional Contracted Services	130,000	17,500	17,500	12,000
Contracted Services Total	130,983	22,500	22,500	17,000
<u>Supplies & Materials</u>				
Non-Catered Misc. Food Supplies	120	34,979	31,757	35,000
Office Supplies	6,197	6,076	6,076	5,500
Staff Development Supplies	-	3,000	1,536	-
Supplies & Materials Total	6,317	44,055	39,369	40,500
<u>Other Operating Expenses</u>				
Dues & Subscriptions	1,202	3,000	4,464	1,500
Local Travel - Per Mile Basis	100	2,000	2,000	1,000
Meeting Expense	197	-	-	-

Chief Human Resource Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Other Operating Expenses

Non-Local Travel Expenses	-	-	2,704	3,500
Other Miscellaneous Expense	566	2,055	2,055	500
Other Travel Related Expenditures	-	-	518	250
Other Operating Expenses Total	2,066	7,055	11,741	6,750

Total UNRESTRICTED \$ 575,289 \$ 437,491 \$ 435,862 \$ 442,099

TOTAL OPERATING EXPENDITURES \$ 575,289 \$ 437,491 \$ 435,862 \$ 442,099

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
31001	Chief Human Resources Officer	442,099
TOTAL OPERATING EXPENDITURES		\$ 442,099

Employee & Labor Relations

Budget Accountability: Jeffrey Carpenter, Jr., Director

MISSION

To provide clear communication, collaboration, and consistency to Prince George's County Public Schools by balancing the rights and responsibilities of the system with those of its employees.

SUPPORTING THE STRATEGIC PLAN

- Organizational Effectiveness: work with management and other staff to ensure compliance with procedures, policies and binding agreements.
- High-Performing Workforce: ensure employees are afforded due process and assists them in identifying avenues for further development of their skill-sets.

CORE SERVICES

- Resolve and facilitate resolution of employment centered disputes and alleged policy violations within the school system.
- Ensure that decisions and recommendations are consistent and in alignment with the Negotiated Agreements, Board policies, administrative procedures, as well as local, state and federal laws.
- Conduct negotiations with employee bargaining units; administer and interpret collective bargaining agreements. The office maintains positive labor/management relationships and empowers employees as a result of ratified negotiated agreements.

EXPECTED OUTCOMES

- By June 30, 2021, provide a minimum of five (5) employee virtual or live professional development offerings to increase awareness about the progressive discipline.
- By June 30, 2021, ensure 70% of cases entered into the Employee Incident Tracking System (EITS) are assigned to an Advisor within 48 hours (two business days) of approval by EITS administrator.
- By June 30, 2021, ensure that 65% (baseline 54%) of employee conduct matters are closed with a final disposition within 45 business days of final disposition from Child Protective Services (CPS).

DISCRETIONARY SPENDING PLAN

Salaries & Wages support part-time assistance to file and scan folders as needed throughout the year.

Contracted Services support arbitration services, independent medical examinations, settlements, printing services and quarterly unemployment tax service.

Supplies & Materials support office supplies and materials used in the day-to-day operations of the office.

Other Operating Costs support registrations fees, dues and subscriptions and professional development opportunities for staff.

Operating Budget Staffing by Position

Employee and Labor Relations	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	6.00	5.00	6.00	6.00
Attorney	0.00	1.00	1.00	1.00
Director	1.00	1.00	1.00	1.00
Secretary	2.00	2.00	2.00	3.00
Special Assistant	2.00	0.00	0.00	0.00
Total UNRESTRICTED	11.00	9.00	10.00	11.00
TOTAL OPERATING STAFFING				
	11.00	9.00	10.00	11.00

Operating Budget Expenditures by Object / Sub-Object

Employee and Labor Relations	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Dedicated Aide	51,510	-	-	-
Hourly Instructional	3,466	-	-	-
Other Admin/Professionals/Specialists	818,955	869,616	869,616	954,373
Other Stipends	66	-	-	-
Secretaries and Clerks	135,933	136,327	136,327	195,990
Sick and Safe Leave - Temporary Employees	989	-	-	-
Temp Office Worker	3,689	5,000	5,000	5,000
Terminal Leave Payout	2,000	-	-	-
Unrestricted Unallocated Full-Time	1,993	-	-	-
Salaries & Wages Total	1,018,600	1,010,943	1,010,943	1,155,363
<u>Employee Benefits</u>				
FICA /Medicare	74,595	74,002	74,002	86,373
Insurance Benefits - Active Employees	71,318	62,096	62,096	122,921
Life Insurance	4,095	4,282	4,282	3,848
Retirement/Pension - Employee	61,776	67,115	67,115	90,686
Workman's Compensation	4,654	16,185	10,521	18,492
Employee Benefits Total	216,438	223,680	218,016	322,320
<u>Contracted Services</u>				
Catering Services	222	-	-	-
Other Legal Expenses	119,304	122,714	114,714	97,714
Printing In-House	11,800	33,489	33,489	33,489
Professional Contracted Services	12,300	11,531	41,531	11,531
Third Party Processing-Active	36,313	70,000	40,000	40,000
Contracted Services Total	179,939	237,734	229,734	182,734

Employee and Labor Relations	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Supplies & Materials

Office Supplies	2,376	2,400	2,400	2,400
Supplies & Materials Total	2,376	2,400	2,400	2,400

Other Operating Expenses

Dues & Subscriptions	2,545	300	3,300	5,300
Local Travel - Per Mile Basis	-	2,300	2,300	1,150
Non-Local Travel Expenses	1,733	-	2,072	15,000
Other Miscellaneous Expense	1	-	-	-
Other Travel Related Expenditures	-	-	-	1,000
Registration Fees	1,820	2,000	4,000	6,000
Other Operating Expenses Total	6,098	4,600	11,672	28,450

Total UNRESTRICTED \$ 1,423,451 \$ 1,479,357 \$ 1,472,765 \$ 1,691,267

TOTAL OPERATING EXPENDITURES \$ 1,423,451 \$ 1,479,357 \$ 1,472,765 \$ 1,691,267

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
31140	Employee and Labor Relations	1,691,267
TOTAL OPERATING EXPENDITURES		\$ 1,691,267

Employee Performance *(formerly Employee Performance & Evaluation)*

Budget Accountability: Karen L. Gregory, Director

MISSION

To build the capacity and capabilities of the PGCPs workforce by providing an effective performance management growth system that promotes continuous improvement, professional growth of employees and facilitates improved outcomes.

SUPPORTING THE STRATEGIC PLAN

- High-Performing Workforce: provide clear and equitable evaluation processes with established criteria for determining what constitutes highly effective, effective, and ineffective performance.
- Support improved employee performance through the development and implementation of annual performance management processes that support professional growth for all employees, leading to organizational effectiveness and a well-developed, high-performing workforce.

CORE SERVICES

- Develop and implement evaluation processes for all employees in accordance with Maryland State Department of Education (MSDE), Prince George's County Public Schools, and contractual requirements set forth in negotiated agreements with ASASP, PGCEA, and Local 2250/400.
- Utilize the Peer Assistance and Review (PAR) Program to support developing competencies of fully certificated, non-tenured teachers to ensure they are successful during the first three years as an educator.
- Provide opportunities for all employees to engage in professional learning experiences that deepen their understanding of the evaluation system and how it supports reflection and growth.

EXPECTED OUTCOMES

- By June 30, 2021, the Office of Employee Performance will reduce the number of domains scored for each observation of conditional and first-year teachers by 33%, from three Domains to two Domains, in order to increase focus on high-quality planning, management, and instruction.
- By June 30, 2021, the Office of Employee Performance will develop three new resources for each of the five employee groups (Unit I Educators, ASASP II and III, ACE-AFSCME Local 2250, SEIU 400, Executive staff) to increase equitable access to evaluation resources using different modalities (i.e. webinars, screencast, smartcards, etc.)
- By June 30, 2021, the Peer Assistance and Review (PAR) Program will increase formal observation scores for client teachers by 8% in Domain 1, Planning and Preparation (cohorts 1, 2, and 3); 8% in Domain 2, Classroom Environment (cohort 1); and 8% in Domain 3, Instruction (cohorts 2 and 3).

DISCRETIONARY SPENDING PLAN

Salaries & Wages support second assignments for summer projects that support the office and PAR program by preparing and providing professional development opportunities for all employee groups.

Contracted Services support an online platform to access evaluation tools for executive staff, ASASP, PGCEA, and Locals 2250/400; also includes professional contracted services for staff training for PAR, the employee evaluation models and the Danielson Framework for Teaching to improve student achievement.

Supplies & Materials support staff development supplies needed to provide professional development opportunities; and includes office supplies used in the daily operations of the office.

Other Operating Costs support local mileage reimbursement for school site visits/training, cross-functional district meetings, MSDE meetings; and non-local travel expenses to attend conferences supporting professional growth.

Capital Outlay supports the replacement of furniture and technology equipment used to provide professional development opportunities conducted at Thomas Claggett Teacher Leadership Center.

Operating Budget Staffing by Position

Employee Performance	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
<u>UNRESTRICTED</u>				
Admin Support Specialist	2.00	2.00	2.00	1.00
Building Supervisor	1.00	1.00	1.00	1.00
Cleaner	1.00	1.00	1.00	1.00
Director	1.00	1.00	1.00	1.00
Instructional Specialist	4.00	4.00	4.00	5.00
Instructional Supervisor	2.00	2.00	2.00	2.00
Mentor Teacher	24.00	24.00	24.00	24.00
Night Cleaner Lead	1.00	1.00	1.00	1.00
Program Specialist	1.00	1.00	1.00	1.00
Secretary	3.00	2.00	2.00	2.00
Technical Resource Analyst	1.00	1.00	1.00	1.00
Total UNRESTRICTED	41.00	40.00	40.00	40.00
<u>RESTRICTED</u>				
Mentor Teacher	2.00	2.00	2.00	0.00
Total RESTRICTED	2.00	2.00	2.00	0.00
TOTAL OPERATING STAFFING	43.00	42.00	42.00	40.00

Operating Budget Expenditures by Object / Sub-Object

Employee Performance	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
<u>UNRESTRICTED</u>				
<u>Salaries & Wages</u>				
2nd Assignment - Instructional	47,665	65,600	90,600	60,000
Extracurricular Advisors	-	1,000	1,000	1,000
Other Admin/Professionals/Specialists	1,236,254	1,303,010	1,303,010	1,415,384
Other Stipends	36,109	36,000	48,000	36,000
Other Support Staff	-	-	-	-
Other Teacher	2,001,518	2,215,282	2,215,282	2,341,763
Overtime	1,833	-	-	-
PGCEA Senior Teacher Differential	-	500	500	500
PGCEA Sp Ed Step 1 Pay Differential	319	-	-	-
Principal	-	-	-	-
Secretaries and Clerks	153,826	137,026	137,026	162,910
Service Worker	101,464	115,384	115,384	128,705
Substitute Teacher	21,622	40,000	28,000	23,000
Terminal Leave Payout	-	-	-	-
Unrestricted Unallocated Full-Time	1,135	-	-	-

Employee Performance	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Workshop / Staff Development	23,125	44,027	44,027	25,000
Salaries & Wages Total	3,624,870	3,957,829	3,982,829	4,194,262
<u>Employee Benefits</u>				
FICA /Medicare	272,539	302,277	302,277	318,980
Insurance Benefits - Active Employees	372,393	382,194	382,194	396,230
Life Insurance	14,396	16,047	16,047	13,542
Retirement/Pension - Employee	47,942	50,056	50,056	38,761
Workman's Compensation	19,212	63,348	41,175	67,132
Employee Benefits Total	726,483	813,922	791,749	834,645
<u>Contracted Services</u>				
Catering Services	13,741	-	-	-
Instructional Contracted Services	305,168	597,100	389,681	447,100
Printing In-House	8,273	10,000	10,000	10,000
Professional Contracted Services	461,491	240,360	240,360	172,500
Technical Contracted Services	23,500	-	-	-
Contracted Services Total	812,173	847,460	640,041	629,600
<u>Supplies & Materials</u>				
Awards and Recognition Certification	-	500	500	-
Classroom Teacher Supplies	5,583	10,000	10,000	6,000
Office Supplies	11,059	23,000	23,000	15,000
Staff Development Supplies	32,468	41,290	41,290	37,000
Supplies & Materials Total	49,110	74,790	74,790	58,000
<u>Other Operating Expenses</u>				
Dues & Subscriptions	6,984	7,000	17,000	8,000
Local Travel - Per Mile Basis	34,131	55,194	55,194	45,194
Non-Local Travel Expenses	39,388	90,000	30,533	40,000
Other Travel Related Expenditures	1,745	-	613	2,000
Registration Fees	38,590	23,000	24,770	38,000
Other Operating Expenses Total	120,838	175,194	128,110	133,194
<u>Capital Outlay</u>				
Computers - Non-Instructional	10,440	14,700	14,700	10,700
Office Furniture & Equipment	3,950	2,000	4,000	2,000
Capital Outlay Total	14,389	16,700	18,700	12,700
Total UNRESTRICTED	\$ 5,347,864	\$ 5,885,895	\$ 5,636,219	\$ 5,862,401
RESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	59,941	-	-	-
Other Teacher	139,114	185,876	-	-

Employee Performance	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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RESTRICTED

Salaries & Wages

Workshop / Staff Development	(500)	-	-	-
Salaries & Wages Total	198,554	185,876	-	-

Employee Benefits

FICA /Medicare	13,474	14,220	-	-
Insurance Benefits - Active Employees	22,599	21,215	-	-
Life Insurance	800	791	-	-
Retirement/Pension - Teachers	21,483	28,682	-	-
Workman's Compensation	1,006	2,975	-	-
Employee Benefits Total	59,363	67,883	-	-

Total RESTRICTED \$ 257,917 \$ 253,759 \$ - \$ -

TOTAL OPERATING EXPENDITURES \$ 5,605,781 \$ 6,139,654 \$ 5,636,219 \$ 5,862,401

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
31110	Employee Performance	5,862,401

TOTAL OPERATING EXPENDITURES \$ 5,862,401

Program Enhancement

Employee Performance	FTE	Position Costs	Discretionary Funds	Total Cost
Staffing	0.00	\$ 72,463	\$ -	\$ 72,463

Supports the addition of 1.00 Employee Effectiveness & Evaluation Specialist position offset by the reduction of 1.00 Evaluation Coordinator position. The Employee Effectiveness and Evaluation Specialist will provide targeted support directly to employee performance rather than project coordination efforts; (2) increased support to Unit 1 Educators will contribute to retention of successful staff; (3) increased support will contribute to positive outcomes for students. In addition, the PAR Program Liaison position will increase from a 10-month position to 11 months to align with all other PAR positions within the system.

TOTAL PROGRAM ENHANCEMENT 0.00 \$ 72,463 \$ - \$ 72,463

Equity & Excellence

Budget Accountability: Kristi Murphy, Chief Human Resource Officer

MISSION

To build global citizens for a better society that equalizes tools for success for our scholars to have access to a fulfilling, vibrant, and meaningful education supported by staff who are culturally responsive and engaged.

SUPPORTING THE STRATEGIC PLAN

- Academic Excellence: collaborate with internal and external stakeholders to ensure all instructional certificated staff have access to professional development and training opportunities that support strong culturally, responsive pedagogy yielding positive equitable outcomes.
- Support a high-performing culturally, diverse workforce by ensuring all staff have access to professional development and training opportunities.

CORE SERVICES

- Committed to educational equity, excellence and opportunity for all PGCPs scholars.
- Committed to program development in all areas of the system, to be responsive to cultural and diverse needs of scholars.

EXPECTED OUTCOMES

- By June 30, 2021, conduct an equity analysis of specialty programs (including early childhood programs) charter schools, and lottery admissions to use in the formulation of recommendations to establish baseline data for addressing educational equity outcomes.
- By June 30, 2021, establish baseline data on staff implicit bias to determine targeted professional development for all staff and create a tiered approach for schools and central office.
- By June 30, 2021, produce an equity-focused, 5-year systemic strategic plan with Key Performance Indicators for PGCPs.

DISCRETIONARY SPENDING PLAN

Discretionary expenditures will be supported by the Chief Human Resources office.

Operating Budget Staffing by Position

Equity & Excellence	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Director	0.00	0.00	0.00	1.00
Secretary	0.00	0.00	0.00	1.00
Total UNRESTRICTED	0.00	0.00	0.00	2.00
<hr/>				
TOTAL OPERATING STAFFING	0.00	0.00	0.00	2.00

Operating Budget Expenditures by Object / Sub-Object

Equity & Excellence	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	-	-	-	157,604
Secretaries and Clerks	-	-	-	72,176
Salaries & Wages Total	-	-	-	229,780
<hr/>				
<u>Employee Benefits</u>				
FICA /Medicare	-	-	-	16,048
Insurance Benefits - Active Employees	-	-	-	18,000
Life Insurance	-	-	-	769
Retirement/Pension - Employee	-	-	-	21,555
Workman's Compensation	-	-	-	3,677
Employee Benefits Total	-	-	-	60,049
<hr/>				
Total UNRESTRICTED	\$ -	\$ -	\$ -	\$ 289,829
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TOTAL OPERATING EXPENDITURES	\$ -	\$ -	\$ -	\$ 289,829

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
31113	Equity & Excellence	289,829
TOTAL OPERATING EXPENDITURES		\$ 289,829

HR Operations & Staffing

Budget Accountability: Pearl Harmon, Director

MISSION

To recruit, retain, support and develop a high quality diverse workforce that endorses academic excellence and serve as a valued strategic human resources partner to all internal and external stakeholders through operational excellence.

SUPPORTING THE STRATEGIC PLAN

- Optimize strategic recruitment and hiring of high performing employees, with a focus on ensuring a workforce that reflects the diversity of Prince George's County public school students.
- Provide quality customer service as a centralized single point of contact and resource for internal and external stakeholders who have inquiries regarding their employment needs.

CORE SERVICES

- Strategically attract and recruit a diverse candidate pool of high quality candidates to ensure the hiring of a high quality diverse workforce.
- Implement a seamless hiring process that covers the full onboarding of an employee through recruitment, hiring, orientation and professional learning opportunities and growth.
- Support improved workforce planning and strategic decision-making through the alignment of HR data, oversight of the Strategic Plan and the strategic improvement of HR processes.

EXPECTED OUTCOMES

- By June 30, 2021, attain a 90% vacancy fill rate for all instructional school based positions.
- By June 30, 2022, based on SY20 data, decrease the number of teachers who have a conditional certificate from 12% to 8%.
- By June 30, 2022, increase the number of Latinx certificated employees from 6% to 8%.

DISCRETIONARY SPENDING PLAN

Salaries & Wages support substitute secretaries to ensure adequate office coverage for schools; temporary office workers to assist during peak hiring season; and 2nd assignments to train teacher leaders to support systemic recruitment and retention efforts.

Contracted Services support our ability to use professional agencies/firms to enhance systemic recruitment efforts in all positions, and to promote a quality workforce.

Supplies & Materials support general office supplies and materials needed for day-to-day operations and enhances the strategic work of the department which includes ongoing recruitment and retention efforts.

Other Operating Costs support local, non-local travel, and registration for offsite recruitment opportunities at colleges and universities across the nation. Funds are also used for systemic retention efforts.

Capital Outlay supports functioning equipment to maintain timely communication with internal and external customers; support the replacement of computers and other devices within the department.

Operating Budget Staffing by Position

Human Resources Operations & Staffing	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	31.00	35.00	35.00	37.00
Admin Support Technician	4.00	5.00	5.00	5.00
Administrative Assistant	1.00	1.00	1.00	1.00
Clerk	0.00	1.00	1.00	1.00
Coordinating Manager	1.00	1.00	1.00	1.00
Director	2.00	1.00	1.00	1.00
Secretary	20.00	17.00	17.00	18.00
Security Investigator	1.00	1.00	1.00	1.00
Support Supervisor	11.00	11.00	11.00	10.00
Total UNRESTRICTED	71.00	73.00	73.00	75.00
RESTRICTED				
Admin Support Specialist	1.00	1.00	1.00	0.00
Reimbursable Personnel	1.00	1.00	1.00	1.00
Total RESTRICTED	2.00	2.00	2.00	1.00
TOTAL OPERATING STAFFING	73.00	75.00	75.00	76.00

Operating Budget Expenditures by Object / Sub-Object

Human Resources Operations & Staffing	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Salaries & Wages				
2nd Assignment - Instructional	20,726	39,000	39,000	24,000
2nd Assignment - Support	-	-	6,000	-
Other Admin/Professionals/Specialists	4,645,055	5,100,286	5,104,584	5,505,140
Other Stipends	561	-	-	-
Other Support Staff	235,766	331,346	331,346	314,559
Overtime	50,517	35,523	16,264	33,523
Secretaries and Clerks	885,357	1,042,319	1,042,319	1,045,950
Sick and Safe Leave - Temporary Employees	302	-	-	-
Substitute School Secretary	49,096	106,494	106,494	56,494
Substitute Teacher	3,138	31,920	31,920	5,000
Summer Assignment	79,140	-	-	-
Technician	81,796	82,784	82,784	87,279
Temp Custodian	-	1,324	1,324	-
Temp Office Worker	145,721	24,000	74,000	24,000
Terminal Leave Payout	2,000	-	-	-
Unrestricted Unallocated Full-Time	11,738	-	-	-
Workshop / Staff Development	-	4,560	4,560	-
Salaries & Wages Total	6,210,913	6,799,556	6,840,595	7,095,945

Human Resources Operations & Staffing	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Employee Benefits</u>				
FICA /Medicare	462,671	510,032	510,032	529,348
Insurance Benefits - Active Employees	631,576	686,358	686,358	730,342
Life Insurance	24,682	27,916	27,916	23,258
Retirement/Pension - Employee	237,302	293,989	293,989	352,908
Tuition Reimburse - Cert Renew	2,455,000	1,735,000	2,235,000	2,930,330
Workman's Compensation	31,176	108,279	40,303	113,041
Employee Benefits Total	3,842,408	3,361,574	3,793,598	4,679,227
<u>Contracted Services</u>				
Advertising & Other Costs	61,724	75,000	75,000	94,700
Catering Services	18,777	-	-	-
M&R Equipment	-	5,000	5,500	5,000
Outside Printing	497	1,000	1,000	1,000
Printing In-House	66,519	41,686	41,686	41,686
Professional Contracted Services	520,935	926,514	856,716	816,477
Contracted Services Total	668,453	1,049,200	979,902	958,863
<u>Supplies & Materials</u>				
Exams/Retakes/Fees	-	-	10,000	-
Non-Catered Misc. Food Supplies	1,175	-	1,500	-
Office Supplies	39,133	33,941	33,941	20,000
Other Misc. Supplies	-	-	2,000	2,000
Postage and Delivery	7	750	750	50
Staff Development Supplies	4,271	2,000	2,000	1,000
Supplies & Materials Total	44,585	36,691	50,191	23,050
<u>Other Operating Expenses</u>				
Dues & Subscriptions	1,103	4,300	4,300	2,300
Fees Fines and Licenses	93	500	4,000	-
Local Travel - Per Mile Basis	8,149	11,500	11,500	8,500
Non-Local Travel Expenses	84,359	93,773	66,025	93,773
Other Miscellaneous Expense	67,319	144,664	144,664	142,664
Other Travel Related Expenditures	948	-	800	1,500
Registration Fees	31,270	17,000	17,000	17,000
Other Operating Expenses Total	193,241	271,737	248,289	265,737
<u>Capital Outlay</u>				
Computers - Non-Instructional	37,695	22,000	22,000	10,000
Equipment Purchases Under \$500	15,889	32,500	32,500	32,500
Office Furniture & Equipment	4,150	-	-	10,000
Capital Outlay Total	57,734	54,500	54,500	52,500
Total UNRESTRICTED	\$ 11,017,334	\$ 11,573,258	\$ 11,967,075	\$ 13,075,322

Human Resources Operations & Staffing	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
RESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	79,845	222,718	210,904	130,244
Other Stipends	40	-	-	-
PGCEA Nat'l Bd Prof Teaching Standards	537,600	-	559,500	-
Salaries & Wages Total	617,485	222,718	770,404	130,244
<u>Employee Benefits</u>				
FICA /Medicare	5,786	17,040	16,134	9,964
Insurance Benefits - Active Employees	12,434	31,843	17,200	16,139
Life Insurance	355	949	896	436
Retirement/Pension - Employee	6,300	8,834	-	-
Retirement/Pension - Teachers	1,567	19,572	29,526	20,313
Workman's Compensation	475	3,566	3,375	2,084
Employee Benefits Total	26,918	81,804	67,131	48,936
Total RESTRICTED	\$ 644,403	\$ 304,522	\$ 837,535	\$ 179,180

TOTAL OPERATING EXPENDITURES	\$ 11,661,737	\$ 11,877,780	\$ 12,804,610	\$ 13,254,502
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Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
31130	Human Resources Operations & Staffing	13,254,502
TOTAL OPERATING EXPENDITURES		\$ 13,254,502

Program Enhancement

HR Operations & Staffing	FTE	Position Costs	Discretionary Funds	Total Cost
Background Unit Staffing	1.00	\$ 69,350	\$ -	\$ 69,350
Supports the addition of 1.00 HR Partner Assistant to assist with records management .				
Conditional Educator Tuition Assistance	1.00	\$ 167,284	\$ 695,330	\$ 862,614
Supports the addition of 1.00 Recruitment and Retention Advisor position to support the system's recruitment and retention efforts along with discretionary funding to reimburse teachers tuition for Certification Newal.				
TOTAL PROGRAM ENHANCEMENT	2.00	\$ 236,634	\$ 695,330	\$ 931,964

Professional Learning & Leadership (formerly Talent Development)

Budget Accountability: Kristi L. Holden, Director

MISSION

To provide meaningful, high quality professional development learning opportunities that address systemic needs in a variety of contexts and formats, including school-based and employee group-based. Ensure that training and development opportunities are specific and prescribed based upon systemic priorities, performance management needs, and student achievement.

SUPPORTING THE STRATEGIC PLAN

- High-Performing Workforce: ensure that staff development is aligned to system goals; provide mentoring and coaching support to schools, principals and teachers around academic priorities, including the Rigorous Literacy Instruction initiative.
- Organizational Effectiveness: ensure that staff development and training are available on culture as part of an introductory process and an on-going experience for employees throughout the school year.

CORE SERVICES

- Enhance the professional practice of school leaders and educators through the development of a wide range of specialized leadership programs.
- Identify and cultivate professional learning for all employee groups that will maximize their talents and lead to satisfactory employee performance and growth.
- Develop, and support effective teachers and administrators through training, mentoring and coaching relative to requisite skill sets, and identifying career pathways for key positions.

EXPECTED OUTCOMES

- By June 30, 2021, increase diversity of enrollment in the aspiring leaders program by 2% over the current baseline in the areas of gender (male) and race (non-African American).
- By June 30, 2021, 90% of conditional educators will successfully complete year one of the three year conditional educators program as evidenced by securing another conditional certification or moving to a professional certification.
- By June 30, 2021, 95% of all new educators will participate in at least two Professional Educator Induction Program (PEIP) modules as support for educator retention.

DISCRETIONARY SPENDING PLAN

Contracted Services support training for all PGCPs employees, both professional and supporting personnel.

Supplies & Materials support the purchase of books, consumables, chart paper, tool kits, card stock, folders, tablets, and paper to support systemic professional learning for new teachers, new principals, assistant principals, principals, and supporting services.

Other Operating Costs support mileage reimbursement to employees for school-based and non-local travel that supports teachers, administrators, central office and supporting services for training, coaching, mentoring, staff development, and coursework; registration fees for personnel to present and participate in local, state, and national professional conferences.

Capital Outlay supports the replacement of equipment and furniture needed for PGCPs personnel professional learning programs.

Operating Budget Staffing by Position

Professional Learning and Leadership	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	0.00	0.00	0.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Associate Superintendent	1.00	1.00	0.00	0.00
Director	1.00	1.00	1.00	1.00
Financial Analyst	1.00	1.00	1.00	1.00
Instr Program Coordinator	1.00	1.00	1.00	1.00
Instructional Specialist	5.00	5.00	5.00	4.00
Instructional Supervisor	2.00	2.00	2.00	2.00
Mentor Teacher	27.00	27.00	27.00	27.00
Principal	5.50	1.50	1.50	1.00
Program Manager	0.00	1.00	1.00	1.00
Program Specialist	2.00	1.00	1.00	0.00
Secretary	1.00	1.00	1.00	1.00
Support Supervisor	0.00	0.00	0.00	1.00
Technical Resource Analyst	2.00	1.00	1.00	1.00
Total UNRESTRICTED	49.50	44.50	43.50	43.00
RESTRICTED				
Admin Support Specialist	1.00	1.00	1.00	0.00
Financial Analyst	1.00	1.00	1.00	0.00
Instructional Specialist	1.00	1.00	1.00	0.00
Mentor Teacher	8.00	8.00	8.00	6.00
Support Supervisor	1.00	1.00	1.00	0.00
Total RESTRICTED	12.00	12.00	12.00	6.00
TOTAL OPERATING STAFFING	61.50	56.50	55.50	49.00

Operating Budget Expenditures by Object / Sub-Object

Professional Learning and Leadership	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Salaries & Wages				
2nd Assignment - Instructional	16,393	-	-	-
Other Admin/Professionals/Specialists	989,182	1,559,607	1,559,607	1,519,243
Other Stipends	400	-	-	-
Other Support Staff	17,949	-	-	-
Other Teacher	2,495,203	2,571,711	2,571,711	2,782,165
Overtime	42,426	7,000	17,954	7,000
PGCEA Senior Teacher Differential	727	-	-	-
PGCEA Sp Ed Step 1 Pay Differential	1,067	-	-	-

Professional Learning and Leadership	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Principal	805,494	231,858	231,858	147,576
Secretaries and Clerks	205,208	163,783	163,783	175,355
Service Worker	-	-	-	-
Substitute Teacher	48,489	345,719	55,719	50,000
Terminal Leave Payout	102,304	-	-	-
Unrestricted Unallocated Full-Time	6,151	-	-	-
Workshop / Staff Development	580,990	107,688	397,688	107,688
Salaries & Wages Total	5,311,981	4,987,366	4,998,320	4,789,027
<u>Employee Benefits</u>				
Employee Tuition-Outside Institution	50,308	163,289	163,289	163,289
FICA /Medicare	355,817	362,827	362,827	317,151
Insurance Benefits - Active Employees	500,062	490,393	490,393	423,841
Life Insurance	19,121	19,265	19,265	15,464
Retirement/Pension - Employee	20,403	35,388	35,388	43,859
Retirement/Pension - Teachers	9,020	-	-	-
Workman's Compensation	25,866	79,714	51,813	76,536
Employee Benefits Total	980,597	1,150,876	1,122,975	1,040,140
<u>Contracted Services</u>				
Catering Services	113,359	20,000	56,600	20,000
Instructional Contracted Services	138,468	102,832	102,832	155,000
Printing In-House	15,878	5,500	5,500	5,500
Professional Contracted Services	235,852	386,193	390,193	216,193
School Activity Transportation	158	5,000	5,000	5,000
Technical Contracted Services	-	-	-	-
Contracted Services Total	503,716	519,525	560,125	401,693
<u>Supplies & Materials</u>				
Awards and Recognition Certification	5,491	3,000	3,000	2,400
Health Supplies	-	-	25,391	-
Non-Catered Misc. Food Supplies	197	-	500	-
Office Supplies	4,822	4,935	48,544	4,935
Staff Development Supplies	83,232	102,496	92,496	83,496
Supplies & Materials Total	93,742	110,431	169,931	90,831
<u>Other Operating Expenses</u>				
Dues & Subscriptions	428	1,400	1,400	600
Fees Fines and Licenses	6,600	6,600	6,600	6,600
Local Travel - Per Mile Basis	38,459	30,000	30,000	30,000
Non-Local Travel Expenses	328	5,000	5,000	5,000
Other Travel Related Expenditures	-	-	500	-
Registration Fees	9,195	21,500	21,500	1,500
Other Operating Expenses Total	55,010	64,500	65,000	43,700

Professional Learning and Leadership	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Capital Outlay

Computers - Non-Instructional	20,413	6,500	6,500	6,500
Office Furniture & Equipment	8,389	10,110	2,510	10,110
Capital Outlay Total	28,802	16,610	9,010	16,610

Total UNRESTRICTED \$ 6,973,848 \$ 6,849,308 \$ 6,925,361 \$ 6,382,001

RESTRICTED

Salaries & Wages

Hourly Instructional	-	3,751,000	35,000	-
Other	-	-	-	3,751,000
Other Admin/Professionals/Specialists	522,173	432,424	1,014,017	-
Other Stipends	2,079,088	2,736,000	3,195,000	-
Other Teacher	789,521	798,847	490,621	595,584
Substitute Teacher	13,984	125,000	237,036	-
Temp Office Worker	23,109	50,000	76,891	-
Workshop / Staff Development	81,538	88,375	190,825	83,737
Salaries & Wages Total	3,509,412	7,981,646	5,239,390	4,430,321

Employee Benefits

FICA /Medicare	223,557	610,164	364,237	338,923
Insurance Benefits - Active Employees	153,278	121,158	102,278	69,003
Life Insurance	5,467	5,510	9,089	1,992
Retirement/Pension - Employee	31,486	21,882	192,202	-
Retirement/Pension - Teachers	148,694	153,837	94,439	92,872
Workman's Compensation	17,103	127,714	111,308	70,892
Employee Benefits Total	579,585	1,040,265	873,553	573,682

Contracted Services

Catering Services	-	-	-	3,000
Indirect Cost Recovery	116,331	116,331	142,680	-
Instructional Contracted Services	36,432	-	6,500	6,500
Other Contracted Services	-	2,388,000	-	2,388,000
Outside Printing	-	3,000	3,000	-
Printing In-House	3,181	9,903	7,222	1,180
Professional Contracted Services	914,614	3,691,000	5,517,522	31,459
Technical Contracted Services	41,925	-	-	-
Tuition - Maryland LEAs	258,768	625,424	879,546	-
Contracted Services Total	1,371,251	6,833,658	6,556,470	2,430,139

Supplies & Materials

Non-Catered Misc. Food Supplies	-	-	-	350
Office Supplies	462,628	47,299	131,208	-
Other Misc. Supplies	-	119,214	-	119,214
Staff Development Supplies	5,137	-	4,361	1,361
Supplies & Materials Total	467,764	166,513	135,569	120,925

Professional Learning and Leadership	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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RESTRICTED

Other Operating Expenses

Dues & Subscriptions	407	8,403	7,996	-
Meeting Expense	147,603	-	44,819	-
Non-Local Travel Expenses	82,011	20,840	272,037	1,175
Non-Local Travel Transportation	15,626	-	-	-
Other Miscellaneous Expense	-	438,327	-	438,327
Other Travel Related Expenditures	13,308	867	30,084	-
Registration Fees	25,498	3,850	51,744	2,325
Other Operating Expenses Total	284,452	472,287	406,680	441,827

Capital Outlay

Misc. Other Equip Over \$499	-	500,000	-	500,000
Capital Outlay Total	-	500,000	-	500,000

Total RESTRICTED \$ 6,212,465 \$ 16,994,369 \$ 13,211,662 \$ 8,496,894

TOTAL OPERATING EXPENDITURES \$ 13,186,313 \$ 23,843,677 \$ 20,137,023 \$ 14,878,895

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
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31120	Professional Learning and Leadership	14,878,895
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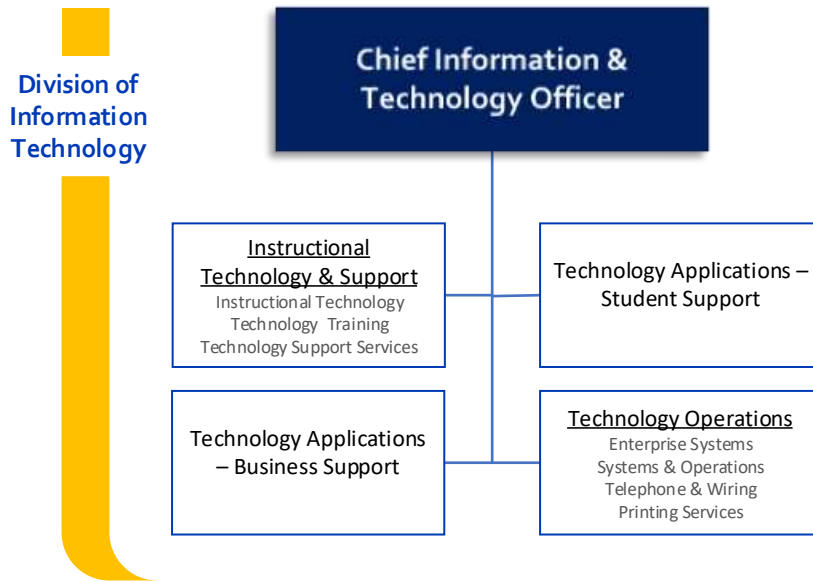
TOTAL OPERATING EXPENDITURES \$ 14,878,895

Program Enhancement

Professional Learning & Leadership	FTE	Position Costs	Discretionary Funds	Total Cost
Protected Classes	0.00	\$ -	\$ 80,000	\$ 80,000

Supports staff professional development on protected classes in a train-the-trainer model. PGCPSS would select a cohort of in-district facilitators. Then those facilitators would be trained on site by a vendor that equips them with the skills and tools to deliver professional development modules to elementary schools throughout the district.

TOTAL PROGRAM ENHANCEMENT 0.00 \$ - \$ 80,000 \$ 80,000



Organization Summary

Organization	FY 2021	FY 2021
	Approved FTE	Approved Funding
Chief Information & Technology Officer	3.00	5,737,676
Instructional Technology & Support	124.50	15,252,190
Technology Applications - Business Support	16.00	4,175,529
Technology Applications - Student Support	12.00	2,844,434
Technology Operations*	25.00	16,789,559
TOTAL OPERATING STAFFING & EXPENDITURES	180.50	\$ 44,799,388

*Contains a non-operation budget component. See Supplemental section for details.

Chief Information & Technology Officer

Budget Accountability: Wesley W. Watts, Jr., Chief

MISSION

To ensure that the technology infrastructure, including all information systems needed to support instructional and administrative programs, are available to perform the functions necessary to properly operate each business within the school system.

SUPPORTING THE STRATEGIC PLAN

- Improve policies and procedures aligned to data privacy, access, and technology usage.
- Work with other divisions to improve business processes to potentially save time and money through the use of technology.

CORE SERVICES

- Provide oversight and management of the Technology Refresh Program.
- Ensure that all schools have a computing infrastructure at each school to support online testing.

EXPECTED OUTCOMES

- By June 30, 2021, complete fiber optic connectivity (Dark/Lit, Leased/IRU) upgrades on 20% of schools and administrative buildings. This is the first year of a plan to complete all schools and administrative buildings by 2025, enabling a highly available and scalable data network for delivery of high quality digital learning content.
- By June 30, 2021, progress report grades and report card grades will be available in SchoolMax after every marking period. Report cards will be printed and mailed home to all families at the end of 2nd quarter and 4th quarter.
- By June 30, 2021, attain a one to one student to computing device ratio, an increase from 65,000 devices in FY 2020. FY2020 ratio is 1 device for every 2 students.

DISCRETIONARY SPENDING PLAN

Contracted Services support the procurement of software such as district license of Smart Notebook and Virtru.

Other Operating Costs support dues and professional development with the Association of School Business Officials (ASBO) and the Council of Great City Schools (CGCS).

Capital Outlay supports the procurement of computing devices for staff and students. Also supports the procurement of networking equipment.

Operating Budget Staffing by Position

Chief Information & Technology Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Technician	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Associate Superintendent	1.00	1.00	1.00	1.00
Total UNRESTRICTED	3.00	3.00	3.00	3.00
TOTAL OPERATING STAFFING	3.00	3.00	3.00	3.00

Operating Budget Expenditures by Object / Sub-Object

Chief Information & Technology Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	262,012	220,742	220,742	230,639
Other Stipends	61	-	-	-
Other Support Staff	96,606	97,218	97,218	97,218
Secretaries and Clerks	105,521	104,469	104,469	109,470
Unrestricted Unallocated Full-Time	4,329	-	-	-
Salaries & Wages Total	468,528	422,429	422,429	437,327
<u>Employee Benefits</u>				
FICA /Medicare	29,888	26,871	26,871	27,398
Insurance Benefits - Active Employees	43,773	39,578	39,578	40,903
Life Insurance	1,975	1,797	1,797	1,462
Retirement/Pension - Employee	18,156	8,750	8,750	9,123
Workman's Compensation	1,828	6,760	4,394	6,999
Employee Benefits Total	95,620	83,756	81,390	85,885
<u>Contracted Services</u>				
Lease/Purchases - Non-Energy	8,935,922	5,505,027	9,271,586	5,078,752
Printing In-House	571	2,916	2,916	2,916
Software License	115,220	116,950	101,950	114,400
Contracted Services Total	9,051,713	5,624,893	9,376,452	5,196,068
<u>Supplies & Materials</u>				
Non-Catered Misc. Food Supplies	-	250	250	-
Supplies & Materials Total	-	250	250	-
<u>Other Operating Expenses</u>				
Dues & Subscriptions	129	200	200	-
Local Travel - Per Mile Basis	261	3,037	3,037	-
Non-Local Travel Expenses	2,664	-	5,598	4,285
Other Travel Related Expenditures	41	-	-	-
Registration Fees	-	-	-	380
Other Operating Expenses Total	3,094	3,237	8,835	4,665

Chief Information & Technology Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Capital Outlay

Computers - Instructional	259,280	13,731	1,488,731	13,731
IT High School Equipment	(644)	-	-	-
Capital Outlay Total	258,636	13,731	1,488,731	13,731

Total UNRESTRICTED \$ 9,877,592 \$ 6,148,296 \$ 11,378,087 \$ 5,737,676

RESTRICTED

Contracted Services

Indirect Cost Recovery	-	-	549,345	-
Contracted Services Total	-	-	549,345	-

Supplies & Materials

Classroom Teacher Supplies	-	-	106,860	-
Student Supplies	-	-	22,233,332	-
Supplies & Materials Total	-	-	22,340,192	-

Other Operating Expenses

Other Miscellaneous Expense	-	-	106,860	-
Other Operating Expenses Total	-	-	106,860	-

Capital Outlay

Classroom Equipment & Furniture	-	-	206,000	-
Capital Outlay Total	-	-	206,000	-

Total RESTRICTED \$ - \$ - \$ 23,202,397 \$ -

TOTAL OPERATING EXPENDITURES \$ 9,877,592 \$ 6,148,296 \$ 34,580,484 \$ 5,737,676

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
30801	Chief Information & Technology Officer	638,243
30815	Technology REFRESH	5,099,433
TOTAL OPERATING EXPENDITURES		\$ 5,737,676

Instructional Technology & Support

Budget Accountability: Lisa Spencer, Director

MISSION

To support, train and equip staff with skills and opportunities to access, evaluate and use information systems and tools for productivity and instructional delivery.

SUPPORTING THE STRATEGIC PLAN

- Increase the effective and efficient use of technology for content delivery.
- Train teachers for efficient instructional technology integration to prepare students for college and career readiness.

CORE SERVICES

- Support staff in effective use and integration of technology.
- Provide timely technical support by IT Technicians in response to Help Desk tickets submitted by end users.
- Assist schools and offices in managing technology assets which allow the district to forecast technology needs across the school district.

EXPECTED OUTCOMES

- By June 30, 2021, increase the number of tech teams completing the designated workshops from 21 schools in FY 2019 to 52 schools in FY 2021.
- By June 30, 2021, reduce the number of password reset calls to the Help Desk from 48,253 in FY 2020 to 36,000 or fewer in FY 2021.
- By June 30, 2021, create a dashboard of instructional technology resources for G Suite, to include templates and self-guided presentations, for elementary classrooms.

DISCRETIONARY SPENDING PLAN

Salaries & Wages support overtime for IT technicians and workshop/staff development pay for teachers.

Contracted Services support course creation and Adobe Acrobat software licenses; MEEC software; Microsoft Office Suite as well as software for servers in the Data centers; and software used to support collaboration in creating training modules and tutorials.

Supplies & Materials support office supplies and materials for IT technicians, technology trainers and staff at both Technology Distribution Centers.

Other Operating Costs support local mileage reimbursement for trainers who travel to school conducting training, attending off-site meetings, as well as non-local travel and registration fees for conference attendance and workshops.

Operating Budget Staffing by Position

Instructional Technology & Support	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	2.00	2.00	2.00	2.00
Admin Support Technician	86.00	86.00	86.00	82.00
Building Supervisor	1.00	1.00	1.00	1.00
Cleaner	0.50	0.50	0.50	0.50
Director	1.00	1.00	1.00	1.00
Financial Assistant	1.00	1.00	1.00	1.00
Instructional Specialist	8.00	8.00	8.00	8.00
Night Cleaner Lead	1.00	1.00	1.00	1.00
Program Manager	1.00	1.00	1.00	1.00
Regional Tech Coordinator	6.00	6.00	6.00	6.00
Secretary	1.00	1.00	1.00	1.00
Support Supervisor	4.00	4.00	4.00	4.00
Technical Resource Analyst	11.00	11.00	12.00	16.00
Total UNRESTRICTED	123.50	123.50	124.50	124.50
TOTAL OPERATING STAFFING				
	123.50	123.50	124.50	124.50

Operating Budget Expenditures by Object / Sub-Object

Instructional Technology & Support	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	3,400,383	3,526,161	3,538,161	4,175,842
Other Stipends	579	-	-	-
Other Support Staff	6,216,952	6,371,934	6,371,934	6,319,816
Overtime	29,567	102	11,052	15,000
PGCEA Senior Teacher Differential	1,014	-	-	-
Secretaries and Clerks	97,371	72,176	72,176	97,218
Service Worker	65,815	99,067	99,067	106,270
Substitute Teacher	1,586	4,373	4,373	4,350
Technician	69,443	80,660	80,660	85,319
Terminal Leave Payout	185,021	-	-	-
Unrestricted Unallocated Full-Time	1,884	-	-	-
Workshop / Staff Development	2,950	2,304	2,304	-
Salaries & Wages Total	10,072,564	10,156,777	10,179,727	10,803,815
<u>Employee Benefits</u>				
FICA /Medicare	736,764	775,801	775,801	819,937
Insurance Benefits - Active Employees	1,227,784	1,225,008	1,225,008	1,287,705
Life Insurance	41,460	43,206	43,206	36,074

Instructional Technology & Support	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Employee Benefits

Retirement/Pension - Employee	457,591	506,016	506,016	561,260
Workman's Compensation	54,201	162,561	75,664	172,677
Employee Benefits Total	2,517,800	2,712,592	2,625,695	2,877,653

Contracted Services

M&R Equipment	200	-	-	-
Printing In-House	3,863	8,572	8,572	8,572
Software License	922,339	922,724	922,724	1,085,371
Contracted Services Total	926,402	931,296	931,296	1,093,943

Supplies & Materials

Office Supplies	3,642	3,234	3,234	3,234
Postage and Delivery	960	-	-	-
Supplies & Materials Total	4,602	3,234	3,234	3,234

Other Operating Expenses

Dues & Subscriptions	-	-	-	10,525
Local Travel - Per Mile Basis	7,813	6,987	6,987	10,450
Registration Fees	3,600	3,600	3,600	1,250
Other Operating Expenses Total	11,413	10,587	10,587	22,225

Total UNRESTRICTED \$ 13,532,782 \$ 13,814,486 \$ 13,750,539 \$ 14,800,870

RESTRICTED

Salaries & Wages

Other Stipends	913	-	-	34,838
Overtime	-	-	4,576	-
Substitute Teacher	4,990	15,202	5,291	118,741
Workshop / Staff Development	14,350	-	20,025	69,538
Salaries & Wages Total	20,252	15,202	29,892	223,117

Employee Benefits

FICA /Medicare	1,455	1,163	2,147	17,070
Workman's Compensation	102	244	160	3,571
Employee Benefits Total	1,557	1,407	2,307	20,641

Contracted Services

Catering Services	12,140	-	19,719	5,895
Other Contracted Services	44,676	41,693	7,500	7,500
Printing In-House	-	-	50	50
Professional Contracted Services	45,000	33,000	8,000	8,000
Software License	7,574	-	-	-
Contracted Services Total	109,389	74,693	35,269	21,445

Instructional Technology & Support	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
RESTRICTED				
<u>Supplies & Materials</u>				
Other Misc. Supplies	10,775	2,390	342,435	88,044
Supplies & Materials Total	10,775	2,390	342,435	88,044
<u>Other Operating Expenses</u>				
Dues & Subscriptions	-	-	1,018,350	1,300
Registration Fees	18,940	-	61,377	52,584
Other Operating Expenses Total	18,940	-	1,079,727	53,884
<u>Capital Outlay</u>				
Computers - Instructional	11,361	501	1,441,124	37,641
Educational Communication Equipment	4,927	215	13,198	4,755
Equipment Purchases Under \$500	7,171	-	21,193	625
Misc. Other Equip Over \$499	10,568	-	5,163	1,168
Capital Outlay Total	34,027	716	1,480,678	44,189
Total RESTRICTED	\$ 194,940	\$ 94,408	\$ 2,970,308	\$ 451,320

TOTAL OPERATING EXPENDITURES	\$ 13,727,722	\$ 13,908,894	\$ 16,720,847	\$ 15,252,190
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Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
30802	Instructional Technology & Support	435,103
30812	Technology Support Services	9,375,230
30814	Technology Training & Support	2,485,357
30830	Instructional Technology	2,956,500
TOTAL OPERATING EXPENDITURES		\$ 15,252,190

Technology Applications – Business Applications

Budget Accountability: Claude Charles, Director

MISSION

To provide implementation, upgrade and operational support for all IT Business Applications, Data Warehouse Systems and all data systems integration with district operational systems, while fulfilling the overall goal of the Prince George's County Public Schools strategic plans. We will accomplish this mission by collaboratively working with stakeholders to improve operational performance through revision of practices and the development and acquisition of web and mobile based software, decision support and reporting systems.

SUPPORTING THE STRATEGIC PLAN

- Modernize technology and ensure data privacy and protection
- Improve policies and procedures

CORE SERVICES

- Application Management: ensure critical business systems are implemented and operating optimally to support instructional and support personnel, and executives staff across the district
- Decision Support and Customer Care: fulfill staff requests for decision support reports, and dashboards as a means for users to monitor, manage, evaluate, and improve operational performance
- Improve visibility, usability, reliability, effectiveness and accuracy of systems

EXPECTED OUTCOMES

- By June 30, 2021, upgrade Oracle E-Business Suite version 12.1.3 to version 12.2.x.
- By June 30, 2021, rewrite the Budget Adjustment Request (BAR) system version 12.1.3 to version 12.2.x.
- By June 30, 2021, transform the paper-based Transportation Bid Day system to a web-based system.

DISCRETIONARY SPENDING PLAN

Contracted Services support critical administrative and student data systems, as well as federal and state reporting process; provides software solutions to various departments in the district.

Supplies & Materials support daily operations of the department.

Other Operating Costs support local travel mileage reimbursement for staff conducting business at other PGCPs facilities and school visits and staff technical training to keep up with today's technology.

Operating Budget Staffing by Position

Technology Applications - Business Support	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Director	0.00	0.00	0.00	1.00
Officer	1.00	1.00	1.00	0.00
Support Supervisor	0.00	0.00	0.00	1.00
Technical Resource Analyst	15.00	15.00	15.00	14.00
Total UNRESTRICTED	16.00	16.00	16.00	16.00
RESTRICTED				
Technical Resource Analyst	1.00	1.00	1.00	0.00
Total RESTRICTED	1.00	1.00	1.00	0.00
TOTAL OPERATING STAFFING	17.00	17.00	17.00	16.00

Operating Budget Expenditures by Object / Sub-Object

Technology Applications - Business Support	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	1,830,045	1,967,486	1,967,486	2,053,571
Other Stipends	270	-	-	-
Secretaries and Clerks	44,613	-	-	-
Unrestricted Unallocated Full-Time	2,017	-	-	-
Salaries & Wages Total	1,876,946	1,967,486	1,967,486	2,053,571
<u>Employee Benefits</u>				
FICA /Medicare	135,677	146,977	146,977	151,375
Insurance Benefits - Active Employees	214,990	212,990	212,990	210,014
Life Insurance	7,469	8,368	8,368	6,869
Retirement/Pension - Employee	153,268	165,931	165,931	180,196
Workman's Compensation	10,359	31,486	20,466	32,865
Employee Benefits Total	521,763	565,752	554,732	581,319
<u>Contracted Services</u>				
Printing In-House	140	12,610	12,610	12,610
Software License	1,232,911	1,236,381	1,276,381	1,167,667
Technical Contracted Services	501,488	426,488	446,488	360,000
Contracted Services Total	1,734,539	1,675,479	1,735,479	1,540,277
<u>Supplies & Materials</u>				
Office Supplies	43	362	362	362
Supplies & Materials Total	43	362	362	362

Technology Applications - Business Support	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Other Operating Expenses</u>				
Local Travel - Per Mile Basis	42	-	-	-
Other Operating Expenses Total	42	-	-	-
Total UNRESTRICTED	\$ 4,133,333	\$ 4,209,079	\$ 4,258,059	\$ 4,175,529
RESTRICTED				
Other Admin/Professionals/Specialists	90,410	126,980	-	-
Salaries & Wages Total	90,410	126,980	-	-
<u>Employee Benefits</u>				
FICA /Medicare	6,617	9,714	-	-
Insurance Benefits - Active Employees	9,356	15,408	-	-
Life Insurance	384	540	-	-
Retirement/Pension - Employee	8,152	11,429	-	-
Workman's Compensation	499	2,032	-	-
Employee Benefits Total	25,008	39,123	-	-
Total RESTRICTED	\$ 115,418	\$ 166,103	\$ -	\$ -
TOTAL OPERATING EXPENDITURES	\$ 4,248,751	\$ 4,375,182	\$ 4,258,059	\$ 4,175,529

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
30813	Technology Applications - Business Support	4,175,529
TOTAL OPERATING EXPENDITURES		\$ 4,175,529

Technology Applications - Student Applications

Budget Accountability: Jinghong Gao, Director

MISSION

To provide technology based solutions to enable schools and educators to educate students and meet organizational strategic objectives and share outcomes with educators, students and parents via secured tools. We will accomplish this mission by collaboratively working with stakeholders to improve operational performance through refinement of practices and the development and acquisition of web and mobile based software, decision support and reporting systems.

SUPPORTING THE STRATEGIC PLAN

- Modernize technology and ensure data privacy and protection
- Improve policies and procedures

CORE SERVICES

- Ensure critical student information systems are implemented and operating optimally to support instructional and support personnel, and executives across the district
- Support accurate federal and state reporting, and develop integration of data and technology into academics
- Provide technology solutions to support educators, supporting personnel, students, and parents to assist in the effective student-focused business operations

EXPECTED OUTCOMES

- By June 30, 2021, Improve the efficiency of CTE data collecting process and the accuracy of CTE data in MSDE reporting by developing a web based software application to reduce the mismatch between CTE data and SIS data from over 400 to 0.
- By June 30, 2021, upgrade SchoolMax with new web-based GradeMax software compatible with up-to-date security features in web browsers.
- By June 30, 2021, develop the transportation request system to streamline the special request process for student transportation.

DISCRETIONARY SPENDING PLAN

Operating Budget Staffing by Position

Technology Applications - Student Support	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Director	1.00	1.00	1.00	1.00
Officer	1.00	1.00	1.00	0.00
Secretary	1.00	1.00	1.00	1.00
Technical Resource Analyst	10.00	10.00	10.00	10.00
Total UNRESTRICTED	13.00	13.00	13.00	12.00
TOTAL OPERATING STAFFING				
	13.00	13.00	13.00	12.00

Operating Budget Expenditures by Object / Sub-Object

Technology Applications - Student Support	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	1,015,544	1,391,617	1,391,617	1,228,298
Other Stipends	16	-	-	-
Secretaries and Clerks	35,540	72,176	72,176	80,660
Terminal Leave Payout	37,910	-	-	-
Unrestricted Unallocated Full-Time	1,995	-	-	-
Salaries & Wages Total	1,091,004	1,463,793	1,463,793	1,308,958
<u>Employee Benefits</u>				
FICA /Medicare	77,548	107,543	107,543	97,602
Insurance Benefits - Active Employees	129,941	157,569	157,569	140,273
Life Insurance	4,502	6,228	6,228	4,380
Retirement/Pension - Employee	67,789	113,189	113,189	84,681
Workman's Compensation	5,814	23,427	15,228	20,951
Employee Benefits Total	285,593	407,956	399,757	347,887
<u>Contracted Services</u>				
Printing In-House	92	2,610	2,610	2,610
Professional Contracted Services	242,814	242,814	242,814	693,905
Software License	439,000	439,000	439,000	483,898
Contracted Services Total	681,906	684,424	684,424	1,180,413
<u>Other Operating Expenses</u>				
Local Travel - Per Mile Basis	-	-	-	1,000
Registration Fees	-	-	-	6,176
Other Operating Expenses Total	-	-	-	7,176
Total UNRESTRICTED	\$ 2,058,503	\$ 2,556,173	\$ 2,547,974	\$ 2,844,434
TOTAL OPERATING EXPENDITURES				
	\$ 2,058,503	\$ 2,556,173	\$ 2,547,974	\$ 2,844,434

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
30803	Technology Applications	105,385
30811	Technology Applications - Student Support	2,739,049
TOTAL OPERATING EXPENDITURES		\$ 2,844,434

Technology Operations

Budget Accountability: Senthil Parameswaran, Director

MISSION

To provide a modern technology infrastructure in support of the school system's work in advancing student achievement and an efficient administration. To that end, the department enables secure and efficient access to information and services via a high speed network from all instructional and administrative facilities.

SUPPORTING THE STRATEGIC PLAN

- Maintain a modern technology datacenter and network infrastructure that supports evolving educational and business needs.
- Enable a technology environment where systems are secure, students and staff are safe online, and data privacy standards are accommodated and are in conformance with the law.

CORE SERVICES

- Maintain, secure and support enterprise systems, business/student applications and cloud deployments.
- Datacenter servers and storage capacity planning, implementation, performance optimization and user support.
- Planning and deployment of wired/wireless network and telecommunications services to all district locations.

EXPECTED OUTCOMES

- By June 30, 2021, upgrade server and storage infrastructure for Oracle E-Business Suite to support version 12.2.
- By June 30, 2021, reduce the wait time for access to business systems and instructional materials from 72 hours to 24 hours through enhancements to onboarding capabilities of the Identity Management platform to ensure that staff and student accounts are provisioned with accurate roles and responsibilities.
- By June 30, 2021, implement the Bonnie F. Johns Datacenter uninterruptible power supply and supplemental data center CRAC/cooling upgrades, providing cost efficiency, reliability and scalability for evolving compute, storage and networking needs.

DISCRETIONARY SPENDING PLAN

Contracted Services support annual software licenses for Oracle, eScholar, Certify, VMware, WhatsUp Gold etc.; maintenance and repair of equipment, and technical and other contracted services such as Oracle Identity and Access Management - Level 3 support, AAPS Blackboard, E-Rate Consulting, Data Center - electrical, networking and software services, IBM and Dell maintenance renewal.

Supplies & Materials support office supplies and materials used in the day-to-day operations of IT offices.

Other Operating Costs support cellular phones, high speed data and internet services, local mileage reimbursement for off-site meetings, registration fees and telephone equipment, etc.

Operating Budget Staffing by Position

Technology Operations	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	1.00	1.00	1.00	1.00
Admin Support Technician	3.00	3.00	3.00	2.00
Director	1.00	1.00	1.00	1.00
Mail Clerk	5.00	5.00	6.00	6.00
Secretary	1.00	1.00	1.00	1.00
Support Supervisor	1.00	1.00	1.00	1.00
Technical Resource Analyst	19.00	19.00	19.00	19.00
Truck Driver	4.00	4.00	3.00	3.00
Warehouse Operator	1.00	1.00	1.00	1.00
Total UNRESTRICTED	36.00	36.00	36.00	35.00

TOTAL OPERATING STAFFING	36.00	36.00	36.00	35.00
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Operating Budget Expenditures by Object / Sub-Object

Technology Operations	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Drivers of Vehicle	189,514	223,037	223,037	172,829
Other Admin/Professionals/Specialists	2,331,162	2,431,131	2,431,131	2,610,413
Other Stipends	273	-	-	-
Other Support Staff	218,587	220,724	220,724	151,570
Overtime	-	800	194	800
Secretaries and Clerks	299,884	309,799	309,799	367,988
Service Worker	43,878	44,496	44,496	46,709
Temp - Working Truck Driver	7,256	10,125	-	8,000
Terminal Leave Payout	9,478	-	-	-
Unrestricted Unallocated Full-Time	2,195	-	-	-
Salaries & Wages Total	3,102,227	3,240,112	3,229,381	3,358,309
<u>Employee Benefits</u>				
FICA /Medicare	225,350	243,859	243,859	251,060
Insurance Benefits - Active Employees	379,417	396,812	396,812	395,059
Life Insurance	13,090	13,739	13,739	11,207
Retirement/Pension - Employee	226,138	239,252	239,252	264,713
Workman's Compensation	33,409	51,846	36,680	53,739
Employee Benefits Total	877,405	945,508	930,342	975,778
<u>Contracted Services</u>				
M&R Equipment	1,039,035	994,181	994,181	855,134
M&R Vehicles	48,982	153,112	103,112	153,112

Technology Operations	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Contracted Services

Other Contracted Services	208,891	238,951	238,951	242,000
Printing In-House	312	194,185	194,185	194,185
Rental of Equipment	5,737,639	5,017,756	5,017,756	2,984,120
Software License	1,401,014	1,338,496	1,338,496	1,719,135
Technical Contracted Services	54,000	102,036	102,036	136,000
Contracted Services Total	8,489,874	8,038,717	7,988,717	6,283,686

Supplies & Materials

Office Supplies	16,330	14,428	24,553	8,578
Postage and Delivery	485,685	320,034	320,034	245,034
Supplies & Materials Total	502,015	334,462	344,587	253,612

Other Operating Expenses

Cellular Phones	155,000	71,848	1,096,848	80,000
High Speed Data	2,741,530	2,540,000	2,540,000	2,555,000
Internet Service	278,360	278,360	278,360	319,200
Local Travel - Per Mile Basis	309	1,409	1,409	500
Registration Fees	3,100	2,474	1,200	2,474
Special Phone Project	35,000	35,000	35,000	50,000
Telephone -Centrex	2,786,501	2,855,890	2,855,890	2,873,000
Telephone -Equipment	50,000	33,000	33,000	33,000
Telephone- Long Distance	60,000	10,000	10,000	5,000
Other Operating Expenses Total	6,109,801	5,827,981	6,851,707	5,918,174

Total UNRESTRICTED \$ 19,081,322 \$ 18,386,780 \$ 19,344,734 \$ 16,789,559

RESTRICTED

Contracted Services

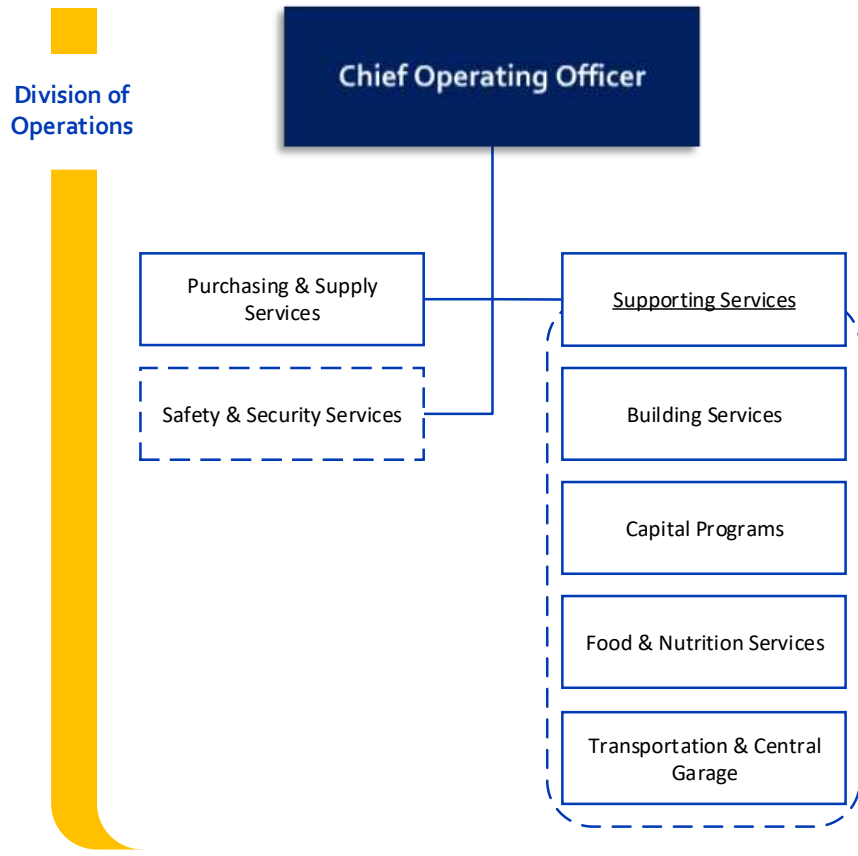
Other Contracted Services	-	-	2,524,600	-
Software License	-	-	630,780	-
Technical Contracted Services	-	-	-	-
Contracted Services Total	-	-	3,155,380	-

Total RESTRICTED \$ - \$ - \$ 3,155,380 \$ -

TOTAL OPERATING EXPENDITURES \$ 19,081,322 \$ 18,386,780 \$ 22,500,114 \$ 16,789,559

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
30810	Technology Systems/Operations	2,977,842
30817	Enterprise Systems Office	2,574,136
30819	Telephone & Wiring	6,756,819
30870	Printing Services	1,186,581
30871	Copier Programs	3,294,181
TOTAL OPERATING EXPENDITURES		\$ 16,789,559



Organization Summary

Organization	FY 2021 Approved FTE	FY 2021 Approved Funding
Chief Operating Officer	3.00	\$ 529,318
Purchasing & Supply Services	56.00	6,429,455
Safety & Security Services	248.00	17,042,350
Supporting Services	2.00	334,468
Building Services	354.50	74,751,736
Capital Programs*	1.00	136,807
Food & Nutrition Services*	0.00	9,979
Public Private Partnership	0.00	-
Transportation & Central Garage	1485.27	118,692,407
TOTAL OPERATING STAFFING & EXPENDITURES	2,149.77	\$ 217,926,520

*Contains a non-operating budget component. See the Supplemental section for details.

Organizations

Chief Operating Officer

Budget Accountability: Barry L. Stanton, Chief

MISSION

To provide the highest quality business operations and supporting services that are essential to the educational success of students through staff committed to continuous improvement and excellence.

SUPPORTING THE STRATEGIC PLAN

- Support Safe and Supportive Environments by ensuring all environments are inviting, welcoming, technologically equipped, culturally sensitive and healthy.
- Support Organizational Effectiveness by ensuring the efficient use of resources enables effective non-instructional operations and optimal support of schools.

CORE SERVICES

- Provide safe environments for staff, students and the community.
- Modernize facilities and increase the use of technological devices in the classroom.
- Provide exceptional customer service.

EXPECTED OUTCOMES

- By June 30, 2021, the Department of Purchasing & Supply Services will complete the Internal Controls and Redesign of Business Processes from the external consulting firm to correct findings from the state legislative audit. Training references and guides on newly designed processes will be developed to ensure alignment with industry standards, performance effectiveness and equitable access to district personnel.
- By June 30, 2021, improve on time transportation performance by decreasing the number of late bus arrivals by 10% from 20.8% to 18.7% (morning) and 30.3% to 27.3% (evening).
- By June 30, 2021, the Department of Safety & Security Services will provide safe environments for all students, staff and community by increasing digital surveillance capabilities of our schools from 48.33 % to 51.22%.

DISCRETIONARY SPENDING PLAN

Contracted Services support catering, celebrations, meetings and professional development.

Supplies & Materials support Non-Catered Misc. Food Supplies, general office supplies, awards and recognition certificates and supplies for meeting expenses.

Other Operating Costs support other travel related expenditures, non-local travel, dues and subscriptions and conference registrations.

Operating Budget Staffing by Position

Chief Operating Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Administrative Secretary	1.00	1.00	1.00	1.00
Associate Superintendent	1.00	1.00	1.00	1.00
Technical Resource Analyst	0.00	1.00	1.00	1.00
Total UNRESTRICTED	2.00	3.00	3.00	3.00
TOTAL OPERATING STAFFING	2.00	3.00	3.00	3.00

Operating Budget Expenditures by Object / Sub-Object

Chief Operating Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	237,851	314,631	314,631	328,572
Secretaries and Clerks	87,523	77,822	77,822	98,025
Unrestricted Unallocated Full-Time	4,688	-	-	-
Salaries & Wages Total	330,063	392,453	392,453	426,597
<u>Employee Benefits</u>				
FICA /Medicare	22,258	24,342	24,342	26,576
Insurance Benefits - Active Employees	14,305	10,030	10,030	16,139
Life Insurance	1,392	1,669	1,669	1,427
Retirement/Pension - Employee	14,407	28,318	28,318	21,634
Workman's Compensation	1,324	6,281	4,082	6,827
Employee Benefits Total	53,688	70,640	68,441	72,603
<u>Contracted Services</u>				
Catering Services	-	-	-	7,000
Printing In-House	932	-	-	-
School Activity Transportation	-	2,000	2,000	-
Contracted Services Total	932	2,000	2,000	7,000
<u>Supplies & Materials</u>				
Awards and Recognition Certification	-	700	700	2,000
Non-Catered Misc. Food Supplies	-	5,987	5,987	2,000
Office Supplies	-	234	234	3,000
Supplies & Materials Total	-	6,921	6,921	7,000
<u>Other Operating Expenses</u>				
Dues & Subscriptions	609	676	676	2,058
Local Travel - Per Mile Basis	-	200	200	4,060
Meeting Expense	13,846	17,769	17,769	2,000
Non-Local Travel Expenses	7,164	10,000	-	8,000

Chief Operating Officer	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Other Operating Expenses

Other Miscellaneous Expense	1,292	1,850	1,850	-
Other Travel Related Expenditures	306	11,356	-	-
Other Operating Expenses Total	23,217	41,851	20,495	16,118

Total UNRESTRICTED \$ 407,898 \$ 513,865 \$ 490,310 \$ 529,318

TOTAL OPERATING EXPENDITURES \$ 407,898 \$ 513,865 \$ 490,310 \$ 529,318

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
30003	Chief Operating Officer	529,318
TOTAL OPERATING EXPENDITURES		\$ 529,318

Purchasing & Supply Services

Budget Accountability: Keith Stewart, Director

MISSION

To provide for quality acquisition and timely facilitation for delivery of goods and services to the system's instructional and non-instructional departments. The mission is extended by our commitment to Minority, Women and Local Business Participation Program in Prince George's County and the state of Maryland businesses.

SUPPORTING THE STRATEGIC PLAN

- Provide efficient value add services that maximize the school system's resources - this is an essential component of the work and functionality of the Purchasing office.
- Cultivate resources that provide the highest level of service at best cost and value to the system - the process of competitive bidding and contract pricing negotiation is to maximize value on dollars expended by the system for goods, materials, and services.

CORE SERVICES

- Procuring Good and Services: enter into contracts for the procurement of goods and services as the centralized purchasing agency for PGCPs. This includes treating vendors in a fair manner, administrating agreements, and compliance with laws and regulations.
- Solicitation, Contract Management, Requisitions and Purchase Orders: honor the confidentiality of pricing and terms and conditions of proposals to do business with the school system; negotiates and administers contracts, issuing solicitations for supplies and services needed by schools and offices.
- Minority Business Enterprise (MBE) Participation: fostering a business environment, which encourages local, minority and small business vendor participation in systemic projects and purchases.

EXPECTED OUTCOMES

- By June 30, 2021, complete the Internal Controls and Redesign of Business Processes from the external consulting firm to correct findings from the state legislative audit. Training references and guides on newly designed processes will be developed to ensure alignment with industry standards, performance effectiveness and equitable access to district personnel.
- By June 30, 2021, collaborate with Information Technology on development of contract management tools to manage workflow and track contractual activity for status updates on procurement transactions. Implementation of the contract management tools and training will provide end-user requesters ability to query workflow status in real-time.
- By June 30, 2021, ensure 80% of I-Supplier registrations are processed within 10 days.

DISCRETIONARY SPENDING PLAN

Salaries & Wages support summer help employment for material transfers and school opening/closing functions, and additional buyer support to process contracts and orders.

Contracted Services support MBE assessment and analysis as to how to better engage surrounding community. Some assistance for iSupplier input and tracking along with IT projects which may require additional supports as needed.

Supplies & Materials support day to day functioning of the office, warehouse and shop stores, as well as training and professional development for staff.

Other Operating Costs support reimbursement for staff to attend meetings and functions off-site, conference registrations, etc.

Capital Outlay supports the purchase of furniture and goods/supplies for the warehouse and offices.

Operating Budget Staffing by Position

Purchasing & Supply Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
<u>UNRESTRICTED</u>				
Admin Support Specialist	8.00	8.00	8.00	8.00
Admin Support Technician	4.00	4.00	4.00	4.00
Clerk	1.00	1.00	1.00	1.00
Director	1.00	1.00	1.00	1.00
Secretary	3.00	3.00	3.00	3.00
Supply Clerk I	4.00	4.00	4.00	4.00
Supply Clerk II	2.00	2.00	2.00	2.00
Support Supervisor	2.00	2.00	2.00	2.00
Truck Driver	14.00	14.00	14.00	14.00
Warehouse Operator	16.00	16.00	16.00	16.00
Warehouse Supervisor	1.00	1.00	1.00	1.00
Total UNRESTRICTED	56.00	56.00	56.00	56.00
TOTAL OPERATING STAFFING				
	56.00	56.00	56.00	56.00

Operating Budget Expenditures by Object / Sub-Object

Purchasing & Supply Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
<u>UNRESTRICTED</u>				
<u>Salaries & Wages</u>				
2nd Assignment - Support	3,024	7,485	7,485	5,485
Drivers of Vehicles	652,255	784,114	784,114	835,493
Other Admin/Professionals/Specialists	865,317	1,051,400	1,051,400	1,149,797
Other Stipends	179	-	-	-
Other Support Staff	229,303	287,299	287,299	304,949
Overtime	40,257	40,000	77,271	40,000
Secretaries and Clerks	549,714	567,294	567,294	592,349
Service Worker	832,962	905,961	905,961	948,634
Summer Assignment	54,634	47,000	47,000	47,000
Temp - Warehouseman	-	38,039	38,039	38,039
Temp Custodian	13,053	-	19,380	-
Temp Office Worker	9,200	-	-	-
Unrestricted Unallocated Full-Time	(39)	-	-	-
Salaries & Wages Total	3,249,858	3,728,592	3,785,243	3,961,746

Purchasing & Supply Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Employee Benefits

FICA /Medicare	237,980	282,201	282,201	299,623
Insurance Benefits - Active Employees	498,162	514,109	514,109	523,057
Life Insurance	13,237	15,308	15,308	12,827
Retirement/Pension - Employee	217,508	257,831	257,831	288,870
Workman's Compensation	81,722	59,041	50,920	62,775
Employee Benefits Total	1,048,610	1,128,490	1,120,369	1,187,152

Contracted Services

M&R Equipment	-	-	30,000	25,000
M&R Vehicles	206,022	384,382	384,382	384,382
Printing In-House	2,932	24,367	24,367	24,367
Professional Contracted Services	59,631	1,000,000	250,000	100,000
Software License	11,700	24,568	24,568	19,568
Contracted Services Total	280,285	1,433,317	713,317	553,317

Supplies & Materials

Office Supplies	8,279	4,400	4,400	3,400
Other Misc. Supplies	69,058	-	-	-
Supplies & Materials Total	77,337	4,400	4,400	3,400

Other Operating Expenses

Cellular Phones	7,484	9,000	9,000	5,000
Dues & Subscriptions	1,498	3,540	3,540	3,540
Fees Fines and Licenses	(115)	-	-	-
Local Travel - Per Mile Basis	345	1,500	1,500	500
Non-Local Travel Expenses	-	2,000	2,000	3,000
Other Miscellaneous Expense	267	-	30,000	25,000
Registration Fees	320	1,800	1,800	1,800
Other Operating Expenses Total	9,799	17,840	47,840	38,840

Capital Outlay

Classroom Equipment & Furniture	390,976	685,000	325,000	685,000
Capital Outlay Total	390,976	685,000	325,000	685,000

Total UNRESTRICTED \$ 5,056,865 \$ 6,997,639 \$ 5,996,169 \$ 6,429,455

TOTAL OPERATING EXPENDITURES \$ 5,056,865 \$ 6,997,639 \$ 5,996,169 \$ 6,429,455

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
35301	Purchasing & Supply Services	2,345,196
35320	Warehouse Operations	4,084,259
TOTAL OPERATING EXPENDITURES		\$ 6,429,455

Program Enhancement

Purchasing & Supply Services	FTE	Position Costs	Discretionary Funds	Total Cost
Warehouse	3.00	\$ 582,517	\$ -	\$ 582,517

Supports the reclassification of positions based on CDL driver license requirements for warehouse drivers.

TOTAL PROGRAM ENHANCEMENT	3.00	\$ 582,517	\$ -	\$ 582,517
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Safety & Security Services

Budget Accountability: Archie O'Neil, Director

MISSION

To provide a safe and orderly learning environment that reasonably ensures the safety and security of students, faculty and staff, visitors and parents. Safety and Security Services also attempts to ensure that students and staff have a safe and secure learning environment in which to learn and teach, enabling each student to achieve his or her maximum potential and future success.

SUPPORTING THE STRATEGIC PLAN

- Support Safe and Supportive Environments by ensuring that we have safe environments which allow for maximum concentration on teaching and learning without worry or concern for personal or collective well-being.
- Support Organizational Effectiveness by ensuring all plans, resources, processes, programs, technology and support services are strategically aligned and school/student focused.

CORE SERVICES

- Ensure that all staff members have written guidance and adequate training on how to perform their duties
- Provide safe environments for staff, students and the community.
- Ensure that all investigations are completed in a timely manner and that the quality of them is beyond reproach.

EXPECTED OUTCOMES

- By June 30, 2021, 100% of Investigative Counselors and Security Assistants will be trained in the Mental Health Awareness program.
- By June 30, 2021, increase SafeSchools digital Crisis Prevention training participation to 100% to ensure all central office and school-based Safety & Security personnel are trained in Crisis Prevention procedures and protocols.
- By June 30, 2021, provide safe environments for all students, staff and community by increasing the digital surveillance capabilities of our schools by 6% from 48.33 % to 51.22 %.

DISCRETIONARY SPENDING PLAN

Salaries & Wages support part-time salaries for 2nd assignments and overtime for 10-month personnel as well as temporary security monitors to meet the demands over the summer for operational investigative needs.

Contracted Services support the visitor management system that allows for the screening of visitors; the situational awareness system that provides a real-time snapshot of first responder calls for service allowing for the identification of immediate issues in or around schools, as well as other contracts that provide service and support for many of the camera systems currently in our schools.

Supplies & Materials support supplies necessary for the daily operation of the office as well as investigative efforts.

Other Operating Costs support mileage reimbursement for security staff responding school sites and locations in response to calls for assistants as well as off-site meetings and training sessions.

Capital Outlay supports the purchase/replacement of security equipment across the system as needed such as alarms, video cameras, monitors, DVRs, NVRs and other related equipment.

Operating Budget Staffing by Position

Safety & Security Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	1.00	1.00	0.00	0.00
Coordinating Manager	0.00	0.00	1.00	1.00
Director	1.00	1.00	1.00	1.00
Dispatcher	2.00	2.00	2.00	2.00
Journeyman	12.00	12.00	12.00	14.00
Secretary	3.00	3.00	3.00	3.00
Security Assistant	145.00	145.00	145.00	155.00
Security Investigator	66.00	66.00	66.00	66.00
Support Supervisor	5.00	5.00	6.00	6.00
Total UNRESTRICTED	235.00	235.00	236.00	248.00

TOTAL OPERATING STAFFING	235.00	235.00	236.00	248.00
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Operating Budget Expenditures by Object / Sub-Object

Safety & Security Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
2nd Assignment - Support	95,279	80,776	80,776	80,776
Other Admin/Professionals/Specialists	683,718	711,888	711,888	850,531
Other Stipends	157	-	-	-
Other Support Staff	104,266	105,549	105,549	112,482
Overtime	374,166	312,753	541,183	300,000
Secretaries and Clerks	166,593	167,940	167,940	177,899
Service Worker	4,726,833	4,952,223	4,952,223	5,562,298
Sick and Safe Leave - Temporary Employees	426	-	-	-
Skilled Crafts	866,140	867,363	867,363	1,010,857
Technician	3,052,417	3,521,465	3,521,465	3,833,707
Temp Office Worker	9,281	-	-	-
Temp Security Monitor	34,957	39,000	39,000	39,000
Terminal Leave Payout	15,140	-	-	-
Unrestricted Unallocated Full-Time	2,733	-	-	-
Salaries & Wages Total	10,132,105	10,758,957	10,987,387	11,967,550
<u>Employee Benefits</u>				
FICA /Medicare	773,462	785,838	785,838	857,204
Insurance Benefits - Active Employees	1,335,576	1,325,800	1,325,800	1,657,187
Life Insurance	37,704	43,984	43,984	38,669
Retirement/Pension - Employee	797,119	865,819	865,819	994,320
Workman's Compensation	42,338	167,247	58,711	186,801
Employee Benefits Total	2,986,198	3,188,688	3,080,152	3,734,181

Safety & Security Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Contracted Services

M&R Equipment	16,093	15,000	15,000	15,000
M&R Vehicles	130,567	77,435	77,435	77,435
Other Contracted Services	244,788	181,026	181,026	181,026
Printing In-House	823	6,500	6,500	6,500
Professional Contracted Services	98,041	131,526	131,526	131,526
Contracted Services Total	490,311	411,487	411,487	411,487

Supplies & Materials

Office Supplies	1,657	1,632	1,632	21,632
Other Misc. Supplies	145,189	145,239	145,239	100,000
Tool/Uniform Allotment - Reimbursement	-	2,000	2,000	2,000
Supplies & Materials Total	146,846	148,871	148,871	123,632

Other Operating Expenses

Fees Fines and Licenses	(740)	-	-	-
Local Travel - Per Mile Basis	-	3,950	3,950	-
Meeting Expense	310	500	500	500
Other Miscellaneous Expense	-	-	-	220,000
Registration Fees	-	447	-	-
Other Operating Expenses Total	(430)	4,897	4,450	220,500

Capital Outlay

Misc. Other Equip Over \$499	668,905	500,000	500,000	500,000
Security Alarm Systems	90,118	85,000	85,000	85,000
Capital Outlay Total	759,023	585,000	585,000	585,000

Total UNRESTRICTED \$ 14,514,054 \$ 15,097,900 \$ 15,217,347 \$ 17,042,350

RESTRICTED

Salaries & Wages

Overtime	-	-	20,872	-
Salaries & Wages Total	-	-	20,872	-

Employee Benefits

FICA /Medicare	-	-	1,760	-
Workman's Compensation	-	-	368	-
Employee Benefits Total	-	-	2,128	-

Contracted Services

Other Contracted Services	-	-	1,259,600	-
Contracted Services Total	-	-	1,259,600	-

Supplies & Materials

Other Misc. Supplies	-	-	15,252	-
Supplies & Materials Total	-	-	15,252	-

Safety & Security Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
RESTRICTED				
Capital Outlay				
Misc. Other Equip Over \$499	-	-	166,080	-
Capital Outlay Total	-	-	166,080	-
Total RESTRICTED	\$ -	\$ -	\$ 1,463,932	\$ -

TOTAL OPERATING EXPENDITURES	\$ 14,514,054	\$ 15,097,900	\$ 16,681,279	\$ 17,042,350
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Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
30701	Safety & Security Services	17,042,350
TOTAL OPERATING EXPENDITURES		\$ 17,042,350

Program Enhancement

Safety & Security Services	FTE	Position Costs	Discretionary Funds	Total Cost
Staffing and Upgrades for Middle Schools	12.00	\$ 641,994	\$ 140,000	\$ 781,994
Supports additional security staff and upgrades for middle schools.				
TOTAL PROGRAM ENHANCEMENT	12.00	\$ 641,994	\$ 140,000	\$ 781,994

Supporting Services

Budget Accountability: Mark E. Fossett, Associate Superintendent

MISSION

To provide a safe, healthy and welcoming environments for students, staff and the community; while efficiently and safely transporting students and providing appealing, nutritious meals daily. To accomplish this mission, the Division of Supporting Services will adhere to the highest standards of customer service.

SUPPORTING THE STRATEGIC PLAN

- Modernize facilities to promote safe and supportive learning environments.
- Improve communications to support enhanced to customer service to all our constituents (students, parents and co-workers).

CORE SERVICES

- Transportation
- Facilities
- Capital Programs

EXPECTED OUTCOMES

- By June 30, 2021, provide safe environments for staff, students and the community by increasing the digital surveillance capabilities of our schools by 6%, from 41.63% to 48.33% by the end of the fiscal year.
- By June 30, 2021, ensure that the ratio of completed preventative maintenance work orders to corrective maintenance are increased from 6% to 12%.
- By June 30, 2021, improve fiscal management and budgetary considerations by reducing overtime costs by 10% from \$5,921,186 to \$5,329,068.

DISCRETIONARY SPENDING PLAN

Supplies & Materials support supplies for the daily operations of the office.

Other Operating Costs support mileage reimbursement for staff attendance off-site.

Operating Budget Staffing by Position

Supporting Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Administrative Secretary	1.00	1.00	1.00	1.00
Associate Superintendent	1.00	1.00	1.00	1.00
Total UNRESTRICTED	2.00	2.00	2.00	2.00
TOTAL OPERATING STAFFING	2.00	2.00	2.00	2.00

Operating Budget Expenditures by Object / Sub-Object

Supporting Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	188,236	190,297	190,297	199,891
Secretaries and Clerks	43,832	88,027	88,027	76,737
Unrestricted Unallocated Full-Time	2,009	-	-	-
Salaries & Wages Total	234,077	278,324	278,324	276,628
<u>Employee Benefits</u>				
FICA /Medicare	13,982	17,735	17,735	17,010
Insurance Benefits - Active Employees	25,583	25,035	25,035	33,128
Life Insurance	996	1,184	1,184	925
Retirement/Pension - Employee	-	7,923	7,923	-
Workman's Compensation	1,051	4,454	2,895	4,427
Employee Benefits Total	41,612	56,331	54,772	55,490
<u>Contracted Services</u>				
Printing In-House	299	250	250	250
Contracted Services Total	299	250	250	250
<u>Supplies & Materials</u>				
Office Supplies	1,660	2,000	2,000	2,000
Supplies & Materials Total	1,660	2,000	2,000	2,000
<u>Other Operating Expenses</u>				
Local Travel - Per Mile Basis	-	100	100	100
Other Operating Expenses Total	-	100	100	100
Total UNRESTRICTED	\$ 277,649	\$ 337,005	\$ 335,446	\$ 334,468
TOTAL OPERATING EXPENDITURES	\$ 277,649	\$ 337,005	\$ 335,446	\$ 334,468

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
32001	Supporting Services	334,468
TOTAL OPERATING EXPENDITURES		\$ 334,468

Building Services

Budget Accountability: Sam Stefanelli, Director

MISSION

To provide custodial services, preventive maintenance, real estate services, and maintenance services to students, schools and administrative personnel in order to provide clean, healthy, and safe work environments. We strive to minimize disruptions to instructional time due to the failure of equipment and building systems.

SUPPORTING THE STRATEGIC PLAN

- Support Safe and Supportive Environments by ensuring all environments are inviting, welcoming and healthy which creates uninterrupted facilities supportive of highly effective teaching.
- Support Organizational Effectiveness by ensuring that building services operations are judiciously planned, prioritized, and managed to maximize resources and provide support to schools and the classroom.

CORE SERVICES

- Improve program prioritization, accountability and monitoring
- Provide outstanding customer service
- Provide safe and supportive environments

EXPECTED OUTCOMES

- By June 30, 2021, reduce the average days to complete a work order from 105 to 100 days.
- By June 30, 2021, increase the ratio of completed preventative maintenance work orders to corrective maintenance from 6% to 12%.
- By June 30, 2021, 100% of schools will receive 70% or better on their semi-annual State inspections.

DISCRETIONARY SPENDING PLAN

Salaries & Wages support funding for summer interns as well as overtime for employees.

Contracted Services support various contractual obligations such as School Dude yearly renewal; inspection, repair and maintenance of: elevators and lifts, athletic fields at various middle and high schools, underground storage tanks, and fire extinguishers; and HVAC contractor services at various locations and monthly service contracts, as well as asbestos abatement and removal.

Supplies & Materials support office supplies and necessary maintenance supplies and materials used in the daily operations of the department.

Other Operating Costs support local mileage reimbursement for off-site meetings, registration for staff to attend conferences, mandated fees and licenses, as well as utilities for Central offices.

Operating Budget Staffing by Position

Building Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
<u>UNRESTRICTED</u>				
Admin Support Specialist	1.00	1.00	1.00	1.00
Admin Support Technician	5.00	5.00	5.00	5.00
Assistant Building Supervisor	1.00	1.00	1.00	1.00
Auxiliary Building Supervisor	21.00	21.00	21.00	21.00
Building Supervisor	7.00	7.00	8.00	8.00
Cleaner	12.50	12.50	13.50	13.50
Clerk	3.00	3.00	3.00	3.00
Coordinating Manager	1.00	1.00	0.00	0.00
Custodial Equipment Mechanic	3.00	3.00	3.00	3.00
Custodial Equipment Operator	1.00	1.00	1.00	1.00
Director	1.00	1.00	1.00	1.00
Equipment Operator	21.00	21.00	21.00	21.00
Financial Analyst	1.00	1.00	1.00	1.00
Journeyman	141.00	141.00	141.00	141.00
Laborer	3.00	3.00	3.00	3.00
Licensed Journeyman	34.00	34.00	34.00	34.00
Licensed Trades Supervisor	6.00	6.00	6.00	6.00
Maintenance Coordinator	7.00	7.00	7.00	7.00
Maintenance Planner	6.00	6.00	6.00	6.00
Night Cleaner Lead	5.00	5.00	6.00	6.00
Pest Controller	6.00	6.00	6.00	6.00
Secretary	9.00	9.00	9.00	9.00
Support Supervisor	2.00	2.00	2.00	2.00
Technical Resource Analyst	5.00	5.00	5.00	5.00
Trades Helper	29.00	29.00	29.00	29.00
Trades Supervisor	14.00	14.00	14.00	14.00
Truck Driver	7.00	7.00	7.00	7.00
Total UNRESTRICTED	352.50	352.50	354.50	354.50
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TOTAL OPERATING STAFFING	352.50	352.50	354.50	354.50

Operating Budget Expenditures by Object / Sub-Object

Building Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
<u>UNRESTRICTED</u>				
<u>Salaries & Wages</u>				
Drivers of Vehicles	455,096	431,842	431,842	438,273
Grievance Settlements	49,736	-	-	-
Laborers, Unskilled	1,172,589	1,512,197	1,512,197	1,590,508

Building Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
<u>UNRESTRICTED</u>				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	1,747,000	2,295,772	2,295,772	2,368,031
Other Stipends	1,135	-	-	-
Other Support Staff	310,955	354,708	354,708	370,205
Overtime	6,534,059	4,083,428	6,329,963	3,935,115
Secretaries and Clerks	663,950	742,708	742,708	757,137
Service Worker	2,229,717	2,270,896	2,270,896	2,616,593
Sick and Safe Leave - Temporary Employees	12,576	-	-	-
Skilled Crafts	14,257,129	15,820,969	15,220,969	16,499,411
Summer Assignment	117,235	128,610	128,610	64,305
Support Staff	-	158,077	158,077	158,077
Temp Custodian	2,043,084	1,868,691	437,967	1,868,691
Temp Office Worker	2,300	3,000	3,000	3,000
Terminal Leave Payout	206,115	-	-	-
Unrestricted Unallocated Full-Time	64,181	-	-	-
<i>Salaries & Wages Total</i>	29,866,857	29,670,898	29,886,709	30,669,346
<u>Employee Benefits</u>				
FICA /Medicare	1,920,818	1,962,864	1,962,864	2,016,957
Insurance Benefits - Active Employees	3,392,190	3,602,891	3,602,891	3,755,628
Life Insurance	87,265	99,765	99,765	82,470
Retirement/Pension - Employee	1,765,414	2,018,559	2,018,559	2,240,944
Workman's Compensation	552,300	411,936	368,728	427,910
<i>Employee Benefits Total</i>	7,717,985	8,096,015	8,052,807	8,523,909
<u>Contracted Services</u>				
Asbestos Removal & Related Testing	646,281	550,000	1,450,000	750,000
Lease/Purchases - Energy Management	9,806,527	10,008,880	10,008,880	6,983,999
M&R Buildings	6,729,999	3,058,702	3,558,702	2,964,484
M&R Equipment	370,267	48,280	48,280	48,280
M&R of Vehicle Insurance Related	-	190,000	190,000	-
M&R Vehicles	2,591,079	3,479,741	3,279,741	3,479,741
Other Contracted Services	1,661,448	3,068,304	8,317,447	2,899,554
Printing In-House	58,299	33,429	33,429	33,429
Professional Contracted Services	379,588	-	-	-
Software License	140,872	131,545	131,545	131,545
Technical Contracted Services	-	39,865	39,865	39,865
<i>Contracted Services Total</i>	22,384,360	20,608,746	27,057,889	17,330,897
<u>Supplies & Materials</u>				
Custodial Supplies	1,666,192	1,575,402	1,875,402	1,515,402
Maintenance Supplies	12,557,133	8,908,010	10,533,010	8,268,010
Office Supplies	10,758	8,100	8,100	7,100

Building Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Supplies & Materials

Other Misc. Supplies	233,554	334,000	334,000	334,000
Tool/Uniform Allotment - Reimbursement	51,095	70,000	70,000	70,000

Supplies & Materials Total	14,518,732	10,895,512	12,820,512	10,194,512
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Other Operating Expenses

Cellular Phones	65,000	22,360	57,360	22,360
Electricity	263,315	305,625	305,625	165,625
Fees Fines and Licenses	1,569,650	961,655	961,655	961,655
Fuel Oil	58,389	1,363,235	60,235	1,088,235
Local Travel - Per Mile Basis	3,901	5,248	5,248	1,813
Natural Gas	574,423	305,000	305,000	260,000
Non-Local Travel Expenses	20,025	25,000	16,645	25,000
Other Travel Related Expenditures	343	-	-	-
Propane Gas	21,703	267,000	67,000	201,000
Registration Fees	2,993	900	650	900
Water and Sewage	26,856	528,152	528,152	528,152

Other Operating Expenses Total	2,606,598	3,784,175	2,307,570	3,254,740
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Capital Outlay

Buildings & Additions	-	-	3,900,000	2,900,000
Misc. Other Equip Over \$499	131,292	426,981	876,981	497,332

Capital Outlay Total	131,292	426,981	4,776,981	3,397,332
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Total UNRESTRICTED	\$ 77,225,825	\$ 73,482,327	\$ 84,902,468	\$ 73,370,736
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RESTRICTED

Salaries & Wages

Overtime	-	-	1,786,309	-
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Salaries & Wages Total	-	-	1,786,309	-
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Employee Benefits

FICA /Medicare	-	-	136,652	-
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Workman's Compensation	-	-	35,726	-
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Employee Benefits Total	-	-	172,378	-
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Contracted Services

Technical Contracted Services	-	-	536,000	552,400
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Contracted Services Total	-	-	536,000	552,400
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Supplies & Materials

Maintenance Supplies	-	-	1,084,601	-
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Supplies & Materials Total	-	-	1,084,601	-
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Building Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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RESTRICTED

Other Operating Expenses

Electricity	-	-	92,137	
Fuel Oil		-	33,201	
Natural Gas		-	137,142	
Other Miscellaneous Expense		-	1,983,000	828,600
Propane Gas		-	753	
Water and Sewage		-	56,461	
Other Operating Expenses Total	-	-	2,302,694	828,600

Capital Outlay

Misc. Other Equip Over \$499	46,706	-	40,000	-
Capital Outlay Total	46,706	-	40,000	-

Total RESTRICTED \$ 46,706 \$ - \$ 5,921,982 \$ 1,381,000

TOTAL OPERATING EXPENDITURES \$ 77,272,531 \$ 73,482,327 \$ 90,824,450 \$ 74,751,736

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
32030	Maintenance	31,862,326
32032	Building Services - Preventative Maintenance	643,437
32033	Building Services - Electric Shop	4,863,515
32034	Building Services - Paint Shop	2,523,516
32035	Building Services - Refuse Shop	589,891
32036	Building Services - Roofing/Sheet Metal	2,697,105
32037	Building Services - Grounds Shop	5,288,854
32038	Building Services - Carpenter Shop	4,419,471
32039	Building Services - Plumbing/HVAC Shop	8,687,197
32040	Plant Operations	10,614,134
35245	Environmental and Safety Office	2,562,290
TOTAL OPERATING EXPENDITURES		\$ 74,751,736

Program Enhancement

Building Services	FTE	Position Costs	Discretionary Funds	Total Cost
Maintenance Contracts	27.50	\$ 1,682,147	\$ 3,345,351	\$ 5,027,498
Supports weekend staffing to enable high schools the ability to operate seven days per week and ensure proper maintenance.				
TOTAL PROGRAM ENHANCEMENT	27.50	\$ 1,682,147	\$ 3,345,351	\$ 5,027,498

Capital Programs

Budget Accountability: Shawn A. Matlock, Director

MISSION

To deliver improved educationally appropriate and correctly sized physical facilities to the Prince George's County Public Schools community in order to provide sustainable, safe and healthy environments conducive to teaching and learning.

SUPPORTING THE STRATEGIC PLAN

- Support organizational effectiveness by ensuring that school facilities support educational programs and are sized appropriately for their projected enrollment.
- Maximize the impact and reach of limited capital funding to improve the quality of PGCPs learning environments.

CORE SERVICES

- Plan, design, and implement capital improvement projects.
- Develop an annual six-year Capital Improvement Program.
- Develop an annual Long-Range Educational Facility Master Plan.

EXPECTED OUTCOMES

- By June 30, 2021, begin construction on William Wirt Middle School and the New Glenridge Area Middle School in order to reduce overcrowded middle school by 1400 seats by August 2023 (dependent upon the Interagency Committee (IAC) on School Construction approval).
- By June 30, 2021, increase the amount of annual spending of the approved CIP budget from 65% to 67% (\$125M) to provide evidence that projects are starting timely and moving towards completion.
- By June 30, 2021, complete 90% of projects designated as "Summer Time Projects."

DISCRETIONARY SPENDING PLAN

Note: The majority of Capital Programs' staffing and expenditures is supported by non-operating funds. Please refer to the Supplemental Information section of this document for Non-operating budget details.

Operating Budget Staffing by Position

Capital Programs	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	2.00	2.00	1.00	1.00
Total UNRESTRICTED	2.00	2.00	1.00	1.00
TOTAL OPERATING STAFFING				
	2.00	2.00	1.00	1.00

Operating Budget Expenditures by Object / Sub-Object

Capital Programs	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	113,289	202,881	202,881	101,609
Overtime	495,393	-	922,644	-
Salaries & Wages Total	608,682	202,881	1,125,525	101,609
<u>Employee Benefits</u>				
FICA /Medicare	8,803	15,522	15,522	7,774
Insurance Benefits - Active Employees	9,987	14,890	14,890	15,927
Life Insurance	510	864	864	340
Retirement/Pension - Employee	10,442	18,261	18,261	9,531
Workman's Compensation	627	3,247	2,111	1,626
Employee Benefits Total	30,368	52,784	51,648	35,198
Total UNRESTRICTED	\$ 639,050	\$ 255,665	\$ 1,177,173	\$ 136,807
TOTAL OPERATING EXPENDITURES				
	\$ 639,050	\$ 255,665	\$ 1,177,173	\$ 136,807

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
32010	Capital Programs	136,807
TOTAL OPERATING EXPENDITURES		\$ 136,807

Food & Nutrition Services

Budget Accountability: Joan Shorter, Director

MISSION

To provide Meal Service Management for students, staff, schools, administration, parents and the community by providing a variety of high quality, nutritious meals at affordable prices and provide relevant nutrition education materials to enhance student's ability to learn..

SUPPORTING THE STRATEGIC PLAN

- Support Safe and Supportive Environments by promoting healthy life styles and to ensure all students have access to nutritious meals.
- Support Organizational Effectiveness by ensuring maximization of resources and meal programs to support schools.

CORE SERVICES

- Provide nutritious meals to all students
- Provide exceptional customer service
- Provide nutrition education in schools

EXPECTED OUTCOMES

- By June 30, 2021, enhance the Newsletter and Multimedia nutrition and wellness projects to expand its marketing campaign and digital reach.
- By June 30, 2021, conduct two (2) comprehensive surveys among high school students.
- By June 30, 2021, increase the number of employees with Certified Food Managers Card from (206) to (216) by 5% increase by offering all qualified food service candidates quarterly Food Safety Manager Certification classes.

DISCRETIONARY SPENDING PLAN

Capital Outlay supports the purchase/replacement of cafeteria equipment and furniture.

NOTE: The majority of Food & Nutrition Services' staffing and expenditures is supported by non-operating funds. Please refer to the Supplemental Information section of this document for Non-operating budget details.

Operating Budget Expenditures by Object / Sub-Object

Food & Nutrition Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Overtime	277	-	351	-
Salaries & Wages Total	277	-	351	-
<u>Supplies & Materials</u>				
Maintenance Supplies	(217)	-	-	-
Supplies & Materials Total	(217)	-	-	-
Total UNRESTRICTED	\$ 60	\$ -	\$ 351	\$ -
RESTRICTED				
<u>Salaries & Wages</u>				
2nd Assignment - Support	(900)	-	-	-
Other	-	-	216,039	-
Other Stipends	2,394	-	-	-
Salaries & Wages Total	1,494	-	216,039	-
<u>Employee Benefits</u>				
FICA /Medicare	114	-	-	-
Employee Benefits Total	114	-	-	-
<u>Contracted Services</u>				
<u>Supplies & Materials</u>				
Non-Catered Misc. Food Supplies	3,405	-	505,048	-
Other Misc. Supplies	-	-	18,000	-
Supplies & Materials Total	3,405	-	523,048	-
<u>Other Operating Expenses</u>				
Local Travel - Per Mile Basis	140	-	-	-
Other Operating Expenses Total	140	-	-	-
<u>Capital Outlay</u>				
Cafeteria Equipment & Furniture	80,301	-	45,297	9,979
Capital Outlay Total	80,301	-	45,297	9,979
Total RESTRICTED	\$ 85,454	\$ -	\$ 784,384	\$ 9,979
TOTAL OPERATING EXPENDITURES	\$ 85,514	\$ -	\$ 784,735	\$ 9,979

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
32020	Food & Nutrition Services	9,979
TOTAL OPERATING EXPENDITURES		\$ 9,979

Transportation & Central Garage Services

Budget Accountability: Rudolph Saunders, Jr., Director

MISSION

To deliver efficient transportation and fleet services that enable all students to arrive at their destination safely and on-time every day. Transportation services should be an integral asset to student's educational experience.

SUPPORTING THE STRATEGIC PLAN

- Support safe and supportive environments by providing safe transportation and reliable fleet services.
- Support organizational effectiveness through improved communications and customer service that helps parents and stakeholders.

CORE SERVICES

- Promote a safe and supportive environment on school buses and in offices
- Maintain a safe and reliable school bus fleet
- Be proactive and responsive in communications with stakeholders

EXPECTED OUTCOMES

- By June 30, 2021, improve on time transportation performance by decreasing the number of late bus arrivals by 10% from 20.8% to 18.7% (morning) and 30.3% to 27.3% (evening).
- By June 30, 2021, improve overall transportation customer support and vehicle maintenance needs by the reduction of the numbers of vacant positions in support-based positions by 10% from 161 (as of June 30, 2020) to 145.
- By June 30, 2021, the Department of Transportation & Central Garage will improve fiscal management and budgetary considerations by reducing overtime costs by 10% from \$10,147,813.65 (FY 2020) to \$9,133,032.29 (FY 2021).

DISCRETIONARY SPENDING PLAN

Salaries & Wages support temporary personnel to staff the customer service call center (Phone Bank) for first four to six weeks of school to handle the volumes of calls received.

Contracted Services support required drug and alcohol testing services, and the HERE COMES THE BUS software application.

Supplies & Materials support materials and food required for mandated transportation training and in-service days.

Other Operating Costs support conferences and travel fees for select staff to attend training and conferences with a focus on special education services.

Capital Outlay supports replacement and enhancements of bus cameras, and hard drives.

Operating Budget Staffing by Position

Transportation & Central Garage	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	2.00	4.00	4.00	4.00
Admin Support Technician	10.00	10.00	10.00	10.00
Assistant Foreman	13.00	13.00	13.00	13.00
Auxiliary Bus Driver	21.00	21.00	21.00	21.00
Bus Driver	1,085.80	1,079.30	1,079.30	1,079.30
Bus Driver Foreman	12.00	12.00	12.00	12.00
Bus Driver Trainer	13.00	13.00	13.00	13.00
Clerk	8.00	8.00	8.00	12.00
Director	1.00	1.00	1.00	1.00
Dispatcher	2.00	2.00	2.00	2.00
Secretary	5.00	5.00	5.00	5.00
Support Supervisor	9.00	9.00	9.00	9.00
Technical Resource Analyst	1.00	1.00	1.00	1.00
Transportation Attendant	302.97	302.97	302.97	302.97
Total UNRESTRICTED	1,485.77	1,481.27	1,481.27	1,485.27
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TOTAL OPERATING STAFFING	1,485.77	1,481.27	1,481.27	1,485.27

Operating Budget Expenditures by Object / Sub-Object

Transportation & Central Garage	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Salaries & Wages				
2250 Attendance Stipend	477,540	-	-	-
2nd Assignment - Support	130,077	-	-	-
Drivers of Vehicles	40,336,721	44,447,442	44,447,442	45,877,204
Grievance Settlements	111,160	-	-	-
Laborers, Unskilled	101	-	-	-
Non-Discretionary Other Aide	275,804	-	400,000	-
Other Admin/Professionals/Specialists	1,282,438	1,639,146	1,639,146	1,791,144
Other Aides	7,492,697	8,744,427	8,744,427	8,882,424
Other Stipends	290	-	-	-
Other Support Staff	727,837	771,979	771,979	755,799
Overtime	7,016,951	2,770,432	7,670,432	2,567,432
Secretaries and Clerks	540,742	604,576	604,576	786,749
Sick and Safe Leave - Temporary Employees	18,933	-	-	-
Substitute Bus Driver	395,253	536,228	536,228	536,228
Substitute Teacher	5,181	-	-	-
Substitute Transport Attendant	1,505,348	1,963,865	1,963,865	1,963,865

Transportation & Central Garage	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Salaries & Wages

Summer Assignment	2,553	2,800	2,800	2,800
Support Staff	1,885	-	-	-
Temp Bus Driver	54	-	-	-
Temp Custodian	3,065	-	-	-
Temp Office Worker	339,630	37,000	337,000	37,000
Terminal Leave Payout	430,040	-	-	-
Unrestricted Unallocated Full-Time	14,305	-	-	-

Salaries & Wages Total	61,108,607	61,517,895	67,117,895	63,200,645
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Employee Benefits

FICA /Medicare	4,718,727	4,111,880	4,111,880	4,238,935
Insurance Benefits - Active Employees	9,315,071	10,389,109	10,389,109	10,724,607
Life Insurance	205,219	239,624	239,624	194,723
Retirement/Pension - Employee	3,372,407	4,086,488	4,086,488	4,341,682
Workman's Compensation	4,193,290	940,559	871,493	970,870

Employee Benefits Total	21,804,714	19,767,660	19,698,594	20,470,817
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Contracted Services

Catering Services	7,070	-	-	-
Lease/Purchases - Non-Energy	16,985,746	10,849,118	18,669,924	7,729,830
M&R of Vehicle Insurance Related	402,746	386,000	686,000	386,000
M&R Vehicles	23,300,006	23,351,088	23,926,439	23,425,115
Other Contracted Services	241,524	250,000	250,000	250,000
Printing In-House	52,120	26,438	26,438	26,438
Rental of Buildings	849,940	787,526	787,526	787,526
Rental of Vehicles	391,221	-	386,500	-
School Activity Transportation	-	41,976	41,976	40,176
Software License	480,405	750,000	750,000	750,000
Transport Handicap Nonpublic	1,720	-	-	-

Contracted Services Total	42,712,498	36,442,146	45,524,803	33,395,085
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Supplies & Materials

Office Supplies	26,862	26,988	26,988	26,988
Other Misc. Supplies	2,802	54,396	54,396	54,396
Postage and Delivery	-	563	563	-
Staff Development Supplies	325	-	-	-

Supplies & Materials Total	29,988	81,947	81,947	81,384
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Other Operating Expenses

Cellular Phones	89,666	26,000	26,000	26,000
Dues & Subscriptions	-	1,000	1,000	1,000
Electricity	95,249	85,000	85,000	85,000
Fees Fines and Licenses	(12,898)	-	-	-

Transportation & Central Garage	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Other Operating Expenses

Natural Gas	47,618	50,000	50,000	50,000
Non-Local Travel Expenses	3,321	2,500	2,500	2,500
Propane Gas	460	2,000	2,000	2,000
Water and Sewage	32,501	40,000	40,000	40,000
Other Operating Expenses Total	255,918	206,500	206,500	206,500

Capital Outlay

Misc. Other Equip Over \$499	-	-	100,000	100,000
Motor Vehicles - School Buses	112,200	915,500	829,000	915,500
Capital Outlay Total	112,200	915,500	929,000	1,015,500

Total UNRESTRICTED \$ 126,023,925 \$ 118,931,648 \$ 133,558,739 \$ 118,369,931

RESTRICTED

Salaries & Wages

Other Stipends	-	-	225,866	225,866
Substitute Bus Driver	-	-	4,876	4,876
Substitute Transport Attendant	-	-	64,428	64,428
Salaries & Wages Total	-	-	295,170	295,170

Employee Benefits

FICA /Medicare	-	-	24,187	22,582
Workman's Compensation	-	-	-	4,724
Employee Benefits Total	-	-	24,187	27,306

Total RESTRICTED \$ - \$ - \$ 319,357 \$ 322,476

TOTAL OPERATING EXPENDITURES \$ 126,023,925 \$ 118,931,648 \$ 133,878,096 \$ 118,692,407

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
32101	Transportation & Central Garage	12,969,842
32110	Bus Lot Operations	104,421,065
32120	Central Garage Services	1,301,500
TOTAL OPERATING EXPENDITURES		\$ 118,692,407

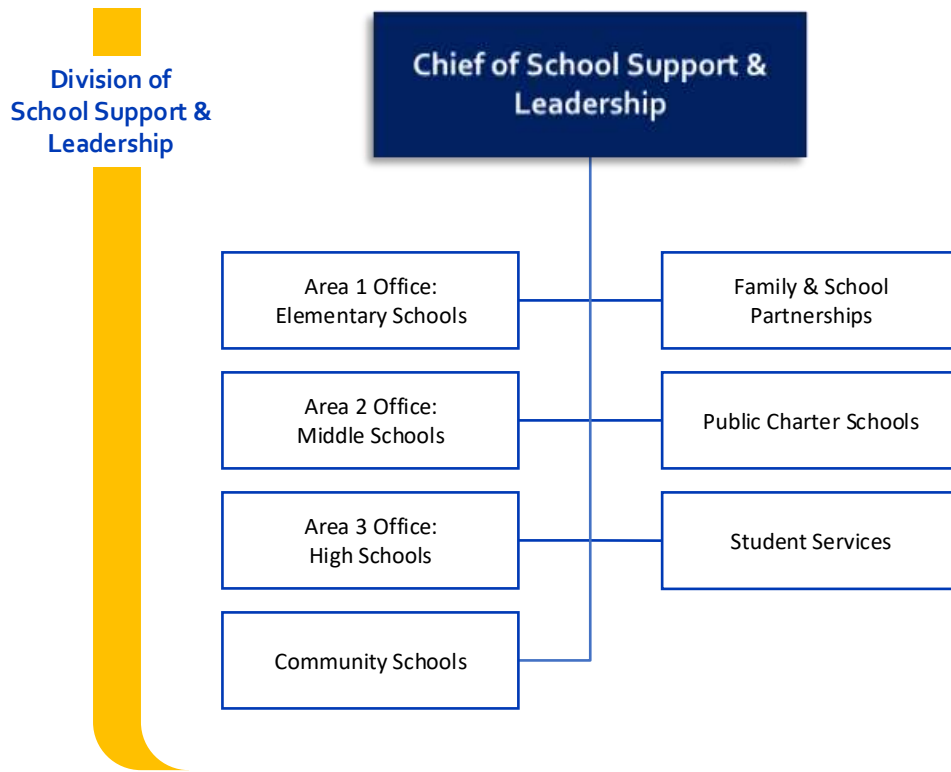
Program Enhancement

Transportation & Central Garage Services	FTE	Position Costs	Discretionary Funds	Total Cost
Phone Bank	4.00	\$ 253,951	\$ -	\$ 253,951

Supports 4.00 Data Entry Clerk positions to improve customer service.

TOTAL PROGRAM ENHANCEMENT	4.00	\$ 253,951	\$ -	\$ 253,951
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Organization Summary

Organization	FY 2021	FY 2021
	Approved FTE	Approved Funding
Chief of School Support & Leadership	3.00	\$ 648,325
Area Offices	296.00	50,407,257
Community Schools	6.00	5,754,943
Family & School Partnerships	5.00	709,195
Public Charter Schools	2.00	378,776
Student Services	450.12	53,414,511
TOTAL OPERATING STAFFING & EXPENDITURES	762.12	\$ 111,313,007

Chief of School Support & Leadership

Budget Accountability: Helen Coley, Chief

MISSION

To provide evidence-based professional learning and monetary support to elementary, middle and high schools; and to solidify structures and systems which ultimately lead to increased student achievement.

SUPPORTING THE STRATEGIC PLAN

- Academic Excellence: an intentional focus on academic excellence will be executed by the Area offices. Professional development will occur for Unit 1 employees as an extension of the regular school day. Data analysis systems will be utilized to ensure increased knowledge on effective data use.
- Operational Effectiveness: scheduled Area Office retreats will occur mid and end-of-year to assess performance data.

CORE SERVICES

- Provide leadership and actionable feedback to Area Associate Superintendents to build principals' leadership and management capacities.
- Provide onsite support to school leaders through professional learning opportunities.
- Partner with other departments for the purpose of developing a School Performance Plan (SPP) tool.

EXPECTED OUTCOMES

- By June 30, 2021, a cross curricular team will convene to analyze, observe and collect data for one feeder school (Bridge to Excellence) pattern, with the purpose of identifying strategies to increase school performance.
- By June 30, 2021, 100% of Community Schools will have an in-house mental health therapist who will support the socio-emotional needs of students and families.
- By June 30, 2021, the number of schools that have established either a Parent Teacher Association (PTA) / Parent Teacher Organization (PTO) or an organized parent group will increase from 199 (96%) to 206 (100%).

DISCRETIONARY SPENDING PLAN

Salaries & Wages support content specific workshop pay for teachers hosted by the Area offices for schools.

Contracted Services support facility rental for four systemic Elementary Principals Meetings and two retreats for the leadership team of the Chief of School Support and Leadership.

Supplies & Materials support office supplies and staff development supplies used in daily operations of the office and professional development for staff.

Other Operating Costs support continued learning through attendance at conferences.

Operating Budget Staffing by Position

Chief of School Support & Leadership	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Administrative Secretary	1.00	1.00	1.00	1.00
Associate Superintendent	1.00	1.00	1.00	1.00
Officer	0.00	0.00	0.00	1.00
Total UNRESTRICTED	2.00	2.00	2.00	3.00
TOTAL OPERATING STAFFING	2.00	2.00	2.00	3.00

Operating Budget Expenditures by Object / Sub-Object

Chief of School Support & Leadership	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	193,710	205,521	205,521	352,495
Other Stipends	42	-	-	-
Secretaries and Clerks	90,502	104,469	104,469	109,470
Unrestricted Unallocated Full-Time	(364)	-	-	-
Workshop / Staff Development	-	10,516	10,516	7,000
Salaries & Wages Total	283,890	320,506	320,506	468,965
<u>Employee Benefits</u>				
FICA /Medicare	17,646	20,017	20,017	30,503
Insurance Benefits - Active Employees	21,643	23,094	23,094	32,865
Life Insurance	1,211	1,318	1,318	1,544
Retirement/Pension - Employee	-	-	-	12,873
Workman's Compensation	1,067	5,130	3,335	7,505
Employee Benefits Total	41,567	49,559	47,764	85,290
<u>Contracted Services</u>				
Printing In-House	1,126	4,000	4,000	4,000
Professional Contracted Services	-	-	-	10,000
School Activity Transportation	-	-	11,000	-
Contracted Services Total	1,126	4,000	15,000	14,000
<u>Supplies & Materials</u>				
Awards and Recognition Certification	-	-	-	3,500
Non-Catered Misc. Food Supplies	188	6,021	157	-
Office Supplies	3,056	3,600	9,664	11,600
Other Misc. Supplies	16,304	-	-	-
Postage and Delivery	-	200	-	-
Staff Development Supplies	1,856	3,000	3,000	-
Supplies & Materials Total	21,403	12,821	12,821	15,100

Chief of School Support & Leadership	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Other Operating Expenses

Dues & Subscriptions	3,558	6,000	6,000	4,370
Local Travel - Per Mile Basis	-	-	-	100
Meetings, Conferences, Convention	44,202	60,000	60,000	54,000
Miscellaneous Other Expense	-	-	7,000	-
Non-Local Travel Expenses	5,475	18,200	4,463	5,000
Other Travel Related Expenditures	-	-	-	-
Registration Fees	1,845	3,800	1,500	1,500
Other Operating Expenses Total	55,079	88,000	78,963	64,970

Capital Outlay

Equipment Purchases Under \$500	544	-	-	-
Capital Outlay Total	544	-	-	-

Total UNRESTRICTED \$ 403,610 \$ 474,886 \$ 475,054 \$ 648,325

TOTAL OPERATING EXPENDITURES \$ 403,610 \$ 474,886 \$ 475,054 \$ 648,325

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
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42401	Chief of School Support & Leadership	648,325
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TOTAL OPERATING EXPENDITURES \$ 648,325

Area Associate Superintendents

Budget Accountability:

Kassandra Lassiter: Area 1 • David Curry: Area 2 • Carletta Marrow: Area 3

MISSION

To supervise and support schools on the implementation of strategic plans to improve student achievement for all students and to enhance lines of communication among schools, central offices, and parents and community stakeholders.

SUPPORTING THE STRATEGIC PLAN

- Optimize employee performance through effective coaching, evaluation, and professional development to support continuous learning and improvement of practice.
- Increase cross-functional collaboration and support to improve processes and service levels, establish performance standards, and increase instructional and operational effectiveness.

CORE SERVICES

- Supervise school administrators around their effective use of data to drive instructional decisions that improve overall school performance; relationships with parents and community stakeholders; and school operations.
- Supervise school administrators to ensure organizational clarity of PGCPs strategic direction and aligned execution of systemic priorities among all stakeholders.
- Supervise school administrators to ensure safe, secure, culturally responsive learning and working environments for every student, employee, and visitor of PGCPs.

EXPECTED OUTCOMES

- By June 30, 2021, principals will participate in scheduled professional learning sessions, increasing from 1 to 4, on observation and feedback processes.
- By June 30, 2021, Schoolstat data discussions will increase from 2 to 4, to review and assess SPP goal implementation and student achievement data.
- By June 30, 2021 increased instructional rounds, from 1 to 3, will be scheduled at Bridge to Excellence schools for the purpose of analyzing and collecting qualitative and quantitative data specific to school instructional practices and procedures.

DISCRETIONARY SPENDING PLAN

Salaries & Wages support part-time salaries for staff development/workshop pay for instructional staff and substitute funds to support coverage for lead teachers at small schools to attend professional work sessions lead by the Area office performance specialist staff.

Contracted Services support professional and technical services to support the Strategic Plan and Five Focus Areas, and in-house printing.

Supplies & Materials support administrative and operational needs of the office, as well as identified classroom needs; and supplies for training of instructional staff and food supplies for level alike meetings.

Other Operating Costs support expenses associated with local and non-local travel, membership dues to American Association of School Administrators, expenses for professional development workshops and materials.

Capital Outlay supports the replacement of classroom/office equipment, furniture and computers.

Operating Budget Staffing by Position

Area Offices	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
<u>UNRESTRICTED</u>				
Admin Support Specialist	4.00	4.00	4.00	5.00
Administrative Secretary	4.00	4.00	4.00	4.00
Assistant Principal	3.00	1.00	1.00	0.00
Associate Superintendent	3.00	3.00	3.00	3.00
Building Supervisor	4.00	4.00	4.00	4.00
Child Care Assistant	1.00	0.00	1.00	0.00
Cleaner	3.00	3.00	3.00	4.50
Coordinating Supervisor	1.00	1.00	1.00	1.00
Director	11.00	11.00	11.00	12.00
Financial Assistant	1.00	1.00	1.00	1.00
Guidance Counselor	15.00	15.00	15.00	13.00
In School Suspension Monitor	3.00	3.00	3.00	3.00
Instr Program Coordinator	1.00	1.00	1.00	1.00
Instructional Specialist	6.00	8.00	9.00	9.00
Instructional Supervisor	1.00	1.00	1.00	1.00
Media Specialist	4.00	4.00	4.00	4.00
Night Cleaner Lead	4.00	4.00	4.00	4.00
Other Classroom Teacher	2.00	2.00	2.00	2.00
Outreach Teacher	2.00	2.00	2.00	2.00
Paraprofessional Educator	7.00	7.00	7.00	8.00
Principal	9.00	13.00	14.00	12.00
Program Liaison	1.00	1.00	1.00	0.00
Program Specialist	5.00	5.00	5.00	4.00
Registered Nurse	1.00	1.00	1.00	1.00
Resource Teacher	13.00	15.00	15.00	15.00
Secondary Classroom Teacher	136.50	142.50	141.50	138.00
Secretary	28.00	28.00	28.00	25.00
Security Assistant	1.00	1.00	1.00	1.00
Social Service Worker	4.00	5.00	5.00	5.50
Testing Coordinator	5.00	5.00	5.00	6.00
Wing Coordinator	1.00	1.00	1.00	1.00
Total UNRESTRICTED	284.50	296.50	298.50	289.00
<u>RESTRICTED</u>				
Admin Support Specialist	0.00	0.00	3.00	3.00
In School Suspension Monitor	1.00	1.00	1.00	1.00
Paraprofessional Educator	3.00	5.00	5.00	3.00
Total RESTRICTED	4.00	6.00	9.00	7.00
TOTAL OPERATING STAFFING	288.50	302.50	307.50	296.00

Operating Budget Expenditures by Object / Sub-Object

Area Offices	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
<u>UNRESTRICTED</u>				
<u>Salaries & Wages</u>				
2nd Assignment - Instructional	2,772,896	2,514,046	1,798,936	2,699,051
2nd Assignment - Support	58,414	77,928	39,534	45,689
Assistant/Vice-Principal/Admin	285,460	102,686	102,686	-
Classroom Teacher	10,597,152	11,446,013	11,446,013	11,635,912
Coaches	4,447,904	3,756,253	3,756,253	3,756,253
Dedicated Aide	10,764	-	5,744	-
Extracurricular Advisors	370,061	-	55,000	-
Hourly Instructional	23,667	24,288	31,688	19,408
Librarian/Media Specialist	354,872	356,076	356,076	372,258
Lunch/Recess Monitor	12,452	-	-	-
Other Admin/Professionals/Specialists	4,336,578	4,722,413	4,763,413	5,272,554
Other Stipends	3,592	-	-	-
Other Support Staff	171,549	170,060	170,060	111,682
Other Teacher	3,282,303	3,513,955	3,513,955	3,611,922
Overtime	111,012	160,663	144,162	80,663
PGCEA Senior Teacher Differential	6,056	-	-	-
PGCEA Sp Ed Step 1 Pay Differential	39,057	-	-	-
Principal	1,316,585	1,866,037	1,866,037	1,858,412
School Nurses / Aides	-	90,876	90,876	95,452
Secretaries and Clerks	1,942,196	2,076,715	2,076,715	2,023,181
Service Worker	471,852	499,549	499,549	577,336
Sick and Safe Leave - Temporary Employees	113	-	-	-
Substitute Teacher	351,236	142,089	315,450	170,284
Summer Assignment	-	1,944	1,944	-
Summer Program Assignment	87,338	-	1,486,880	792,340
Support Staff	1,538	-	-	-
Teaching Aide	182,013	196,031	218,189	273,133
Technician	46,931	59,884	59,884	62,808
Temp Classroom Assistant	-	18,255	18,255	18,255
Temp Custodian	4,393	16,456	19,139	1,000
Temp Office Worker	7,383	-	2,903	-
Temp Security	137	42,271	42,271	36,271
Temp Security Monitor	-	21,534	-	21,534
Terminal Leave Payout	155,413	-	-	-
Unrestricted Unallocated Full-Time	53,265	-	-	-
Workshop / Staff Development	132,475	295,528	224,702	208,640
Salaries & Wages Total	31,636,658	32,171,550	33,106,314	33,744,038

Area Offices	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
<u>UNRESTRICTED</u>				
<u>Employee Benefits</u>				
FICA /Medicare	1,962,480	2,411,349	2,413,044	2,509,757
Insurance Benefits - Active Employees	2,786,612	2,874,048	2,882,048	2,956,401
Life Insurance	93,406	106,837	106,931	86,656
Retirement/Pension - Employee	149,070	196,136	196,136	235,943
Retirement/Pension - Teachers	3,972	-	-	-
Workman's Compensation	122,622	512,351	344,162	538,807
<i>Employee Benefits Total</i>	5,118,162	6,100,721	5,942,321	6,327,564
<u>Contracted Services</u>				
Advertising & Other Costs	10,860	5,000	5,000	5,000
Catering Services	2,100	15,000	15,000	24,500
Commencement Expenses	528,222	677,544	677,544	677,544
Food Service - Catering	250	-	-	-
Instructional Contracted Services	1,658,811	2,287,377	2,287,377	2,495,014
M&R Equipment	705	471,960	471,960	451,560
Other Contracted Services	93,974	60,337	60,337	89,500
Other Transfers	1,474,311	1,122,898	1,522,898	1,522,898
Outside Printing	22,179	1,500	1,500	-
Printing In-House	329,514	199,924	209,924	199,924
Professional Contracted Services	963,426	530,690	527,766	284,275
School Activity Transportation	456,281	977,161	811,368	735,606
Software License	32,684	78,170	78,170	25,170
Technical Contracted Services	1,041,621	1,119,384	1,119,384	1,139,384
<i>Contracted Services Total</i>	6,614,937	7,546,945	7,788,228	7,650,375
<u>Supplies & Materials</u>				
Awards and Recognition Certification	38,474	13,868	15,668	14,299
Classroom Teacher Supplies	256,378	313,854	354,222	220,849
Custodial Supplies	5,943	7,450	7,450	7,450
Health Supplies	920	2,650	2,650	4,350
Non-Catered Misc. Food Supplies	15,915	-	-	-
Office Supplies	462,986	128,641	123,197	92,205
Other Misc. Supplies	762,989	293,487	298,987	223,918
Postage and Delivery	1,853	6,095	6,095	3,433
Staff Development Supplies	30,034	27,921	31,421	20,988
Student Supplies	39,159	111,764	111,764	107,264
Testing Supplies & Materials	-	3,750	3,750	3,750
Textbooks	261,546	168,750	168,750	168,750
<i>Supplies & Materials Total</i>	1,876,196	1,078,230	1,123,954	867,256
<u>Other Operating Expenses</u>				
Auto Liability-Self Insurance	1,000	-	-	-
Dues & Subscriptions	14,335	26,661	43,242	18,507
Electricity	82,406	165,000	165,000	165,000

Area Offices	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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UNRESTRICTED

Other Operating Expenses

Field Trip Expense Non-Transportation	475	1,000	1,000	1,000
Fuel Oil	34,538	85,000	85,000	85,000
Interscholastic Athletics	89,776	34,000	34,000	34,000
Local Travel - Per Mile Basis	32,748	30,501	39,501	43,603
Meeting Expense	35,164	75,269	62,169	46,076
Natural Gas	74,074	80,000	80,000	80,000
Non-Local Travel Expenses	65,492	204,960	36,794	49,668
Other Miscellaneous Expense	616,194	553,000	553,000	553,000
Other Travel Related Expenditures	453	500	72	300
Propane Gas	33,279	25,000	25,000	25,000
Registration Fees	54,369	169,745	22,467	66,995
Water and Sewage	26,618	50,000	50,000	50,000
Other Operating Expenses Total	1,160,921	1,500,636	1,197,245	1,218,149

Capital Outlay

Classroom Equipment & Furniture	452,078	109,500	109,500	29,728
Computers - Instructional	406,286	321,837	321,837	84,951
Computers - Non-Instructional	10,844	18,400	52,400	6,900
Equipment Purchases Under \$500	33,895	1,500	1,500	1,500
Office Furniture & Equipment	5,387	-	-	-
Security Alarm Systems	7,182	4,000	4,000	3,000
Capital Outlay Total	915,673	455,237	489,237	126,079

Total UNRESTRICTED \$ 47,322,547 \$ 48,853,319 \$ 49,647,299 \$ 49,933,461

RESTRICTED

Salaries & Wages

2nd Assignment - Instructional	-	-	18,470	-
2nd Assignment - Support	-	-	13,206	-
Extracurricular Advisors	-	-	5,540	-
Hourly Instructional	-	-	2,124	-
Other Admin/Professionals/Specialists	-	-	-	133,932
Other Support Staff	1,278	35,392	-	37,201
Other Stipends	1,925	-	-	-
Substitute Teacher	443	-	-	-
Teaching Aide	132,495	194,347	195,885	136,828
Workshop / Staff Development	600	-	20,021	17,250
Salaries & Wages Total	136,742	229,739	255,246	325,211

Employee Benefits

FICA /Medicare	8,902	17,576	19,468	24,883
Insurance Benefits - Active Employees	30,044	53,739	32,426	56,989
Life Insurance	494	979	833	1,033

Area Offices	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
RESTRICTED				
<u>Employee Benefits</u>				
Retirement/Pension - Employee	-	5,607	15,345	18,982
Retirement/Pension - Teachers	18,622	25,837	4,507	27,141
Workman's Compensation	675	3,679	3,355	5,208
Employee Benefits Total	58,737	107,417	75,934	134,236
<u>Contracted Services</u>				
Catering Services	-	-	24,174	-
Instructional Contracted Services	-	-	25,950	9,000
Other Contracted Services	-	-	22,567	1,000
Professional Contracted Services	-	-	45,000	-
School Activity Transportation	-	-	21,995	-
Software License	-	-	300,000	-
Technical Contracted Services	-	-	13,235	-
Contracted Services Total	-	-	452,921	10,000
<u>Supplies & Materials</u>				
Classroom Teacher Supplies	-	-	16,000	-
Non-Catered Misc. Food Supplies	136	-	14,264	1,900
Office Supplies	-	-	10,200	-
Other Misc. Supplies	-	-	4,850	-
Staff Development Supplies	-	-	7,106	2,106
Student Supplies	-	-	36,738	-
Supplies & Materials Total	136	-	89,158	4,006
<u>Other Operating Expenses</u>				
Dues & Subscriptions	-	-	756,250	-
Fees Fines and Licenses	-	-	-	-
Field Trip Expense Non-Transportation	-	-	375	-
Non-Local Travel Expenses	-	-	6,000	-
Non-Local Travel Lodging	-	-	13,487	-
Non-Local Travel Related Meals	-	-	2,026	-
Non-Local Travel Transportation	-	-	11,763	-
Registration Fees	-	-	9,984	-
Other Operating Expenses Total	-	-	799,885	-
<u>Capital Outlay</u>				
Athletic Equipment	20,000	-	20,000	-
Equipment Purchases Under \$500	-	-	10,000	-
Misc. Other Equip Over \$499	1,757	-	343	343
Capital Outlay Total	21,757	-	30,343	343
Total RESTRICTED	\$ 217,373	\$ 337,156	\$ 1,703,487	\$ 473,796
TOTAL OPERATING EXPENDITURES	\$ 47,539,920	\$ 49,190,475	\$ 51,350,786	\$ 50,407,257

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
00303	Croom High School	3,465,808
00705	Tall Oaks High School	2,863,950
01350	Academy of Health Sciences	6,447,880
01352	International High School - Largo	4,159,819
01732	International High School - Langley Park	4,273,731
42151	Athletics	7,077,289
42430	Incarcerated Youth Program (IYP)	669,453
42431	Community Based Classroom	985,920
42432	Evening High School	3,539,729
42440	Green Valley Academy	3,723,300
42441	Annapolis Road Academy	2,524,070
48011	Area 1 Office: Elementary Schools	2,638,822
48012	Area 2 Office: Middle Schools	2,043,813
48610	Area 3 Office: High Schools	5,993,673
TOTAL OPERATING EXPENDITURES		\$ 50,407,257

Community Schools Office

Budget Accountability: Ingrid Williams-Horton, Director

MISSION

To provide support and services to schools endeavoring designation as a PGCPs-recognized Community School wherein students and parents of participating schools have access to wrap around services which promote strategic alignment to their overall social, emotional and academic wellbeing.

SUPPORTING THE STRATEGIC PLAN

- Support Family and Community Engagement by promoting opportunities for working with parents and families through meaningful activities that build the capacity of parents to support their children educationally.
- Support Academic Excellence by working with schools to enhance their academic programs to ensure students' academic needs are being enhanced through wrap around programs and integrated social supports services.

CORE SERVICES

- Design, implement and monitor comprehensive strategic plans that remove barriers to student academic success and provides targeted cross-governmental resources to students and families.
- Institute and monitor structures for interagency collaboration, communication and execution of efforts to meet the physical, emotional, mental and social needs of participating students and families.
- Provide expanded and unique learning opportunities that develop cognitive, social, emotional, physical and civic competencies of students.

EXPECTED OUTCOMES

- By June 30, 2021, 100% of Community schools will have a Parent/Guardian Resource Center designed to support the provision of parental engagement.
- By January 31, 2021, 100% of Community schools will have an in-house mental health therapist who will support the socio-emotional needs of students and families.
- By June 30, 2021, 100% of Community schools will have an established Steering Committee.

DISCRETIONARY SPENDING PLAN

Salary & Wages support 2nd assignments for summer employment of pupil personnel workers and school nurses who support parents and students through the registration of students and home visits.

Supplies & Materials support purchasing of office supplies that will be used by the staff for Community Schools.

Other Operating Costs support local travel for offsite meetings, attendance at conferences related to Community Schools that the staff will need to attend.

Operating Budget Staffing by Position

Community Schools	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Director	1.00	1.00	1.00	1.00
Instructional Specialist	0.00	4.00	4.00	4.00
Secretary	1.00	1.00	1.00	1.00
Total UNRESTRICTED	2.00	6.00	6.00	6.00
TOTAL OPERATING STAFFING				
	2.00	6.00	6.00	6.00

Operating Budget Expenditures by Object / Sub-Object

Community Schools	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	132,091	601,999	601,999	646,495
Secretaries and Clerks	6,634	72,176	72,176	70,096
Salaries & Wages Total	138,726	674,175	674,175	716,591
<u>Employee Benefits</u>				
FICA /Medicare	7,770	49,435	49,435	52,337
Insurance Benefits - Active Employees	5,793	48,282	48,282	70,671
Life Insurance	594	2,866	2,866	2,396
Retirement/Pension - Employee	11,990	21,568	21,568	28,439
Workman's Compensation	766	10,788	7,012	11,469
Employee Benefits Total	26,912	132,939	129,163	165,312
<u>Contracted Services</u>				
Instructional Contracted Services	-	-	2,906,523	4,844,540
Printing In-House	203	-	1,500	5,000
Contracted Services Total	203	-	2,908,023	4,849,540
<u>Supplies & Materials</u>				
Office Supplies	6,159	-	15,500	7,500
Supplies & Materials Total	6,159	-	15,500	7,500
<u>Other Operating Expenses</u>				
Local Travel - Per Mile Basis	1,460	-	4,500	4,500
Non-Local Travel Expenses	11,053	-	2,080	11,500
Other Operating Expenses Total	12,513	-	6,580	16,000
Total UNRESTRICTED	\$ 184,513	\$ 807,114	\$ 3,733,441	\$ 5,754,943
RESTRICTED				
<u>Salaries & Wages</u>				
Other Support Staff	-	-	990,000	-
Salaries & Wages Total	-	-	990,000	-

Community Schools	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
RESTRICTED				
<u>Employee Benefits</u>				
Employee Tuition-Outside Institution	-	-	-	-
FICA /Medicare	-	-	75,736	-
Insurance Benefits - Active Employees	-	-	14,018	-
Life Insurance	-	-	3,306	-
Retirement/Pension - Employee	-	-	138,600	-
Workman's Compensation	-	-	15,840	-
Employee Benefits Total	-	-	247,500	-
<u>Contracted Services</u>				
Other Contracted Services	-	-	1,562,500	-
Professional Contracted Services	-	-	1,897,765	-
Contracted Services Total	-	-	3,460,265	-
<u>Supplies & Materials</u>				
Student Supplies	-	-	2,000,000	-
Supplies & Materials Total	-	-	2,000,000	-
Total RESTRICTED	\$ -	\$ -	\$ 6,697,765	\$ -

TOTAL OPERATING EXPENDITURES	\$ 184,513	\$ 807,114	\$ 10,431,206	\$ 5,754,943
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*Funds supporting the Transforming Neighborhoods Initiative (TNI) in the amount of \$3,121,268 have been relocated from the Chief of Staff to the Community Schools Office for FY 2021 proposed budget.

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
48110	Community Schools	5,754,943
TOTAL OPERATING EXPENDITURES		\$ 5,754,943

Family & School Partnerships

Budget Accountability: Sheila Jackson, Officer

MISSION

To increase participation and intentional collaboration between families, schools, and the broader PGCPs community in support of the district goal of Outstanding Academic Achievement for all students.

SUPPORTING THE STRATEGIC PLAN

- Develop, implement and assess strategies and resources to increase family and community engagement as well as strengthen community partnerships.
- Provide increased learning, development and partnership opportunities for parents /families to support all children in the educational process.

CORE SERVICES

- Increase family engagement by providing training/learning opportunities for parents and families.
- Provide training and support to all school system staff to build capacity and provide resources to equip them to build effective relationships with parents, family, and community for increased engagement through a positive "culturally proficient customer service orientation;
- Provide targeted professional development and coaching for the system's cadre of school-based Parent Engagement Assistants (PEAs) for site-based focused and intentional engagement services and activities.

EXPECTED OUTCOMES

- By June 30, 2021, the number of schools that have established either a Parent Teacher Association (PTA) / Parent Teacher Organization (PTO) or an organized parent group will increase from 199 (96%) to 206 (100%).
- By June 30, 2021, increase the engagement of families in 75 PEA schools from 45,000 (70%) to 48,000 (80%) to support increased student achievement.
- By June 30, 2021, increase the participation of PTA/PTSA and other school-based parent group leaders in virtual quarterly information nights from 60 (29%) to 100 (48%).

DISCRETIONARY SPENDING PLAN

Contracted Services support parent/family transportation to departmentally sponsored learning events, rental of tables and chairs for events, hiring guest speakers, and implementing research and program evaluation portals for data collection and analysis.

Supplies & Materials support the purchasing of books, learning materials and resources, and incentives for workshops and family engagement sessions.

Operating Budget Staffing by Position

Family & School Partnerships	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	3.00	3.00	3.00	3.00
Director	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00
Total UNRESTRICTED	5.00	5.00	5.00	5.00
TOTAL OPERATING STAFFING				
	5.00	5.00	5.00	5.00

Operating Budget Expenditures by Object / Sub-Object

Family & School Partnerships	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
2nd Assignment - Instructional	509	-	-	-
Hourly Interpreter	3,972	-	-	-
Other Admin/Professionals/Specialists	438,854	387,651	387,651	398,787
Other Stipends	8,349	66,836	46,836	66,836
Overtime	213	6,000	3,000	1,000
Secretaries and Clerks	79,380	80,660	80,660	58,402
Substitute Teacher	1,573	500	500	900
Temp Office Worker	-	6,000	6,000	2,000
Unrestricted Unallocated Full-Time	2,270	-	-	-
Salaries & Wages Total	535,120	547,647	524,647	527,925
<u>Employee Benefits</u>				
FICA /Medicare	34,899	40,004	40,004	38,305
Insurance Benefits - Active Employees	62,054	64,918	64,918	51,483
Life Insurance	2,205	1,993	1,993	1,530
Retirement/Pension - Employee	5,970	-	-	6,518
Workman's Compensation	2,869	8,669	5,634	8,434
Employee Benefits Total	107,997	115,584	112,549	106,270
<u>Contracted Services</u>				
Catering Services	20,974	-	-	-
Other Contracted Services	7,500	22,000	22,000	12,000
Printing In-House	10,392	20,000	20,000	20,000
School Activity Transportation	791	1,500	1,500	1,500
Technical Contracted Services	4,922	-	-	-
Contracted Services Total	44,580	43,500	43,500	33,500
<u>Supplies & Materials</u>				
Non-Catered Misc. Food Supplies	36	-	-	-
Office Supplies	36,892	15,000	19,000	15,000

Family & School Partnerships	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Supplies & Materials</u>				
Other Misc. Supplies	24	-	-	-
Staff Development Supplies	18,924	10,000	19,000	10,000
Supplies & Materials Total	55,876	25,000	38,000	25,000
<u>Other Operating Expenses</u>				
Local Travel - Per Mile Basis	7,482	7,000	7,000	7,000
Non-Local Travel Expenses	1,221	6,000	7,952	4,000
Other Miscellaneous Expense	8,162	5,000	1,000	5,000
Other Travel Related Expenditures	257	500	-	500
Other Operating Expenses Total	17,122	18,500	15,952	16,500
<u>Capital Outlay</u>				
Computers - Non-Instructional	33,188	7,000	-	-
Capital Outlay Total	33,188	7,000	-	-
Total UNRESTRICTED	\$ 793,883	\$ 757,231	\$ 734,648	\$ 709,195

RESTRICTED

<u>Supplies & Materials</u>				
Non-Catered Misc. Food Supplies	-	-	150	-
Office Supplies	-	-	850	-
Staff Development Supplies	-	-	1,000	-
Supplies & Materials Total	-	-	2,000	-
<u>Other Operating Expenses</u>				
Non-Local Travel Expenses	-	-	500	-
Other Miscellaneous Expense	-	-	575	-
Other Operating Expenses Total	-	-	1,075	-
Total RESTRICTED	\$ -	\$ -	\$ 3,075	\$ -

TOTAL OPERATING EXPENDITURES	\$ 793,883	\$ 757,231	\$ 737,723	\$ 709,195
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Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
42445	Family & School Partnerships	709,195
TOTAL OPERATING EXPENDITURES		\$ 709,195

Public Charter Schools Office

Budget Accountability: Elizabeth Saunders, Instructional Director

MISSION

To ensure that Public Charter schools are unique, high-quality schools with learning environments that yield academic success for Prince George's County public charter school students, through the authorizing process, with support and monitoring.

SUPPORTING THE STRATEGIC PLAN

- Implement a comprehensive authorizing program that forwards the district's efforts to approve and establish high-quality charter schools that increase options and opportunities for all students to be college and career ready.
- Monitor charter school student data, evaluate school performance, and monitor school compliance.

CORE SERVICES

- Facilitate the application processes for new, renewing and revocation of charter schools
- Support of school leadership and programs

EXPECTED OUTCOMES

- By June 30, 2021, the Public Charter School Office will increase attendance at Operator/Governing Board meetings from two meetings to six meetings.
- By June 30, 2021, the number of Cluster 12 School Stat Data Meetings will increase from three (FY 2020) to four (FY 2021).
- By June 30, 2021, the number of professional learning opportunities for principals on observation and feedback will increase from one (FY 2020) to four (FY 2021).

DISCRETIONARY SPENDING PLAN

Contracted Services support up to three educational consultants for application approval and renewal process, both site visit and performance review.

Supplies & Materials support office supplies, professional books and materials for Cluster 12 schools, as well as postage and annual marketing brochure and materials Charter schools.

Other Operating Costs support local mileage reimbursement for school visitations and off-site meetings as well as non-local travel and registration for staff to attend conferences for the purposes of professional development.

Operating Budget Staffing by Position

Public Charter Schools	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Administrative Assistant	1.00	1.00	1.00	1.00
Director	1.00	1.00	1.00	1.00
Total UNRESTRICTED	2.00	2.00	2.00	2.00
TOTAL OPERATING STAFFING				
	2.00	2.00	2.00	2.00

Operating Budget Expenditures by Object / Sub-Object

Public Charter Schools	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
Other Admin/Professionals/Specialists	277,723	292,235	292,235	308,147
Other Stipends	57	-	-	-
Unrestricted Unallocated Full-Time	(59)	-	-	-
Salaries & Wages Total	277,722	292,235	292,235	308,147
<u>Employee Benefits</u>				
FICA /Medicare	19,364	20,718	20,718	20,948
Insurance Benefits - Active Employees	12,994	13,416	13,416	13,850
Life Insurance	1,180	1,243	1,243	1,030
Workman's Compensation	760	4,676	3,039	4,932
Employee Benefits Total	34,297	40,053	38,416	40,760
<u>Contracted Services</u>				
Printing In-House	3,523	2,000	2,000	2,000
Technical Contracted Services	15,831	20,389	20,389	20,389
Contracted Services Total	19,354	22,389	22,389	22,389
<u>Supplies & Materials</u>				
Non-Catered Misc. Food Supplies	263	-	-	-
Office Supplies	758	750	750	550
Other Misc. Supplies	961	950	950	-
Postage and Delivery	-	50	50	-
Supplies & Materials Total	1,982	1,750	1,750	550
<u>Other Operating Expenses</u>				
Dues & Subscriptions	-	850	850	1,550
Local Travel - Per Mile Basis	2,770	1,030	1,030	1,930
Non-Local Travel Expenses	2,173	-	-	-
Other Travel Related Expenditures	3,254	4,200	3,076	2,700
Registration Fees	625	1,550	-	750
Other Operating Expenses Total	8,822	7,630	4,956	6,930

Public Charter Schools	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Capital Outlay</u>				
Computers - Non-Instructional	1,858	-	-	-
Capital Outlay Total	1,858	-	-	-
Total UNRESTRICTED	\$ 344,034	\$ 364,057	\$ 359,746	\$ 378,776
TOTAL OPERATING EXPENDITURES	\$ 344,034	\$ 364,057	\$ 359,746	\$ 378,776

Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
30901	Public Charter Schools	378,776
TOTAL OPERATING EXPENDITURES		\$ 378,776

Student Services (formerly under the Division of Special Education & Student Services)

Budget Accountability: Elizabeth Faison, Acting Associate Superintendent

MISSION

To provide integrated and coordinated services to students, who upon completion of high school, will be college and career ready. Each member within the department is committed to serve as student advocates by providing quality information, resources, services, and technical assistance to students, parents and school system staff members in collaboration with community partners, thereby supporting the effective delivery of services to promote student academic achievement and positive psycho-social development.

SUPPORTING THE STRATEGIC PLAN

- Supports Safe and Supportive Environments by promoting health and wellness, helping schools address issues of safety and discipline, and working to improve student behaviors.
- Supports Academic Excellence by working with schools to improve student attendance, scheduling students for more rigorous course work, and serving on school committees examining data using the Data Wise protocols.

CORE SERVICES

- Provide exemplary customer services to schools, central office, and parents.
- Ensure that schools have the trained staff (i.e., professional school counselors, psychologists, pupil personnel workers, and nurses), who can meet the social/emotional needs and health and mental health needs of students.
- Examine and revise processes within student records and transfers to ensure program efficiency and effectiveness.

EXPECTED OUTCOMES

- By June 30, 2021, increase the implementation of Restorative Approaches (Peer Mediation) from 17% to 65%.
- By June 30, 2021, reduce chronic absenteeism by an average five percentage points (5%) at targeted schools identified (32) with high chronic absenteeism through evidence based strategies.
- By June 30, 2021, increase the provision of mental health support through certified clinicians in 90 new schools through the Mental Health Initiative.

DISCRETIONARY SPENDING PLAN

Salary and Wages support 2nd assignment/stipends that are given to various staff members. Stipends are given to the Professional School Counselors who are on the leadership team. Second assignments are given to pay for staff who work in the summer time or who provide support to students who are on extended suspensions.

Contracted Services support items such as instruction, electronic platforms (e.g., Naviance, dual enrollment online registration, online Health systems), professional and technical consultants as well as the hiring of staff for unfilled vacant positions within schools (e.g., nurses).

Supplies & Materials support the daily operations of the office.

Other Operating Costs support local mileage has to be given to all PPWs, psychologists, and then the central office Student Services staff including supervisors, records staff, and others who go to the schools to provide support or attend central office meetings.

Capital Outlay supports basic avenues for continual communication with all stakeholders via laptops and desktops.

Operating Budget Staffing by Position

Student Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
Admin Support Specialist	9.00	9.00	9.00	9.00
Admin Support Technician	1.00	1.00	1.00	1.00
Assistant Supervisor	1.00	1.00	1.00	1.00
Building Supervisor	1.00	1.00	1.00	1.00
Clerk	4.12	4.12	4.12	4.12
Director	1.00	1.00	1.00	1.00
Guidance Counselor	7.00	7.00	7.00	8.00
Instr Program Coordinator	1.00	1.00	1.00	1.00
Instructional Assistant	1.00	1.00	1.00	1.00
Instructional Specialist	7.00	7.00	7.00	8.00
Instructional Supervisor	6.00	6.00	6.00	6.00
International Student Specialist	1.00	1.00	1.00	1.00
Licensed Practical Nurse	21.00	21.00	21.00	21.00
Night Cleaner Lead	1.00	1.00	1.00	1.00
Nurse Administrator	2.00	2.00	2.00	2.00
Nurse Specialist	10.00	10.00	10.00	10.00
Outreach Teacher	4.00	0.00	0.00	0.00
Program Manager	1.00	1.00	1.00	1.00
Program Specialist	1.00	5.00	5.00	5.00
Pupil Personnel Worker	49.00	49.00	49.00	49.00
Registered Nurse	200.00	200.00	200.00	200.00
School Psychologist	84.00	91.00	91.00	91.00
Secretary	15.00	15.00	15.00	17.00
Support Supervisor	2.00	2.00	2.00	2.00
Vision & Hearing Technician	2.00	2.00	2.00	2.00
Total UNRESTRICTED	432.12	439.12	439.12	443.12
RESTRICTED				
School Psychologist	7.00	7.00	7.00	7.00
Total RESTRICTED	7.00	7.00	7.00	7.00
TOTAL OPERATING STAFFING	439.12	446.12	446.12	450.12

Operating Budget Expenditures by Object / Sub-Object

Student Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
UNRESTRICTED				
<u>Salaries & Wages</u>				
2250 Certification Differentials Annual	-	-	-	-
2nd Assignment - Instructional	66,999	143,114	127,914	76,228
2nd Assignment - Support	32,309	93,766	45,618	34,766
Hourly Instructional	375,709	497,033	497,033	429,819
Local 2250 Other Stipend	9,198	-	-	-
Lunch/Recess Monitor	8	-	-	-
Other Admin/Professionals/Specialists	9,259,705	9,726,883	9,726,883	10,379,273
Grievance Settlements	41,208	-	-	-
Other Stipends	14,898	114,000	114,000	114,000
Other Support Staff	66,418	66,984	66,984	72,245
Other Teacher	920,978	688,128	688,128	773,479
Overtime	7,109	-	-	-
PGCEA Senior Teacher Differential	13,947	-	-	-
PGCEA Sp Ed Step 1 Pay Differential	337,995	-	-	-
Psychological Service Personnel	7,293,762	8,221,101	8,221,101	8,744,336
School Nurses / Aides	12,016,177	14,431,696	14,431,696	14,547,066
Secretaries and Clerks	951,276	1,035,795	1,035,795	1,193,727
SEIU Staff Development Stipends	-	-	-	-
Service Worker	80,775	78,823	78,823	87,008
Substitute Nurses	99,454	61,190	106,396	101,190
Substitute Teacher	5,021	4,000	10,390	5,000
Summer Program Assignment	-	-	-	-
Temp Office Worker	16,027	8,674	8,674	16,674
Terminal Leave Payout	103,791	-	-	-
Unrestricted Unallocated Full-Time	9,978	-	-	-
Workshop / Staff Development	24,255	547,207	43,743	30,000
Salaries & Wages Total	31,747,270	35,718,394	35,203,178	36,604,811
<u>Employee Benefits</u>				
FICA /Medicare	2,370,774	2,620,080	2,620,080	2,678,809
Insurance Benefits - Active Employees	4,035,053	4,121,389	4,121,389	4,313,867
Life Insurance	123,182	146,217	146,217	119,772
Retirement/Pension - Employee	241,328	441,316	441,316	465,889
Retirement/Pension - Teachers	8,651	-	-	-
Workman's Compensation	157,198	571,723	202,126	585,931
Employee Benefits Total	6,936,186	7,900,725	7,531,128	8,164,268
<u>Contracted Services</u>				
Advertising & Other Costs	29,149	28,650	28,650	29,400
Catering Services	7,885	-	-	-
Instructional Contracted Services	5,852	17,474	17,474	5,474

Organizations

Student Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
<u>UNRESTRICTED</u>				
<u>Contracted Services</u>				
M&R Equipment	-	3,200	3,200	3,200
Other Contracted Services	57,727	72,513	72,513	85,727
Outside Printing	-	410	410	410
Printing In-House	101,153	76,291	116,534	76,291
Professional Contracted Services	-	589,300	509,300	589,300
Rental of Building	-	500	500	500
School Activity Transportation	57,579	115,000	115,000	65,000
Software License	882,732	902,000	861,000	930,000
Technical Contracted Services	1,201,435	1,304,267	1,370,227	1,304,267
<i>Contracted Services Total</i>	2,343,513	3,109,605	3,094,808	3,089,569
<u>Supplies & Materials</u>				
Classroom Teacher Supplies	7,394	8,000	8,000	6,000
Health Supplies	10,530	20,189	100,189	15,189
Non-Catered Misc. Food Supplies	-	300	300	300
Office Supplies	27,362	33,865	33,865	32,065
Postage and Delivery	8,284	4,870	4,870	4,245
Staff Development Supplies	18,474	24,041	57,721	21,041
Student Supplies	30,976	53,853	37,853	41,853
Textbooks	100,464	251,178	251,178	251,178
<i>Supplies & Materials Total</i>	203,485	396,296	493,976	371,871
<u>Other Operating Expenses</u>				
Dues & Subscriptions	987	1,211	1,211	1,211
Local Travel - Per Mile Basis	106,405	116,103	116,103	109,752
Non-Local Travel Expenses	22,406	9,327	12,423	15,327
Other Travel Related Expenditures	692	-	-	-
Registration Fees	1,155,088	1,592,198	815,397	1,302,652
<i>Other Operating Expenses Total</i>	1,285,579	1,718,839	945,134	1,428,942
<u>Capital Outlay</u>				
Computers - Non-Instructional	26,396	24,331	32,331	16,331
Medical & Health Equipment	17,424	27,000	27,000	21,000
Office Furniture & Equipment	-	1,000	1,000	1,000
<i>Capital Outlay Total</i>	43,820	52,331	60,331	38,331
Total UNRESTRICTED	\$ 42,559,853	\$ 48,896,190	\$ 47,328,555	\$ 49,697,792
<u>RESTRICTED</u>				
<u>Salaries & Wages</u>				
2nd Assignment - Instructional	298,413	353,990	599,067	746,618
2nd Assignment - Support	13,088	10,272	50,325	-
Classroom Teacher	125,854	-	4,782	

Student Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
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RESTRICTED

Salaries & Wages

2nd Assignment - Instructional	298,413	353,990	599,067	746,618
2nd Assignment - Support	13,088	10,272	50,325	-
Classroom Teacher	125,854	-	4,782	-
Hourly Admin	-	-	128,580	136,080
Hourly Instructional	80,496	-	108,683	49,826
Nurse Specialist	-	-	-	265,417
Other Stipends	117	-	113,540	138,750
Overtime	138	-	-	-
PGCEA Sp Ed Step 1 Pay Differential	21,271	-	-	-
Psychological Service Personnel	764,228	779,034	862,367	772,688
Sick and Safe Leave - Temporary Employees	283	-	-	-
Substitute Teacher	969	3,000	58,705	25,490
Support Staff	-	-	9,405	9,405
Temp Office Worker	25,029	24	122,192	59,913
Workshop / Staff Development	14,878	26,250	926,288	210,625
Salaries & Wages Total	1,344,763	1,172,570	2,983,934	2,414,812

Employee Benefits

FICA /Medicare	86,911	89,707	165,088	184,745
Insurance Benefits - Active Employees	85,011	85,864	-	97,095
Life Insurance	3,237	3,315	-	2,585
Retirement/Pension - Teachers	100,461	105,982	-	103,879
Workman's Compensation	4,727	18,768	16,023	38,646
Employee Benefits Total	280,348	303,636	181,111	426,950

Contracted Services

Advertising & Other Costs	-	-	5,000	5,000
Catering Services	1,166	-	1,058	658
Indirect Cost Recovery	2,932	24,081	149,889	128,638
Instructional Contracted Services	-	-	63,467	62,500
Other Contracted Services	6,300	9,581	697,600	38,240
Printing In-House	5,451	-	14,505	7,360
Professional Contracted Services	145,437	81,683	318,440	144,650
Rental of Vehicles	-	-	1,000	-
School Activity Transportation	31,712	-	17,321	-
Software License	33	984	55,476	58,520
Technical Contracted Services	-	-	2,500	2,500
Contracted Services Total	193,030	116,329	1,326,256	448,066

Supplies & Materials

Classroom Teacher Supplies	-	-	2,968	-
Office Supplies	11,329	-	2,580	1,014
Other Misc. Supplies	228,041	20,932	301,820	28,536
Staff Development Supplies	14,989	-	196,105	83,591

Student Services	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
RESTRICTED				
<u>Supplies & Materials</u>				
Student Supplies	-	-	14,823	24,762
Testing Supplies & Materials	179,941	180,000	180,000	180,000
Supplies & Materials Total	434,300	200,932	698,296	317,903
<u>Other Operating Expenses</u>				
Dues & Subscriptions	2,500	-	1,640	7,040
Local Travel - Per Mile Basis	-	1,203	3,819	1,019
Non-Local Travel Expenses	31,138	-	79,875	37,704
Other Miscellaneous Expense	3,125	12,128	80,549	36,775
Other Travel Related Expenditures	218	-	8,458	1,500
Registration Fees	18,310	500	46,257	11,190
Stipends - AIT/Non-Public School Teachers	3,188	-	-	-
Other Operating Expenses Total	58,479	13,831	220,598	95,228
<u>Capital Outlay</u>				
Computers - Non-Instructional	-	-	201,400	1,000
Equipment Purchases Under \$500	1,157	-	-	-
Medical & Health Equipment	-	-	123,805	8,000
Office Furniture & Equipment	3,720	450	6,187	4,760
Security Alarm Systems	3,510	-	-	-
Capital Outlay Total	8,388	450	331,392	13,760
Total RESTRICTED	\$ 2,319,307	\$ 1,807,748	\$ 5,741,587	\$ 3,716,719

TOTAL OPERATING EXPENDITURES	\$ 44,879,160	\$ 50,703,938	\$ 53,070,142	\$ 53,414,511
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Operating Budget by Cost Center

Cost Center Number	Description	FY 2021 Approved
44002	Office of Student Services	\$ 5,896,347
44150	Student Engagement & School Support	948,497
44311	Office of School Counseling	1,797,478
44120	International Student Admission & Enrollment	1,293,423
42438	McKinney Vento Program	454,222
42160	Home School Office	448,626
44001	Home and Hospital Teaching	989,024
44110	Pupil Personnel Services	6,223,651
44161	Student Records, Transfers and Archival Services	1,146,064
44140	School Health	21,564,038
44130	Psychological Services	12,653,141
TOTAL OPERATING EXPENDITURES		\$ 53,414,511

Program Enhancements

Student Services	FTE	Position Costs	Discretionary Funds	Total Cost
Office of School Counseling Staffing	1.00	\$ 132,846	\$ -	\$ 132,846
Supports the addition of 1.00 Data Integration - Statistical Analyst position to collection, analysis and disseminate student/instructional data.				
International Student Enrollment and Admissions	3.00	\$ 272,113	\$ -	\$ 272,113
Supports the addition of 1.00 Secretary, 1.00 Registrar and 1.00 Intake Counselor position for the International Student Enrollment and Admissions office to assist with the increased volume of registrations. Currently, registrations have increased by 75% over last year.				
TOTAL PROGRAM ENHANCEMENT	4.00	\$ 404,959	\$ -	\$ 404,959



Supplemental Information



FY 2021 Approved Program Improvements

DEPARTMENT	ENHANCEMENT	FTE	POSITION COST	DISCRETIONARY COST	TOTAL COST
Building Services	Maintenance Contracts	27.50	\$ 1,682,147	\$ 3,345,351	\$ 5,027,498
Communications	Digital and Visual Communications Studio Upgrade	0.00	-	24,375	24,375
Creative & Performing Arts	Instrumental Music	1.00	132,846	-	132,846
Curriculum & Instruction	Academic Support - Physical Education	1.00	95,476	-	95,476
Financial Services	Accounting & Financial Reporting - Property Control	2.00	191,737	11,000	202,737
	Accounting & Financial Reporting - CAFR	0.00	-	25,000	25,000
	Accounting & Financial Reporting - School Activity Fund	2.00	173,645	5,650	179,295
HR Staffing & Operations	Staffing - Background Unit	1.00	69,350	-	69,350
	Conditional Educator Tuition Assistance	1.00	167,284	695,330	862,614
Employee Performance	Reclass of position	0.00	72,463	-	72,463
Payroll Services	Professional Development	0.00	-	7,158	7,158
Professional Learning & Leadership	Protected Classes	0.00	-	80,000	80,000
Purchasing & Supply Services	Warehouse	3.00	582,517	-	582,517
School-Based Resources	3-DE (Three Dimensional Education)	2.00	352,912	-	352,912
	Graphic Arts, Media & Communications	1.00	92,542	-	92,542
	Information Technology Pathway	1.00	92,544	7,800	100,344
	Public Safety	0.00	-	31,500	31,500
	James R Randall	0.00	43,856	-	43,856
	Autism Program Expansion	8.00	1,291,369	-	1,291,369
Security Services	Security Staffing and Upgrades for Schools	12.00	641,994	140,000	781,994
Student Services	International Student Enrollment and Admissions	3.00	272,113	-	272,113
	School Counseling Staffing	1.00	132,846	-	132,846
Transportation & Central Garage Services	Phone Bank	4.00	253,951	-	253,951
Total Program Enhancements		70.50	\$ 6,341,592	\$ 4,373,164	\$ 10,714,756

Restricted Grants by Category

Restricted Grants By Category	FY 2021 Approved	Grant Objective/Description
<u>At-Risk Youth</u>		
TITLE IV - SAFE & DRUG FREE SCHOOLS/SAES GRANT	2,665,293	Funding to provide students with a well-rounded education that promotes college and career readiness, STEM programs, academic enrichment, healthy student activities, drug and violence prevention, and the effective use of technology.
Total - At-Risk Youth	\$ 2,665,293	
<u>Career & Technical Education Grants</u>		
ADOLESCENT SINGLE PARENTING PROGRAM	185,000	Provides direct services to at-risk adolescent single parents to remain in school.
PERKINS CTE PROGRAM	1,364,821	Provides the direction and funding to support continuous improvement in Career and Technical Education.
JROTC	4,673,575	Funding that enhances the leadership responsibilities and opportunities for student cadets with representation of four major branches of the military service.
Total - Career & Technical Education	\$ 6,223,396	
<u>Compensatory Education Grants</u>		
HOMELESS EDUCATION	88,129	This program allocates formula grant funds to ensure homeless children and youth have equal access to the same free, appropriate public education as other children. The funds are also designated to ensure that students enroll in, attend, and achieve success in school, as well as heighten the awareness of specific problems of homeless children and youth.
TITLE I	34,802,004	This program supports schools to improve the teaching and learning of children who are failing, or most at risk of failing, and are identified as living in high concentrated areas of poverty, as determined by approved student applications for free or reduced price lunch meals.
Total - Compensatory Education	\$ 34,890,133	
<u>Linguistically & Cultural Diverse Programs Grants</u>		
TITLE III - EMERGENCY IMMIGRANT EDUCATION	3,043,951	Funding to ensure that Limited English Proficient (LEP) students and immigrant students attain English proficiency and meet the same challenging state academic content and achievement standards coupled with providing immigrant students with enhanced instructional opportunities.
Total - Linguistically & Cultural Diverse	\$ 3,043,951	
<u>Program Improvement Grants</u>		
FINE ARTS INITIATIVE GRANT	70,367	Funds designated to implement innovative programs in dance/drama, instrumental music, visual art and vocal/general music.
JP HOYER EARLY CARE & EDUCATION GRANT	250,000	Funds designated to support the Judy Hoyer Family Learning Center partnerships with PGCPs for the purpose of a full year early childhood readiness program.
JP HOYER EARLY ENHANCEMENT GRANT	117,504	Funding to support school readiness through a full-day, and year round Prekindergarten Program.
Total - Program Improvement	\$ 437,871	

Restricted Grants by Category

Restricted Grants By Category	FY 2021 Approved	Grant Objective/Description
<u>Special Education Grants</u>		
SPECIAL EDUCATION	38,272,463	Funding designed to assist educational agencies in reforming and improving their systems for providing educational, early intervention, and transitional services to students with disabilities. Services for families and students with disabilities include funding, regulated by the Individuals with Disabilities Act, IDEA (Parts B, C and D) for infants and toddlers, and students in kindergarten through Grade 12.
Total - Special Education	\$ 38,272,463	
<u>Staff Development Grants</u>		
TITLE II, A - EISENHOWER TEACHER QUALITY	3,708,870	This program provides formula funding to support the increase of student academic achievement through strategies such as staff development which improves teacher and principal quality, that ultimately increases the number of highly qualified teachers in the classroom in core subject areas such as math, reading, social studies, and science.
Total - Staff Development	\$ 3,708,870	
<u>Other Grants</u>		
PG COMMUNITY TELEVISION - COMCAST	75,000	Funding from the cable television franchise agreement to support local educational access of cable television programming and production.
NEEDIEST KIDS GRANT	2,500	Funding to support the cost for basic essential needs for targeted students that range from clothing to eyeglasses and on a limited basis, sponsoring artistic, literary, academic and athletic activities.
OTHER RESTRICTED PROGRAMS	123,883,946	Reserves budgeted for other anticipated continuation grants, future grants, grant carryover and donated grants by outside foundations and business organizations.
Total - Other Grants	\$ 123,961,446	
GRAND TOTAL GRANTS	\$ 213,203,423	

Non-Operating Funds

Description: Non-operating funds are used to record revenues and expenses of a specific operation. The activities of these funds are not captured in the Operating Budget of the school system. Many of these non-operating funds generate outside sourced revenue to sustain their operations. Several funds charge back their services to the general fund, where their activities are treated as expenses to the department utilizing the services.

Prince George's County Public Schools considers the following funds as non-operating:

BEFORE & AFTER SCHOOL – A special revenue fund that provides school age children extended learning opportunities in a safe, accessible and affordable school-based program. Revenue is generated from fees charged to parents and is self-sustaining, requiring no funding from the Operating Budget of the school system.

BENEFITS ADMINISTRATION – The costs of administering health insurance and other benefits to employees are captured here. Outside health care consulting fees and a portion of the PGCPs Benefits Office staffing are charged here.

BOWIE REGIONAL ARTS VISION ASSOCIATION (BRAVA) – Housed at the Bowie Center for the Performing Arts. The revenue, including subsidies from PGCPs and the City of Bowie, and operating expenses of the Center are captured in this fund.

CAPITAL PROGRAMS – Capital Projects are assessed an administrative overhead fee, which is used to offset the operations of the Capital Programs office. Included here are staffing, benefits and discretionary costs.

CENTRAL GARAGE – All the activities of maintaining all vehicles owned by PGCPs, including buses and maintenance vehicles are captured in this account.

FOOD & NUTRITION SERVICES – Special revenue fund which captures all the revenue and expenses of the food services operations in our schools. All food and supply costs, equipment, employee wages and benefits are included here.

PRINTING SERVICES – Internal printing and publishing of school system printed materials, including report cards, school system calendars, parental information and curriculum materials are collected here, with the departments being charged back to their respective operating accounts, the cost of these printed materials.

PURCHASING & SUPPLY SERVICES – All warehousing activities are captured in this account, with actual charges expensed against the respective departments operating fund accounts.

RISK MANAGEMENT FUND – All property, general liability, workers compensation and vehicular insurances are captured in this fund.

FY 2021 Non-Operating Staffing & Expenditures by Fund

FUND	FY 2019 Actual		FY 2020 Revised		FY 2021 Approved	
	FTE	Expenditures	FTE	Expenditures	FTE	Expenditures
Before and After School	137.30	\$ 6,178,468	137.30	\$ 7,314,943	137.30	\$ 7,888,394
Benefits Administration	7.00	1,473,919	8.00	1,740,532	8.00	1,565,604
BRAVA	3.00	517,560	3.00	490,000	3.00	490,000
Capital Programs	34.00	6,773,924	38.00	8,023,391	43.00	9,199,574
Central Garage	163.00	26,217,312	161.00	27,534,927	161.00	27,594,954
Food & Nutrition Services	986.70	72,337,763	986.70	74,272,815	986.70	76,350,760
Printing Services	13.00	1,777,142	13.00	1,809,827	13.00	2,075,795
Purchasing & Supply Services	0.00	1,787,908	0.00	4,955,775	0.00	4,953,000
Risk Management Fund *			0.00	576,000	0.00	901,000
Total Non-Operating Budget	1,344.00	\$ 117,063,994	1,347.00	\$ 126,718,210	1,352.00	\$ 131,019,081

*Actual expenditures are reclassified to the general fund and therefore appear within the operating budget.

FY 2021 Non-Operating Staffing by Position Type

POSITION TYPE	FY 2019 Estimate	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved	Change FY 2020 Revised to FY 2021 Approved	% Change FY 2020 Revised to FY 2021 Approved
Secretary and Clerk	34.50	34.50	34.50	36.50	2.00	5.8%
Aide - Paraprofessional	135.30	135.30	135.30	135.30	0.00	0.0%
Other Professional Staff	41.00	47.00	47.00	50.00	3.00	6.4%
Other Staff	1,130.20	1,126.20	1,126.20	1,126.20	0.00	0.0%
Total Non-Operating Positions	1,344.00	1,346.00	1,346.00	1,352.00	6.00	0.4%

On-Behalf Contributions

	FY 2019 Actual	FY 2020 Approved	FY 2020 Revised	FY 2021 Approved
County Funding:				
Child Protective Services ¹	\$ 265,432	\$ 284,500	\$ 312,814	\$ 301,482
Debt Service	66,408,632	67,228,000	70,361,200	74,196,600
School Crossing Guards	1,904,536	3,605,895	1,961,067	2,031,000
School Health Services	427,500	427,500	427,500	427,500
School Resource Officers	4,455,929	4,628,600	4,527,503	4,628,600
Prince George's Community Schools Network (formerly TNI) ²	798,002	747,000	747,000	747,000
Subtotal - County	\$ 74,260,031	\$ 76,921,495	\$ 78,337,085	\$ 82,332,182
State Funding:				
Retirement Contribution ³	110,120,429	111,255,829	114,881,440	115,481,315
Total	\$ 184,380,460	\$ 188,177,324	\$ 193,218,525	\$ 197,813,497

¹ The County provides additional funding to the Department of Social Services' to support Child Protective Services. FY 2018 supported Child Protective Education Unit (\$301,600-five new positions) dedicated to training County school system staff as well as community stakeholders about protecting children from abuse in addition to child protective services investigative services (\$281,500).

² County expansion of the Community Schools Network (formally Transforming Neighborhood Schools (TNI) Initiative).

³ Contribution reflects the implementation of Section 18 of Senate Bill 1301 (Yr:2012) which passes part of the retirement contribution to the local school system.

Revenue Ten-Year History

REVENUE SOURCE	FY 2011 Revised ¹	FY 2012 Approved	FY 2013 Approved	FY 2014 Approved	FY 2015 Approved
Board Sources	9,831,658	11,047,515	14,748,789	11,561,500	14,922,400
County Sources	590,116,794	609,775,821	623,989,733	614,833,924	618,100,026
Federal Sources	126,927	49,346	136,693	136,693	136,678
Fund Balance	6,596,871	-	-	-	43,012,200
Restricted	228,521,324	121,309,843	122,571,081	122,068,512	122,953,814
State Sources	801,248,343	872,176,075	902,995,704	939,207,184	996,125,182
TOTAL	\$ 1,636,441,917	\$ 1,614,358,600	\$ 1,664,442,000	\$ 1,687,807,813	\$ 1,795,250,300

REVENUE SOURCE	FY 2016 Revised ²	FY 2017 Revised ³	FY 2018 Revised ⁴	FY 2019 Estimated	FY 2020 Revised ⁵
Board Sources	14,706,800	12,418,100	\$ 12,193,700	\$ 12,013,500	\$ 14,028,397
County Sources	660,416,593	692,166,700	734,184,324	758,566,000	781,472,700
Federal Sources	146,778	147,100	80,026	80,000	80,000
Fund Balance	8,500,000	31,500,000	22,000,000	28,000,000	28,000,000
Restricted	119,710,572	109,130,800	111,203,550	111,123,600	199,962,604
State Sources	1,038,086,982	1,087,116,400	1,106,565,700	1,137,948,900	1,187,096,604
TOTAL	\$ 1,841,567,725	\$ 1,932,479,100	\$ 1,986,227,300	\$ 2,047,732,000	\$ 2,210,640,305

¹Includes \$5,350,898 supplemental appropriation requested on November 22, 2010 and (\$2,435,522) supplemental appropriation requested on May 19, 2011.

²Includes \$8,500,000 supplemental appropriation requested on October 20, 2015.

³Includes \$7,500,000 supplemental appropriation requested on October 6, 2016.

⁴Includes \$10,783,800 supplemental appropriation requested on March 20, 2018.

⁵Includes \$30,031,745 supplemental appropriation requested as part of the Coronavirus Aid Relief and Economic Security (CARES) Act on June 11, 2020.

Budget Ten-Year History

EXPENDITURES BY CATEGORY	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual
Administration	\$ 60,639,062	\$ 54,673,080	\$ 56,255,427	\$ 51,031,707	\$ 58,069,283
Mid-Level Administration	105,286,434	101,786,525	101,212,421	104,563,406	112,382,610
Instructional Salaries	559,751,135	507,781,009	513,359,721	540,067,681	584,580,531
Textbooks & Instructional Supplies	20,325,748	16,977,974	22,697,821	25,350,725	17,781,646
Other Instructional Costs	56,115,430	52,667,390	83,022,200	52,265,143	59,491,222
Special Education	228,626,344	233,056,616	237,091,273	253,285,424	266,928,208
Student Personnel Services	9,980,748	11,304,338	11,655,447	15,821,035	22,641,165
Health Services	14,527,477	14,347,895	13,443,993	14,263,541	16,602,937
Student Transportation Services	96,091,697	97,359,875	111,673,524	91,222,586	96,530,688
Operation Plant Services	107,668,079	111,960,138	111,244,187	117,900,430	119,423,912
Maintenance of Plant	33,184,265	33,553,779	47,784,353	41,288,117	40,830,535
Fixed Charges	312,283,920	316,542,299	340,113,583	348,876,380	362,210,428
Food Services Subsidy	-	20,213,981	400,000	1,997,667	2,826,864
Community Services	2,375,333	1,688,717	1,909,041	2,197,606	2,842,085
Capital Outlay	281,002	-	-	-	-
TOTAL	\$ 1,607,136,674	\$ 1,573,913,616	\$ 1,651,862,991	\$ 1,660,131,448	\$ 1,763,142,114

EXPENDITURES BY OBJECT	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual
Salaries & Wages	\$ 1,034,848,148	\$ 979,587,782	\$ 979,902,871	\$ 1,030,591,468	\$ 1,106,482,199
Fringe Benefits	292,045,573	295,794,174	326,233,154	334,197,961	349,007,048
Contracted Services	184,341,361	206,839,153	231,790,223	184,861,854	205,767,589
Supplies & Materials	36,271,153	35,103,905	41,690,358	44,525,749	34,930,009
Other Operating Costs	52,620,300	52,151,010	49,187,992	56,226,827	55,934,561
Additional & Replacement Equipment	7,010,139	4,437,592	23,058,393	9,727,589	11,020,708
TOTAL	\$ 1,607,136,674	\$ 1,573,913,616	\$ 1,651,862,991	\$ 1,660,131,448	\$ 1,763,142,114

EXPENDITURES BY CATEGORY	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Revised
Administration	\$ 54,212,037	55,245,667	56,299,767	\$ 60,131,928	\$ 81,298,965
Mid-Level Administration	116,894,987	118,218,428	119,877,773	125,400,733	134,945,162
Instructional Salaries	617,610,995	633,184,662	656,590,949	679,195,667	727,494,720
Textbooks & Instructional Supplies	17,893,997	17,283,465	17,523,179	18,729,851	30,323,345
Other Instructional Costs	66,235,837	70,068,559	84,504,937	94,660,283	113,830,507
Special Education	269,630,496	268,338,283	275,984,437	285,712,742	317,630,812
Student Personnel Services	18,590,103	18,401,259	19,484,710	20,437,006	26,791,082
Health Services	17,089,316	18,353,417	17,914,150	17,473,865	21,330,932
Student Transportation Services	99,387,361	103,212,338	103,484,349	107,829,139	120,674,917
Operation of Plant	115,722,429	116,873,092	122,667,144	126,437,917	138,108,199
Maintenance of Plant	41,221,695	42,807,818	47,217,394	47,299,674	57,639,545
Fixed Charges	376,873,763	403,785,976	397,311,103	401,992,561	435,249,073
Food Services Subsidy	1,187,900	-	-	-	1,433,089
Community Services	2,736,376	2,984,625	2,979,263	3,137,128	3,564,957
Capital Outlay	-	-	231,663	100,000	325,000
TOTAL	\$ 1,815,287,292	\$ 1,868,757,590	\$ 1,922,070,819	\$ 1,988,538,494	\$ 2,210,640,305

EXPENDITURES BY OBJECT	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Revised
Salaries & Wages	\$ 1,153,367,030	\$ 1,172,415,762	\$ 1,206,130,938	\$ 1,234,079,050	\$ 1,337,535,634
Fringe Benefits	360,129,852	358,163,272	366,502,087	384,391,298	416,873,595
Contracted Services	206,472,973	235,431,875	243,275,076	271,455,570	320,666,832
Supplies & Materials	34,774,333	36,531,450	40,272,790	39,384,922	55,733,991
Other Operating Costs	51,321,306	59,335,908	53,166,239	50,673,384	57,628,618
Additional & Replacement Equipment	9,221,798	6,879,323	12,723,689	8,554,270	22,201,635
TOTAL	\$ 1,815,287,292	\$ 1,868,757,590	\$ 1,922,070,819	\$ 1,988,538,494	\$ 2,210,640,305

Pupil Population Ten-Year History

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
<u>FULL TIME</u>										
Regular and Special Ed Day Programs:										
Kindergarten @ 100%	9,276	9,568	10,013	10,260	10,170	10,018	9,897	9,794	9,652	9,952
Elementary Grades 1 to 6	53,633	54,206	54,958	56,568	58,283	59,485	60,661	61,484	61,434	62,161
Secondary Grades 7 to 12	57,340	54,564	53,199	52,667	53,330	53,571	54,486	55,803	56,438	58,566
Total Regular and Special Ed	120,249	118,338	118,170	119,495	121,783	123,074	125,044	127,081	127,524	130,679
<u>OTHER PROGRAMS</u>										
Pre-school Head Start	778	822	932	1,052	1,058	1,003	0	0	0	0
Prekindergarten	5,380	4,379	4,253	4,289	4,407	4,505	5,421	4,913	4,792	4,947
Montessori	266	294	386	300	328	357	351	328	351	336
Special Education*	-	-	-	-	-	-	-	-	-	-
Nonpublic Schools -Students with Disabilities	840	800	799	693	898	737	838	836	934	960
Total Other Programs	7,264	6,295	6,370	6,334	6,691	6,602	6,610	6,077	6,077	6,243
<u>PART-TIME</u>										
Summer School:										
Regular Elementary and Secondary	2,400	3,000	3,500	3,701	4,907	4,064	3,586	6,693	6,693	6,693
Extended School Year for Students with Disabilities	2,535	2,550	2,638	2,217	2,827	1,875	2,099	1,975	2,401	2,500
Part-time Subtotal - Summer School	4,935	5,550	6,138	5,918	7,734	5,939	5,685	8,668	9,094	9,193
Evening High School	1,504	1,005	1,200	704	528	668	310	310	310	310
Home and Hospital Teaching	550	587	587	623	600	665	612	530	530	431
Total Part-Time	6,989	7,142	7,925	7,245	8,862	7,272	6,607	9,508	9,934	9,934
Total Number of Students	134,502	131,775	132,465	133,074	137,336	136,948	138,261	142,666	143,535	146,856
<u>COST PER PUPIL</u>										
Cost Per Pupil K-12	\$ 12,918	\$ 13,365	\$ 13,142	\$ 13,124	\$ 13,632	\$ 13,927	\$ 14,203	\$ 14,305	\$ 14,761	\$ 15,946
Cost Per Pupil Pre-K-12	\$ 12,349	\$ 12,973	\$ 12,753	\$ 12,752	\$ 13,248	\$ 13,547	\$ 13,787	\$ 13,962	\$ 14,328	\$ 15,558

School Facilities Ten-Year History

SCHOOL FACILITIES IN USE	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual
Grades K-3	-	1	1	1	-	-	-	1	-	-
Grades K-4	-	1	-	-	-	-	-	-	1	1
Grades K-5	3	10	13	13	15	16	15	18	18	18
Grades K-6	4	17	15	15	10	5	4	4	4	4
Grades K-7	3	1	-	-	1	-	1	-	-	-
Grades K-8	4	8	9	10	8	10	10	11	12	12
Grades K-11	-	-	-	-	-	-	-	-	1	1
Grades K-12	-	-	-	-	-	-	-	-	1	1
Grades PreK-5	29	22	31	31	39	44	45	54	54	54
Grades PreK-6	89	75	63	63	59	56	55	42	42	42
Grades PreK-7	-	-	-	-	1	-	-	-	-	-
Grades PreK-8	7	6	6	6	7	8	7	7	7	7
Grades 2-5	-	-	2	2	2	2	2	2	2	2
Grades 6-7	-	1	-	-	1	-	-	-	-	-
Grades 6-8	17	15	20	20	21	22	21	24	24	24
Grades 6-9	-	-	-	-	-	1	1	-	-	-
Grades 6-10	-	1	1	1	2	1	1	1	-	-
Grades 6-11	-	-	-	-	-	1	-	1	-	-
Grades 6-12	-	-	-	-	-	-	1	1	1	1
Grades 7-8	9	9	5	5	4	3	3	-	-	-
Grades 7-10	-	-	-	-	-	-	1	1	1	1
Grades 9-10	2	-	2	1	1	1	1	1	1	1
Grades 9-11	-	1	-	1	-	-	-	-	-	-
Grades 9-12	22	23	23	24	25	26	24	25	25	25
Grades 10-12	-	-	1	1	2	-	2	1	-	-
Grades 11-12	2	1	1	2	1	2	2	2	2	2
Grades 12	-	-	-	-	-	-	-	-	1	1
Special Education Centers	7	7	7	7	7	8	8	8	8	8
Subtotal	198	199	200	203	206	206	204	204	205	205
H. B. Owens Science Center	1	1	1	1	1	1	1	1	1	1
International Schools	-	-	-	-	-	2	2	2	2	2
William Schmidt Outdoor Ed Center	1	1	1	1	1	1	1	1	1	1
E. A. Poe Alternative ES*	-	-	-	-	-	-	-	-	-	-
Green Valley Academy*	-	-	-	-	-	-	-	-	-	-
Judith P. Hoyer Early Childhood Center*	-	-	-	-	-	-	-	-	-	-
TOTAL	200	201	202	205	208	210	208	208	209	209

* Included in the facility count above with students enrolled.

Acknowledgements

The development of the Board of Education Approved budget was accomplished through the dedicated efforts of countless staff members and individuals from the Prince George's County public schools community. Their efforts were invaluable. With a focus on the priorities established in Prince George's County Public Schools' Strategic Plan, the budget plan seeks to provide a quality education for all students.

While many school system staffs were involved in the development and adoption of this budget, the staff of Budget and Management Services deserves special recognition for their work. They spent many long hours working to develop, present and finalize this budget. Their dedication to quality and commitment to their responsibilities are appreciated.

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Acronyms

AED – Automated External Defibrillator
AI – Arts Integration
ALT-MSA – Alternate Maryland School Assessment
AP – Advanced Placement
ASBO – Associate of School Business Officials
ASCD - Association of Supervision and Curriculum Development
ASASP – Association Supervisory & Administrative School Personnel
ASPP – Adolescent Single Parenting Program
ATOD – Alcohol, Tobacco and Other Drugs
AVID – Advancement Via Individual Determination
BOE – Board of Education of Prince George’s County
CAFR – Comprehensive Annual Financial Report
CAP – Career Academy Programs
CEO – Chief Executive Officer
CGCS – Council of Great City Schools
CIP – Capital Improvement Program
COMAR – Code of Maryland Regulations
CPD – Continuing Professional Development
CPS – Child Protective Services
DHMH – Department of Health and Mental Hygiene
DWIP – Data Wise Improvement Process
EFMP – Educational Facilities Master Plan
ELL – English Language Learners
ESOL – English for Speakers of Other Languages
ESSA – Every Student Succeeds Act
ESY – Extended School Year
FARMS – Free and Reduced Meals
FTE – Full-Time Equivalent
FY – Fiscal Year
GAAP – Generally Accepted Accounting Practices
GCEI – Geographic Cost of Education Index
GFOA – Government Finance Officers Association
IAC –Interagency Committee on School Construction
IB – International Baccalaureate
IDEA – Individuals with Disabilities Education Act
IEP – Individualized Education Program
JAFP – Junior Achievement Finance Park
JROTC – Junior Reserve Officer Training Corps
KRA – Kindergarten Readiness Assessment
LAN – Local Area Network
LEA – Local Education Agency
LEP – Limited English Proficient
MAG – Maryland Assessment Group
MAP – Measures of Academic Progress
MBE – Minority Business Enterprise
MCAP – Maryland Comprehensive Assessment Program
MCCR – Maryland College and Career Ready Standards
MEEC – Maryland Education Enterprise Consortium
MMSR – Maryland Model for School Readiness
MOE – Maintenance of Effort
MPSSAA – Maryland Public Schools Athletic Association
MSDE – Maryland State Department of Education
NSF – National Science Foundation
NTI – Net Taxable Income
NWEA – Northwest Evaluation Association

Acronyms

PARCC – Partnership for Assessment of Readiness for
PGCEA – Prince George’s County Educators Association
PGCPS – Prince George’s County Public Schools
PTA – Parent Teacher Association
PTO – Parent Teacher Organization
QZAB – Qualified Zone Academy Bonds
SBB – Student-Based Budgeting
SDP – School Development Program
SPMT – School Planning and Management Team
STEM – Science, Technology, Engineering and Mathematics
STEP - Sharing Technology with Educators Program
TIC - Technology Integration Course
TNI – Transforming Neighborhood Schools Initiative
TSA – Technical Skills Assessment
VPP – Venture Philanthropy Partners
WAN – Wide Area Network

Glossary

ASL Interpreters	A service that provides professional sign language interpreters.
Actual Expenditures	The amount spent in the prior fiscal year.
Actual Staffing	The staffing allocation in the prior fiscal year.
Additional and Replacement Equipment	Athletic equipment, cafeteria equipment, computers, office furniture and equipment, and security alarm systems.
Administration (Function 201)	State mandated category. Activities associated with the regulation, direction and control of the school system, such as the superintendent, deputy superintendent, other professional staff, and secretaries and clerks. Some offices included in this category are the Board Office, Business Management Services, Internal Audit, Information Technology and Human Resources. This is a state mandated category.
Appropriation	Authority to spend money within a specified dollar limit for an approved program during a fiscal year. The County Council appropriates funds to Prince George's County Public Schools according to state categories.
Advancement via Individual Determination	An in-school college readiness system designed to increase student learning and performance. Its mission is to prepare students academically for four-year college eligibility. The core component of the program is the AVID Elective Course where students, grades 6-12, receive guidance, academic support from college tutors, organizational and study skills, and participate in activities that foster success in rigorous course work.
Balanced Budget	A balanced budget is a budget where expenditures are equal to revenue.
Before and After-School Fund	A special revenue fund used for financial transactions related to providing school age child care services before and after school hours.
Board Sources	Non-government sources including tuition (e.g., non-resident students), fees (e.g., reimbursements for community building use), and interest earnings on cash investments, and other miscellaneous revenues (e.g., sales of assets).
Budget	A plan of financial operation including an estimate of proposed expenditures for a given period of time.
CTS LanguageLink	Provides multilingual interpretation and translation services.
Capital Expenditures/Improvements	Repair or maintenance of facilities and grounds, including boiler repair, air conditioning units, carpet replacement, and the resurfacing of roads, parking lots, and play areas.
Capital Improvement Program	A multi-year plan for the provision of the school system's capital facility and infrastructure needs.
Capital Outlay (Function 215)	Activities associated with the cost of directing and managing the acquisition, construction, renovations of land, buildings, and equipment. This is a state mandated category.
Capital Projects Fund	A fund used for the purchase, construction, renovation, and maintenance of school buildings.
Career Academy Programs	Enables students to acquire the academic, technical, and life skills to make a successful transition from high school to postsecondary education and/or career opportunities. It is an integral component of Prince George's County Public School's Strategic Plan that every student graduates college and career ready.

Glossary

Category	Also known as State Category or Function. State law requires all county school districts to appropriate and record expenditures for education in accordance with standardized state budget categories. These categories are generally based on broad functional classifications such as Administration, Instruction, Maintenance and Special Education.
Code of Maryland Regulations (COMAR)	A compilation of Maryland State agency regulations.
Common Core State Standards	A set of high-quality academic expectations in English/language arts (ELA) and mathematics that define both the knowledge and skills all students should master by the end of each grade level to be on track for success in college and careers. They were created through a state-led initiative and have been adopted by more than 40 states, including Maryland, which is revising its Curriculum to align with the Common Core State Standards (CCSS).
Community Services (Function 214)	A state mandated category that includes activities that are provided by the school system for the community other than for public school activities.
Contracted Services	Contracted services include rental of buildings, advertising, contracted services, catering, and printing.
County	Refers to Prince George's County government.
Employee Benefits	Payments by the employer for social security taxes, retirement contributions, and group health and life insurance.
Expenditure Recovery	Costs or expenditures for self-supporting programs incurred during the normal course of business that are reimbursed by program areas that use the services (i.e. Transportation, In-House Printing).
Federal Sources	Revenue from any agency of the Federal Government that originates as a Federal program either directly from the Federal Government (e.g., Impact Aid and Head Start) or through the state of Maryland (e.g., Title I and IDEA-Part B grants).
Fiscal Year (FY)	Reference to a 12-month budget/accounting year which extends from July-June.
Fixed Charges (Function 212)	FICA, Health, Life and Unemployment Insurances, Retirement, and Worker's Compensation. This is a state mandated category.
Food Services Subsidy (Function 213)	Activities associated with the Food Services Program and contains additional funds necessary to support the operation of the program. This is a state mandated category.
Food and Nutrition Services Fund	A special revenue fund used for financial transactions relating to the school breakfast, school lunch, and child and adult nutrition care programs.
Full-Time Equivalent (FTE)	A method of equating less than full-time employees in permanent positions to a full time basis.
Fund Balance	Unliquidated surplus of funds, the actual from the previous fiscal year and the estimated from the current fiscal year, whether accrued from revenues or expenditures.
General Fund	Also known as the "Current Expense Fund:" accounts for all financial transactions in support of the educational process which are not recorded in other funds. Maryland law requires that this fund operate under a legally adopted annual budget.

Glossary

Health Services (Function 208)	Activities and personnel that provide physical and mental health activities which are not instructional and which provide students with appropriate medical, dental, and nursing services. This is a state mandated category.
Instructional Salaries & Wages (Function 203)	Activities directly related to the teaching of students, the interaction between teacher and students, and the well-being of students (i.e., teachers, media specialists, guidance counselors, school psychologists, mentor teachers, paraprofessional educators and reading specialists). This is a state mandated category.
Internal Services Fund	A fund used to account for the financing of goods or services provided by one department or agency to another department or agency of the governmental unit on a cost-reimbursement basis.
International Baccalaureate (IB)	An academically challenging and balanced course of study, that prepares students for success in college and life beyond. The mission of the program is to develop inquiring, knowledgeable, and caring young people who help to create a better, more peaceful world through intercultural understanding and respect.
LinkedIn	A business- and employment-oriented social networking service that operates via websites and mobile apps.
Local Sources	Revenue received out of funds from the appropriating body (County Council) for school purposes including a County contribution and designated revenues such as the Telecommunications Tax and Energy Tax.
Maintenance of Effort	State law requires each County to at least provide local funds for the next fiscal year at the same per pupil level as the current fiscal year.
Maintenance of Plant (Function 211)	Activities and personnel associated with keeping the grounds, buildings and fixed equipment in their original condition of completeness or efficiency through repair, scheduled and preventive maintenance or replacement of property. Includes personnel such as equipment operators, journeymen, and trades helpers. This is a state mandated category.
Maryland Model for School Readiness (MMSR)	A program was established by the Maryland State Department of Education in public schools in 1997 to respond to National Education Goal #1, which states that “all children should start school ready to learn.” It is based on a model designed to support local school systems in efforts to enhance school readiness among children.
Mid-Level Administration (Function 202)	Administration and supervision of district-wide and school-level instructional programs and activities. Includes personnel such as principals, vice principals, directors, coordinators, supervisors, specialists, secretaries and clerks, and programs such as Adult Ed, JROTC, Alternative Programs, Community-Based Classrooms, Evening High and Summer School, Career Ed, Business Ed, Family and Consumer Sciences, Technical Academies, Tech Ed, Vocational Support Services and Experimental Learning. This is a state mandated category.
Object	Identifies the purpose of expenditure (e.g., Salaries & Wages, Fringe Benefits) required under LEA reporting requirements.
On Behalf Contributions	When a local education agency (LEA) receives goods or services from another organization paid on behalf of the LEA, especially when the function enhances or complements the educational goals of the system.
Operating Budget	A comprehensive fiscal plan for financing the operating programs for a single fiscal year.

Glossary

Operation of Plant (Function 210)	Activities and personnel associated with keeping the physical building clean and ready for daily use. Personnel such as custodians and security professionals are included in this category. This is a state mandated category.
Other Instructional Costs (Function 205)	Rental of buildings, advertising, contracted services, catering, printing, local travel, registration fees, office furniture and equipment, and computers.
Other Operating Expenditures	A category of recurring expenses other than salaries and capital equipment costs that covers expenditures necessary to maintain facilities, collect revenues, provide services, and otherwise carry out departmental goals. Typical line items in this category are printing, travel, vehicle maintenance, and self-insurance.
PARCC	Assessments that measure whether students are meeting new, higher academic standards and are mastering the knowledge and skills they need to progress in their K-12 education and beyond.
PGCPS Strategic Plan	A long-range action plan to guide the system in preparing students for successful citizenry in the 21st century. The plan reflects the mission of the school system and addresses the system's priority goals.
Public Sector Budgeting	A module that provides the business side of the organization with tools to more easily manage finances.
Restricted	Grant appropriations that are usually federal or state and require, as a condition of receiving the funds that the Board of Education comply with conditions imposed by the grantor.
Revolving Fund	Used to account for the financing of certain self-supporting services provided by the Board of Education (i.e., Printing, Central Garage).
Salaries and Wages	Salaries for all Full-time and Part-time personnel including temporaries and substitutes.
School Activity Fund	Each individual school maintains a school activity fund to account for cash resources of various clubs, organizations, and annual Board allotments.
School Information System (SIS)	Manages student data, including grades, attendance records, and schedules.
Self-Insurance Fund	A proprietary fund where revenues are recorded when earned and expenses are recorded when liabilities are incurred.
Special Education (Function 206)	Provides educational services to disabled students; and funds personnel such as special education teachers, paraprofessional educators, instructional specialists, therapists, hearing interpreters, and programs such as Compliance, K-12 Services, Early Childhood Programs, and Nonpublic Education.
State Sources	Revenue from any agency of the state of Maryland that originates within the State, whether restricted in use or not (e.g., State share of the Foundation Program, State Compensatory Education, Student Transportation Aid, Limited English Proficiency, and Students with Disabilities [e.g., Nonpublic Placements]).
Sharing Technology with Educators Program (STEP)	An initiative that supports student achievement and assists administrators and school-based teams by integrating technology into instruction.
Student-Based Budgeting (SBB)	Allocates funding directly to schools based on the number of students enrolled and the specific needs of those students such as English language learners or students in particular grade levels.

Glossary

Student Personnel Services (Function 207)	Activities designed to improve student attendance at school and prevent or solve student problems in the home, school and community. Personnel such as pupil personnel workers, specialists, and secretaries and clerks; and programs such as the Appeals Office, Guidance Services, Family and Community Outreach, Interscholastic Athletics, Business Partnerships, Student Affairs/ Safe and Drug Free Schools are included in this category.
Student Transportation Services (Function 209)	Activities that involve the transporting of pupils to and from school activities either between home and school or on trips for curricular, co-curricular, and extra-curricular activities. Personnel such as bus drivers and bus aides; and activities concerned with the conveyance of students between home, school, and school activities are included in this category.
Supplies and Materials	Textbooks, library books, office supplies, awards, postage, testing supplies and materials.
Tax Reform Initiative by Marylanders (TRIM)	Limits the tax rate applied to the assessable real property base to \$2.40 per \$100 of assessed value.
Textbooks and Instructional Supplies (Function 204)	Funds textbooks, instructional materials, library books, classroom teacher supplies, and awards/recognitions.
TransACT™	Provides instant access to a library of forms, notices and letters to help communicate with parents who do not speak English.
Unrestricted	Appropriations comprising the majority of the total budget that can be used for any legal purpose desired by the Board of Education.
WordFast	Software designed to help translators save time, money and effort by storing translations in a translation memory database and retrieving that translated content automatically for future projects.