



# FY 2023

July 1, 2022-June 30, 2023

## Charles County Public Schools Approved Operating Budget

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*Superintendent*

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## **TRANSMITTAL LETTER**

## **REPORT ITEM FOR THE BOARD OF EDUCATION**

### **SUBJECT:**

Final FY 2023 Operating Budget

### **OVERVIEW:**

Charles County Public Schools (CCPS) is committed to focusing on students and our dedication to teaching and learning by inspiring, empowering, and providing the best public education. School year 2021-2022 continued to be a challenging year for teaching and learning. This coming school year, CCPS plans to continue our pledge to students, classrooms, and schools by engaging all students in meaningful and collaborative learning that prepares them to thrive in their future college and career paths. CCPS also plans to foster student and staff well-being by promoting a culture of safety, security, and wellness for all learning and work environments. This budget strives to maintain our purpose for all stakeholders.

The budget covers the fiscal period from July 1, 2022 through June 30, 2023. The recommended operating budget totals \$439,014,077 and represents an increase of \$30.9 million, or 7.6 percent, over our FY 2022 base operating budget. The REVISED Preliminary DRAFT Calculations for the Major State Aid Programs from Maryland State Department of Education (MSDE) presumes an increase in funding by \$19.3 million or 9.6 percent. The County Commissioner's funding is an increase of \$12.0 million, or 6.0 percent. The base operating budget also assumes the use of \$3.3 million fund balance, which was the same amount used to partially fund our FY 2022 budget.

Expenditure increases include mandatory health care costs, the nurses' contract with Charles County Health Department, negotiated school bus contractor wages, MABE liability insurance and workers' compensation premiums, and a 4% COLA established in the fall of 2021 for AFSCME. The COLA addressed the support staff wage shortfall in comparison to the market as reported by an independent compensation study provided by MAG. Another mandatory expenditure increase includes the addition of two Board Members.

Other cost increase requests include a reserve for collective bargaining, funds to hire two (2) bus attendants, four (4) bus drivers and one (1) mechanic for internal bus route expansion, closed captioning for live streaming and videos, expansion of Virtual Program to include six (6) new FTE's, as well as the expansion of dual/early college enrollment for high school students through The College of Southern Maryland (CSM). Funds requested would also provide an increase in base budgets for the Office of School Safety and Security for background checks, supplies, and radio maintenance, and the Office of Technology to sustain growth, and repair and maintenance of aging equipment. Additionally, we request resources to raise our FTE's for the need of Therapeutic and Behavioral Support Counselors (4.5) for elementary level, a Chief of Schools, an Instructional Specialist for our growing English Language Learner (ELL) program, and .50 Bilingual Outreach Facilitator, which is partially funded with Title III Grant. As part of the Blueprint Prekindergarten expansion from half-day to full day classes, we need seven (7) Teachers and Instructional Assistants, and one (1) Prekindergarten Specialist. CCPS also needs to incorporate a Mental Health Coordinator position into the operating budget. This position was previously funded through a MSDE restricted grant. The Blueprint for Maryland's Future has included the Concentration of Poverty - "Community School" funding, which was previously grant funded. An eligible concentration of poverty school is identified by having at least 65 percent of the average student enrollment, for the prior three (3) fiscal years, FARMS eligible. CCPS has two (2) eligible Community Schools in FY 2023, Samuel A. Mudd Elementary, and Indian Head Elementary. The requirements of this funding is to employ a community school coordinator and licensed professional healthcare

practitioner for each eligible Community School. Lastly, the Blueprint for Maryland's Future has included Transitional Supplemental Instruction (TSI) funding which was previously grant funded. TSI means additional academic support for struggling learners using evidence-based programs and strategies that meet the expectations of strong or moderate evidence as defined in the Federal Every Student Succeeds Act.

Full time wages will be budgeted at 99 percent of actual cost, as was also done in the prior fiscal year. This allows CCPS to fund necessary items or programs and still maintain a balanced budget. Even though we had a decrease in student enrollment for FY 2022 due to COVID-19, enrollment projections for FY 2023 include an increase of 1,144.25 FTEs over the September 30, 2021 actuals. This brings enrollment figures back to FY 2021 FTE's projections and will not require additional teachers other than teachers needed for the virtual school expansion and the teachers needed for prekindergarten due to the Blueprint.

The Food and Nutrition Services (FNS) program breakfast and lunch prices will comply with the Maryland Cares for Kids Act (House Bill 315). There will be no meal price changes for breakfast and lunch for paid students. FNS plans to rebound back to pre-COVID levels with the reinstatement of children's payments as a result of the anticipated lapse of the United States Department of Agriculture's (USDA) nationwide waiver to extend free meals through June 30, 2022.

The budget request recognized education as a top priority and reflects the needs of the school system, as required by the Education Article § 4-205. The successes of our school system significantly impacts the quality of life of the entire community.

#### RECOMMENDATION/FUTURE DIRECTION:

We ask that the BOE approves the revised FY 2022 Operating Budget prior to the beginning of the fiscal year so that we may forward it to the County Commissioners for final approval.

## FY 2023 BUDGET PLANNING MODEL – Revenue

DESCRIPTION	FTE	FY 2023
<b>BASE REVENUE BUDGET</b>		\$ 408,097,147
REVENUE INCREASES:		
County Funding - Additional Base		12,000,000
One-time, Non-recurring Additional County Funding		(337,264)
6.0% TOTAL ADDITIONAL COUNTY FUNDING		11,662,736
-58.0% MISCELLEANOUS REVENUE		(58,000)
9.6% STATE FUNDING (Unofficial Estimate)		19,312,194
TOTAL REVENUE INCREASES:		30,916,930
<b>TOTAL REVENUE BUDGET</b>		<b>439,014,077</b>
Percent Increase		7.6%

## FY 2023 BUDGET PLANNING MODEL – Mandatory Expenses

DESCRIPTION	FTE	FY 2023
<b>BASE EXPENDITURE BUDGET</b>		\$ 408,097,147
MANDATORY COST INCREASES:		
6% Health Care Costs (estimate)		2,956,000
8% Bus Contracts - Pay scale recalibration		2,616,462
Inclusive of a \$423,477 cost reduction associated with four routes		
15% MABE Liability Insurance and Workers' Compensation Premium Increase (estimate)		570,000
13% Nurses' Contract - (estimate)		488,701
COLA Increases for AFSCME - 4% Fall of 2021 (Full Year Cost)		2,107,800
Additional Board Members (2)		12,000
<b>TOTAL MANDATORY COST INCREASES:</b>	-	<b>8,750,963</b>

## FY 2023 BUDGET PLANNING MODEL - Other Expenses

DESCRIPTION	FTE	FY 2023
<b>BASE EXPENDITURE BUDGET</b>		<b>\$ 408,097,147</b>
<b>TOTAL COLLECTIVE BARGAINING ASSUMPTIONS:</b>	<b>-</b>	<b>14,194,989</b>
Includes \$7.6M attributable to the Blueprint and \$2.4M reduction for 1% vacancy savings		
<b>OTHER BUDGET CHANGES:</b>		
Blueprint Implementation Costs:		
Title I Staff Prekindergarten Conversion	27.0	2,001,513
Prekindergarten Specialist	1.0	126,250
English Language Learner Specialist	1.0	127,000
Bilingual Outreach Facilitator	0.5	34,014
The College of Southern Maryland Early College Program (Estimated 150 Students)		
Annual Tuition Cost (34 credit hours)		427,125
Annual Instruction Supplies		240,629
Transportation (estimated)		27,000
Prekindergarten Expansion - Supplies and Professional Development		348,641
Prekindergarten Expansion - 5 Teachers and 2 Instructional Assistants	7.0	600,670
<b>TOTAL Blueprint Implementation Costs:</b>		<b>3,932,842</b>
Virtual Program		
4 Teachers, 1 Computer Analyst, and 1 Counselor	6.0	640,000
Apex/Pearson Cost for AP Courses		186,000
<b>TOTAL Virtual Program</b>		<b>826,000</b>
School Bus Staff for Route Expansion		
Bus Attendants (2)	2.0	71,000
Bus Drivers (4)	4.0	180,000
Mechanic II (1)	1.0	85,250
Reallocation of existing transportation budget for additional bus purchases		
<b>TOTAL School Bus Staff for Route Expansion</b>		<b>336,250</b>
Non-instruction and instruction budget increases		
Chief of Schools	1.0	220,751
Mental Health Coordinator (formally Kirwan funded)	1.0	157,322
Technology budget increase to sustain growth, repair and aging equipment		750,000
Office of Technology - Microsoft Premier Services		180,000
Non-instructional budget increases		
Office of Communications - Closed Captioning		20,000
Office of School Safety and Security - Increase in background check		50,000
Office of School Safety and Security - Increase in Office Supplies budget		10,000
Office of School Safety and Security - Increase in Hardware maintenance budget		50,000
Office of Human Resources - Employee Assistance Program (EAP) Services		1,250
Instructional budget increases		
Illustrative Math - Student Resources		68,063
Illustrative Math - 6-8 Consumable Student Kits		19,080
Illustrative Math - Algebra I		64,500
MyPath		192,675
IXL		23,483
DreamBox		175,000
Discovery Education Techbook		269,500
Gizmos Simulations		66,000
Revision Assistant		70,000
Turnitin/Feedback Studio/Revision Assistant		112,165
Talking Points		40,000
Passport		45,040
Nearpod/Flocabulary/SEL		141,127
Therapeutic/Behavioral Support - Counselors	4.5	450,000
Reallocation of existing instruction budget		(184,522)
Attrition of 26.35 FTEs	(26.35)	(1,875,257)
Concentration of poverty addition		
Nursing Services		188,403
Community School Coordinators	2.00	331,259
Transitional Supplemental Instruction		
Reading and Math Interventionist Instructional Assistants	35.00	1,614,064
Transitional Supplemental Instruction Supplies		21,247
<b>TOTAL Non-instruction and instruction budget increases</b>		<b>3,271,150</b>
<b>TOTAL OTHER BUDGET CHANGES:</b>	<b>66.7</b>	<b>8,366,242</b>
<b>BUDGET REDUCTIONS:</b>		
One-time, Non-recurring Additional County Funding - North Point Fiber Project		(247,264)
One-time, Non-recurring Additional County Funding - Staff Mental Health PD		(90,000)
Vending Commissions		(58,000)
<b>TOTAL BUDGET REDUCTIONS:</b>	<b>-</b>	<b>(395,264)</b>
<b>TOTAL EXPENDITURE BUDGET</b>	<b>66.7</b>	<b>439,014,077</b>
<b>NET SURPLUS/(DEFICIT)</b>		<b>(0)</b>

# OPERATING REVENUE

\*\*\* PROPOSED \*\*\*



FISCAL YEARS						
	21	22		23		
DESCRIPTION	FINAL \$	BUDGET	BUDGET	VARIANCE \$	%	
GENERAL FUND						
50 - STATE REVENUES						
5030 - STATE-NONPUBLIC SPEC ED	1,034,845	1,194,373	1,194,373	(0)	0.0%	
5031 - STATE-FOUNDATION PROGRAM	117,446,673	116,480,067	131,905,913	15,425,846	13.2%	
5032 - STATE-SPECIAL ED FORMULA	8,819,935	8,463,409	11,481,756	3,018,347	35.7%	
5033 - STATE-TRANSPORTATION	12,202,758	11,439,946	13,184,502	1,744,556	15.2%	
5036 - STATE-COMPENSATORY AID	36,633,888	39,368,144	39,368,144	(0)	0.0%	
5041 - STATE-OUT OF COUNTY	48,012	0	0	(0)	0.0%	
5044 - STATE-MEDICAID REVENUES	1,033,809	890,000	890,000	(0)	0.0%	
5045 - STATE-LIMITED ENGLISH	3,923,849	4,050,806	5,310,430	1,259,624	31.1%	
5046 - STATE-GUARANTEED TAX BASE	791,257	1,684,613	2,864,668	1,180,055	70.0%	
5048 - STATE-GCEI	3,897,013	3,847,123	4,119,541	272,418	7.1%	
5050 - STATE-NET TAXABLE INCOME	7,154,144	5,998,416	2,258,264	(3,740,152)	-62.4%	
5060 - STATE-KIRWAN TEACHER INCENTIVE ELIGIBILITY	2,819,158	2,819,158	0	(2,819,158)	-100.0%	
5061 - STATE-KIRWAN SPECIAL EDUCATION FORMULA	2,239,026	2,239,026	0	(2,239,026)	-100.0%	
5062 - STATE-KIRWAN PRE-KINDERGARTEN	1,533,317	1,986,887	5,063,961	3,077,074	154.9%	
5065 - STATE-KIRWAN DISABLED TRANSPORTATION	0	878,000	0	(878,000)	-100.0%	
5066 - STATE KIRWAN CAREER LADDER	0	0	205,359	205,359		
5067 - STATE-KIRWAN CAREER COLLEGE READINESS	0	0	650,278	650,278		
5068 - STATE-CONCENTRATION OF POVERTY	0	0	519,662	519,662		
5069 - STATE-TSI	0	0	1,635,311	1,635,311		
50 - STATE REVENUES Total	199,577,684	201,339,968	220,652,162	19,312,194	9.6%	
51 - FEDERAL REVENUES						
5152 - FEDERAL THRU COUNTY	565,310	0	0	(0)	0.0%	
5153 - FEDERAL-IMPACT AID	264,346	476,000	476,000	(0)	0.0%	
5154 - RESTRICTED-FEDERAL DIRECT	165,872	0	0	(0)	0.0%	
5155 - FEDERAL-R.O.T.C.	607,594	430,000	430,000	(0)	0.0%	
5161 - FEDERAL-SP ED IMPACT AID	86,069	64,000	64,000	(0)	0.0%	
51 - FEDERAL REVENUES Total	1,689,192	970,000	970,000	(0)	0.0%	
52 - LOCAL REVENUES						
5201 - DAMAGED GOODS	14,935	0	0	(0)	0.0%	
5204 - PRIOR YEAR FUND BALANCE TRANSFER	116,325	3,344,435	3,344,435	(0)	0.0%	
5206 - TUITION-SUMMER YOUTH CAMP	24,209	25,000	25,000	(0)	0.0%	
5207 - TUITION-SUMMER SCHOOL	51,341	92,296	92,296	(0)	0.0%	
5208 - TUITION-OUT OF STATE	288,821	185,400	185,400	(0)	0.0%	
5209 - TUITION-PARENT PAYMENTS	43,408	89,100	89,100	(0)	0.0%	
5210 - INTEREST INCOME	54,423	436,680	436,680	(0)	0.0%	
5211 - RENT-SCHOOL FACILITIES	5,276	191,200	191,200	(0)	0.0%	
5212 - PAYROLL TRANSFERS	7,269	73,000	73,000	(0)	0.0%	
5215 - SALE OF PROPERTY	1,374	6,000	6,000	(0)	0.0%	
5216 - TUITION-OTHER MD COUNTIES	226,614	128,504	128,504	(0)	0.0%	
5221 - MISCELLANEOUS REVENUE	22,071	12,200	12,200	(0)	0.0%	
5222 - RESTITUTION	1,000	10,000	10,000	(0)	0.0%	
5225 - REBATES	56,788	54,431	54,431	(0)	0.0%	
5226 - VENDING COMMISSIONS	42,000	100,000	42,000	(58,000)	-58.0%	
5227 - TUITION-NOVEL	0	15,269	15,269	(0)	0.0%	
5228 - UNCLAIMED ESTATES	3,819	0	0	(0)	0.0%	
5262 - NET INSURANCE RECOVERY	171,208	0	0	(0)	0.0%	
52 - LOCAL REVENUES Total	1,086,738	4,763,515	4,705,515	(58,000)	-1.2%	
53 - LOCAL COUNTY APPROPRIATIONS						
5300 - COUNTY-SUPPLEMENT	32,567	337,264	0	(337,264)	-100.0%	
5301 - COUNTY-APPROPRIATIONS	195,714,600	200,686,400	212,686,400	12,000,000	6.0%	
53 - LOCAL COUNTY APPROPRIATIONS Total	195,747,167	201,023,664	212,686,400	11,662,736	5.8%	
GENERAL FUND Total	398,100,780	408,097,147	439,014,077	30,916,930	7.6%	
+ FOOD SERVICE *	5,143,077	13,365,260	16,245,215	2,879,955	21.5%	
+ RESTRICTED	22,851,828	73,055,723	61,246,503	(11,809,220)	-16.2%	
Grand Total	426,095,684	494,518,130	516,505,795	21,987,665	4.4%	



## OPERATING BUDGET EXPENSES by Category and Object Code



### CATEGORY

\*\*\* PROPOSED \*\*\*

FISCAL YEARS 						
		21	22	23		
DESCRIPTION 		FINAL \$	BUDGET	BUDGET	VARIANCE \$	% CHANGE
GENERAL FUND						
01 - ADMINISTRATION		14,474,301	13,425,411	14,226,105	800,694	6.0%
02 - MID-LEVEL ADMINISTRATION		24,257,013	26,385,093	29,927,536	3,542,443	13.4%
03 - INSTRUCTION						
71 - SALARIES & WAGES		140,759,390	150,133,701	160,850,760	10,717,059	7.1%
73 - SUPPLIES & MATERIALS		8,582,064	5,440,485	5,244,779	(195,706)	-3.6%
OTHER INSTRUCTIONAL COSTS		1,259,305	2,212,640	3,872,491	1,659,851	75.0%
<b>03 - INSTRUCTION Total</b>		<b>150,600,759</b>	<b>157,786,826</b>	<b>169,968,030</b>	<b>12,181,204</b>	<b>7.7%</b>
04 - SPECIAL EDUCATION		37,931,363	41,157,727	42,835,853	1,678,126	4.1%
05 - STUDENT PERSONNEL SERVICE		4,079,903	4,245,291	5,183,866	938,575	22.1%
06 - STUDENT HEALTH SERVICES		3,722,803	4,191,900	4,869,004	677,104	16.2%
07 - STUDENT TRANSPORTATION		24,192,533	35,473,430	38,605,267	3,131,837	8.8%
08 - OPERATION OF PLANT		43,977,332	30,342,150	33,052,826	2,710,676	8.9%
09 - MAINTENANCE OF PLANT		9,160,033	8,979,306	9,301,025	321,719	3.6%
10 - FIXED CHARGES		76,442,725	83,245,390	87,965,215	4,719,825	5.7%
12 - COMMUNITY SERVICE		325,793	535,098	680,118	145,020	27.1%
13 - CAPITAL OUTLAY		8,936,221	2,329,525	2,399,232	69,707	3.0%
<b>GENERAL FUND Total</b>		<b>398,100,780</b>	<b>408,097,147</b>	<b>439,014,077</b>	<b>30,916,930</b>	<b>7.6%</b>
FOOD SERVICE*		5,143,077	13,365,260	16,245,215	2,879,955	21.5%
RESTRICTED		22,851,828	73,055,723	61,246,503	(11,809,220)	-16.2%
<b>Grand Total</b>		<b>426,095,684</b>	<b>494,518,130</b>	<b>516,505,795</b>	<b>21,987,665</b>	<b>4.4%</b>






### OBJECT

\*\*\* PROPOSED \*\*\*

FISCAL YEARS 						
		21	22	23		
DESCRIPTION 		FINAL \$	BUDGET	BUDGET	VARIANCE \$	% CHANGE
GENERAL FUND						
71 - SALARIES & WAGES		226,499,612	242,533,675	261,458,953	18,925,278	7.8%
72 - CONTRACTED SERVICES		40,418,165	54,323,677	60,670,422	6,346,745	11.7%
73 - SUPPLIES & MATERIALS		29,571,024	10,830,469	11,307,355	476,886	4.4%
74 - OTHER CHARGES		8,217,189	12,055,402	12,686,972	631,570	5.2%
75 - EQUIPMENT		10,863,156	1,547,940	1,364,566	(183,374)	-11.8%
78 - FIXED CHARGES		76,442,725	83,245,390	87,965,215	4,719,825	5.7%
79 - TRANSFERS		6,088,908	3,560,594	3,560,594	0	0.0%
<b>GENERAL FUND Total</b>		<b>398,100,780</b>	<b>408,097,147</b>	<b>439,014,077</b>	<b>30,916,930</b>	<b>7.6%</b>
FOOD SERVICE*		5,143,077	13,365,260	16,245,215	2,879,955	21.5%
RESTRICTED		22,851,828	73,055,723	61,246,503	(11,809,220)	-16.2%
<b>Grand Total</b>		<b>426,095,684</b>	<b>494,518,130</b>	<b>516,505,795</b>	<b>21,987,665</b>	<b>4.4%</b>

## OPERATING BUDGET Full-time Equivalent Staff

\*\*\* PROPOSED \*\*\*

FISCAL YEARS 				
	21	22	23	
DESCRIPTION 	ACTUAL	BUDGET POSITIONS	BUDGET POSITIONS	FTE CHANGE
 GENERAL FUND				
01 - ADMINISTRATION	95.0	90.0	90.0	0.0
02 - MID-LEVEL ADMINISTRATION	286.5	297.6	299.6	2.0
03 - INSTRUCTION	2,042.3	2,214.7	2,266.4	51.7
04 - SPECIAL EDUCATION	599.6	641.0	645.0	4.0
05 - STUDENT PERSONNEL SERVICE	49.0	49.5	51.5	2.0
06 - STUDENT HEALTH SERVICES	0.0	0.0	0.0	0.0
07 - STUDENT TRANSPORTATION	20.0	31.0	38.0	7.0
08 - OPERATION OF PLANT	265.5	275.5	276.5	1.0
09 - MAINTENANCE OF PLANT	63.0	65.0	64.0	(1.0)
12 - COMMUNITY SERVICE	0.0	0.0	0.0	0.0
13 - CAPITAL OUTLAY	6.0	6.0	6.0	0.0
<b>GENERAL FUND Total</b>	<b>3,426.9</b>	<b>3,670.3</b>	<b>3,737.0</b>	<b>66.7</b>
 FOOD SERVICE	116.7	134.3	138.4	4.1
 RESTRICTED	108.5	121.3	70.5	(50.8)
<b>Grand Total</b>	<b>3,652.2</b>	<b>3,925.9</b>	<b>3,945.8</b>	<b>19.9</b>

Note: School Nursing Services are provided by the Charles County Health Department (41 nurses, one at each school and centers, 4 floating positions, and 2 supervisors).

# BUDGET EXPLANATION

## DESCRIPTION OF REVENUES

### **LOCAL (County) Funding Request**

Local funding sources derive primarily from property tax revenues. Adequate local funding is essential to the current and continued success of CCPS. The Commissioners of Charles County determine funding based on tax revenues, and formula-based calculations in accordance with a statutory Maintenance of Efforts (MOE) provision. The provision requires that a county government provide, on a per pupil basis, at least as much funding for the local school system as was provided in the prior fiscal year. In order to fully fund the operating budget requirements, the school system is requesting funding to avoid any negative effect on programs and personnel.

### **STATE Revenue**

Local school systems are fiscally dependent on state appropriations. Revenue from the state of Maryland is provided primarily through statutory formulas on a per pupil basis. Funding is determined by a factor of formulas based on changes in student enrollment, county wealth, and free-and-reduced meal enrollments. The following is a summary of major state revenue categories:

- ❖ Foundation Program – funding based on school enrollment and county wealth
- ❖ Students with Disabilities – funding to support Special Education or students with disabilities.
- ❖ Students with Disabilities Reimbursement – funding to support students placed in non-public special education schools.
- ❖ Transportation – aid to support the transportation of students to and from school.
- ❖ Compensatory Education – funding directed to the education of students who are economically disadvantaged.
- ❖ Limited English – funding to support students with limited English proficiency.
- ❖ Guaranteed Tax Base – provides funding to support school systems with less than 80% of statewide wealth per pupil.
- ❖ Geographic Cost of Education Index (GCEI).
- ❖ Net Taxable Income (NTI) Adjustments – formula funding that includes a local wealth component.
- ❖ The Blueprint for Maryland’s Future – (non-restricted) – provides funding to maintain prior approved policies and implement new policy areas:
  - Supplemental Pre-Kindergarten for Early Childhood Education – expansion of eligible full-day slots for prekindergarten students through local school programs and private providers in the community
  - Career Ladder for Educators and National Board Certification – provides funding for a four-level career ladder for teachers and salary increases for teachers with National Board Certification (NBC)
  - College and Career Readiness – funding for curriculum and resources that enables students to achieve ‘college-and-career-ready’ status by the end of tenth grade which allows them to pursue Advanced Placement and early college pathway programs in eleventh and twelfth grade
- ❖ Concentration of Poverty - An eligible concentration of poverty school is identified by having at least 65 percent of the average student enrollment, for the prior three (3) fiscal years, FARMS eligible
- ❖ Transitional Supplemental Instruction (TSI) – means additional academic support for struggling learners using evidence-based programs and strategies that meet the expectations of strong or moderate evidence as defined in the Federal Every Student Succeeds Act.

## **Food and Nutrition Services**

The Food and Nutrition Services (FNS) department manages all aspects of the Food Service Fund. FNS depends primarily on revenue from federal, state, and local (children's payments) resources. Revenue from children's payments during this school year, 2022-2023, will be from paying students and 'a la carte' purchases.

Meal services for the FY 2023 school year will return to the National School Breakfast and National School Lunch program. All waivers that allowed FNS to operate the Seamless Summer Option expires on June 30, 2022. School breakfast and lunch prices will not change, from the previous year, for paying students.

### **Elementary**

Breakfast - \$1.35

Lunch - \$2.80

### **Secondary**

Breakfast - \$1.50

Lunch - \$3.05

## **Restricted Funds**

Restricted funds are received from state and federal agencies, as well as private grants. Grants are used primarily to supplement existing or implement new instructional programs or projects. All budgeted amounts are based on original proposals. In most cases, changes between fiscal years are due to final allocations from authorizing agencies. Final grant allocations are usually official in the month of September.

Restricted funds for FY 2023 are estimated to total \$61.2 million. This is a decrease from the previous fiscal year due to the sunset of the NOAA B-Wet grant (\$44 thousand), Prekindergarten Enhancement grant (\$619 thousand), and the spenddown of the multi-year grants listed below. Additional grants CCPS anticipates receiving in FY 2023 totals \$9.2 million. This includes \$1.5 million in grants for the Department of Early Intervention/Special Education Services, \$405 thousand for ARP Homeless Children & Youth Funds Phase I & II, and \$7.3 million MD Leads Grant via additional Elementary and Secondary Schools Emergency Relief (ESSER) Funds.

The Blueprint for Maryland's Future (House Bill 1372) included new restricted state aid, funded through the American Rescue Plan Act, for CCPS in support of the following programs: (remaining balances shown)

- School Reopening – Ending 12/31/24 - \$285,000
- Summer School – Ending 12/31/24 - \$1,001,050
- Behavioral Health – Ending 12/31/24 – \$750,505
- Supplemental Instruction/Tutoring – Ending 12/31/24 – \$2,109,500
- Transitional Supplemental Instruction (TSI) – Ending 12/31/24 – \$340,000
- Elementary and Secondary Schools Emergency Relief Funds
  - ESSER III – Ending 9/30/24 – \$26,000,000
  - MD Leads – New in FY23 - Ending 9/30/24 - \$7,366,622

## **DESCRIPTION OF EXPENDITURES**

### **Mandatory Costs**

Mandatory Costs reflect expenditures that are required by law, such as retirement and employee benefits, and support contractual commitments like bus and nurses' contracts. The increase in Mandatory Costs for FY 2023 totals \$8,750,963.

### **Health Insurance**

Annual health care cost increases are due to claims and additional enrollments. This budget provides funding for anticipated industry trend cost increases. The CCPS insurance committee meets on a regular basis to review and discuss health care costs. Changes to benefits or employee contribution levels (75/25) must be negotiated with collective bargaining units. The increase in health care costs for FY 2023 totals \$2,956,000 or a 6% increase.

### **Bus Contracts**

Under Maryland Annotated Code § 7-804(b) (2) (i), CCPS may not transport school children on a school bus that is older than 15 years. The school system's current operational bus fleet consists of 382 total buses: 369 contractual buses and 13 buses owned by CCPS (six regular, five special needs, one spare, and one for training). The five CCPS special needs buses transport students daily to out-of-county placements.

The request reflects recent contract modifications based on the Consumer Price Index (CPI).

### **Maryland Association of Boards of Education (MABE) Insurance Premium**

Founded in 1957, MABE is a private, non-profit organization dedicated to serving and supporting boards of education in Maryland. MABE offers a diverse range of ongoing services such as MABE Insurance Trusts, the Group Insurance Pool, and the Workers' Compensation Fund.

This budget request reflects a 15 percent insurance premium increase for workers' compensation, liability, and property. CCPS did not increase the budget for MABE premiums last fiscal year. We relied on existing funding to absorb any cost increases.

### **Nurses' Contract**

Funding includes estimated contract increases of 13 percent for wages, benefits, and anticipated increase in hourly rates for contracted agency nurses. School Nursing Services are provided by the Charles County Health Department. We currently have 41 nurses, one at each school and center, four (4) floating positions, and two (2) supervisors. Currently, the number of contracted Health Department agency nurses outnumber the number of merit nurses.

### **4% COLA for AFSCME**

Funding for the full year cost of the 4% adjustment made in the fall of 2021 to address the discrepancy between market salaries and support staff as reported by the independent compensation study performed by MAG. This adjustment was necessary to attract, retain and invest in CCPS support staff to ensure the continued efficient operation of the school system.

### **Additional Board Members**

Acceding with Maryland House Bill 749 – Charles County-Board of Education-Membership Alterations, passed during the 2021 Legislative Session, the Charles County Board must consist of nine elected members. CCPS currently has seven elected Board members.

## **Reserve for Collective Bargaining**

In an effort to attract, retain, and invest in high quality teachers and staff, this request is to establish a reserve for collective bargaining with the Education Association of Charles County (EACC) and the American Federation of State, County and Municipal Employees (AFSCME). The estimated reserve amount supports FY 2023 funding needs.

## **OTHER COST INCREASES**

### **The Blueprint for Maryland's Future – Policy Implementation Costs**

Pursuant to the Blueprint for Maryland's Future Legislation (HB1372), several policy areas must be implemented with FY 2023.

- ❖ **Investing in High Quality Early Childhood Education and Care** – requiring the significant expansion of full-day prekindergarten, through local school programs and private providers in the community, so all children have the opportunity to begin kindergarten ready to learn. Currently CCPS has 15 schools with full-day programs and seven (7) that are half-day. CCPS plans to convert the seven (7) schools with half-day to full-day programs. CCPS also intends to increase prekindergarten classes at three (3) schools. The expansion of classrooms will require more teachers and instructional assistants (7 FTE's), furniture, material of instruction supplies, and accreditation materials and supplies for three (3) schools. Additional support of a Prekindergarten Instructional Specialist (1 FTE) is necessary to assist our Specialist in Early Childhood with the requirements of the prekindergarten expansion. The position would aid in a resource-intensive application and verification process, provide assistance with the anticipated increase of students, the need for more teaching and support staff, and professional development to prekindergarten educators. The Specialist would also assist with the requirement that all prekindergarten programs be accredited through the Maryland State Department of Education (MSDE), and will help construct outreach programs to childcare providers, community organizations, and parents and students.
  - Title I Staff -Prekindergarten conversion – during the FY 2022 school year, Title I converted their Thriving 3's program to prekindergarten classrooms. This resulted in supplanting between the Operating Budget and Title I. In order to act in accordance with the requirements of The Blueprint's Early Childhood policy, CCPS had to transfer the cost of 14 personnel, teachers and instructional assistants, to the operating budget. In FY 2023, CCPS will need to convert the remaining 13 Title I prekindergarten staff (seven teachers and six instructional assistants) to the operating budget.
- ❖ **Elevating Teachers and School Leaders/Career Ladder for Educators and National Board Certification** – develop career ladders for teacher and school leaders by raising the standards of the teaching profession. Requires 10 percent raises over five years (2019-2024) and additional salary increases for teachers receiving National Board Certification (NBC).
- ❖ **Creating a World-Class Instructional System/College and Career Readiness** - requires all local school systems to provide students who have met college and career readiness standards with access to a set of program pathways. CCPS will implement an Early College Program through the College of Southern Maryland (CSM) to enable enrolled students to earn college credits, with the possibility of earning an associate degree, while in high school. The cost of implementing this program would include tuition, instructional supplies, and transportation.
- ❖ **Providing More Support to Students Who Need it the Most** – revises the funding formula for special education students and provides increased support for English learners. One-way CCPS would like to implement this policy and aid our expanding English Language Learners (ELL) program is to add an ELL Specialist (1 FTE), and a Bilingual Outreach Facilitator (.50 FTE). The ELL Specialists will facilitate activities to help increase the English language proficiency and achievement of ELL's and model direct instruction to teachers through



explicit academic language development, the application of instructional strategies, vocabulary instruction and effective sheltered instruction techniques, and coaching teachers to apply most effective teaching tools. The .50 FTE will be partially funded by Title III. The Facilitator will support the international and multilingual communities of CCPS to improve EL academic achievement and school engagement. This position will also include translation of documents, training and supporting the Interpreter program and some ESOL data and records management.

### **Virtual Program Expansion**

CCPS would like to offer additional courses to include select Honors and Advanced Placement as well as additional pathway to graduation through completion of a state-approved career and technical education (CTE) program. The expansion cost includes six addition personnel (6 FTE's – 4 Teachers, 1 Computer Analyst, and 1 Counselor) and digital learning courses through APEX Learning.

### **Transportation and Bus Route Expansion**

CCPS wants to continue providing safe, reliable, and efficient transportation to and from school for students. Independent school bus contractors provide student transportation, but there is a need to expand bus routes provided by the school system. The cost of the route expansion includes hiring eight personnel (4 Bus Drivers, 2 Bus Attendants, and 1 Mechanic II).

### **Budget Increases**

- ❖ Chief of Schools - CCPS will restore a previously expunged position for a Chief of Schools (1 FTE). The position will oversee the direct supervision of schools, school leader development, and the safety and security of schools.
- ❖ Mental Health Services Coordinator - Starting in FY 2023, appropriation for a full-time mental health services coordinator position (1 FTE) is included in our state funding calculation, for MSDE's foundation program, through the operating budget. This position, pursuant to the Safe to Learn Act (Chapter 30) of 2018, was previously funded by MSDE through a restricted grant.
- ❖ Technology – an increase in our technology budget is necessary due to the increased reliance of technology within our school system. CCPS must maintain our existing systems while keeping them secure, replace and replenish outdated systems, and provide new students and staff with equivalent services and devices. Many of our licensing agreements are tied to student enrollment and/or staffing numbers. Also, with the growing reliance on our Microsoft cloud infrastructure, we need to incorporate more services to the school system by Microsoft. CCPS needs the increase in funding in order to maintain and address our growing needs.
- ❖ Communications – an increase to provide closed captioning for live streaming and videos.
- ❖ School Safety and Security – additional funds are vital to increase the budgets for background checks and related supplies, and hardware maintenance. We anticipate an upsurge of personnel due to the high volume of turnover, staffing for summer programs, and an increase in volunteers, all requiring background checks at the same time we continue to perform random background checks for current CCPS employees. The hardware maintenance budget is to continue to build and maintain our state-of-the-art radio system that supports each of our buildings to increase safety.
- ❖ Human Resources – request an increase in budget for our Employee Assistance Program (EAP). CCPS would like to expand our EAP services by offering confidential assessments, referrals, counseling, prevention and education programs for employees and dependents.
- ❖ Department of Instruction – requests budget increases to supplement or add to our current math, science, social studies, and literacy programs.

- Illustrative Math – Student Resources for Elementary

- Illustrative Math – 6-8 Consumable Student Kits – provides real-world problem-based resources that allow students to engage with investigations, practice, and application from lessons.
- Illustrative Math – Algebra 1 (Grades 8-9) – real-world problem-based curriculum resources that are rigorous, coherent, and focused to help students improve their math vocabulary and succeed on the Algebra I MCAP Assessments.
- MyPath – i-Ready Personalized Instruction at middle schools—a powerful tool that provides targeted instruction, real-time data, and insights into students’ areas of strength, learning, and growth in math.
- IXL – Mathematical skill building program in Foundations of Algebra and Algebra I for middle and high schools
- DreamBox Math – K-8 online math program to supplement core instruction. The program adapts and challenges based on students’ progress
- Discovery Education – Grades 5-12 for Science and Grades 6-12 for Social Studies and High School Math
- Gizmos Simulations – provides real world investigations and experiments on science by manipulating lab materials, completing lab investigations, and analyze experimental data.
- Revision Assistant and Turnitin/Feedback Studio– for middle and high school students. Both programs provide online platforms for writing. They administer writing prompts, resources, and immediate feedback solutions.
- Talking Points – this program is a tool that facilitates communication between school administrators, teachers, staff, and parents.
- Passport – an online component of World Language French and Spanish textbooks. This program will aid with the expansion of world language to middle schools.
- Nearpod - an interactive classroom tool to engage students by adding interactive activities to your lessons like polls, collaboration boards, and game-based quizzes.

### **Social, Emotional, Therapeutic and Behavioral Support**

Funding is requested to support the addition of four and a half Counselor positions (4.5 FTE) at the elementary level. The importance of mental health awareness in schools is immense and early intervention is extremely important, as we have seen an increased need for these services. Research indicates that regular access to a school counselor is a necessity particularly for students most in need of intervention and support in high-poverty districts. The additional positions will allow CCPS the ability to reduce counselor-to-student ratios based on guidance published by the American School Counseling Association (ASCA). Studies have noted that smaller ratios support increases in standardized test performance, attendance, GPA and graduation rates, as well as decreased disciplinary infractions.

### **Previous Restricted/Grant Funded – Moved to Operating Budget**

Concentration of Poverty - The Blueprint for Maryland's Future has included the Concentration of Poverty - "Community School" funding, which was previously grant funded. An eligible concentration of poverty school is identified by having at least 65 percent of the average student enrollment, for the prior three (3) fiscal years, FARMS eligible. CCPS has two (2) eligible Community Schools in FY 2023, Samuel A. Mudd Elementary, and Indian Head Elementary. The requirements of this funding is to employ a community school coordinator and licensed professional healthcare practitioner for each eligible Community School.

Transitional Supplemental Instruction - The Blueprint for Maryland's Future has included Transitional Supplemental Instruction (TSI) funding which was previously grant funded. TSI means additional academic support for struggling learners, in grades Kindergarten – 3<sup>rd</sup>, using evidence-based programs



and strategies that meet the expectations of strong or moderate evidence as defined in the Federal Every Student Succeeds Act. The funding will support the addition of Reading and Math Interventionist Instructional Assistants and materials of instruction.

## **BUDGET REDUCTIONS**

### **Full-Time Wages**

Full-time wages will be budgeted at 99 percent of actual costs as done in the previous fiscal year. This allows CCPS to continue to fund necessary items while maintaining a balanced budget.

### **Non-Recurring, Additional Local (County) Funding**

This was one-time funding CCPS received in FY 2022 for the North Point complex fiber-upgrade project, and mental health professional development for staff.

### **Vending Commissions**

CCPS, through a formal solicitation process, awarded a new “Exclusive Beverage” contract to PepsiCo Beverage Company. The new contract has an annual “Exclusive Beverage” payment to CCPS in the amount of \$42,000 plus commissions, to CCPS Pepsi vending locations, based on sales. This contract is for five (5) years. The previous “Exclusive Beverage” contract vendor provided CCPS an “Exclusive Beverage” payment of \$100,000 annually, plus commissions. This is a revenue reduction of \$58,000, from the previous fiscal year, for vendor commissions.