



CECIL COUNTY PUBLIC SCHOOLS
 DEPARTMENT OF BUSINESS SERVICES
 GEORGE WASHINGTON CARVER EDUCATION LEADERSHIP CENTER
 201 Booth Street • Elkton, MD 21921

410-996-5497 • FAX 410-996-5137 • www.ccps.org

Jeffrey A. Lawson, Ed. D.
 Superintendent of Schools

William H. Malesh
 President, Board of Education

February 13, 2020

Dr. Alan McCarthy
 200 Chesapeake Blvd
 Suite 2100
 Elkton, Maryland 21921

Dear Dr. McCarthy:

The Board of Education of Cecil County has taken action and has approved the budget amendment as seen below for January 2020 at their Board Meeting on February 12, 2020. Cecil County Public Schools requests the approval of the County Council of Cecil County to make the following changes to the fiscal 2020 operating budget.

Revenue		Expenditure	
Local Appropriation	\$ -	Administration	\$ 216,780
Other Revenue	175,465	Instruction Leadership/Support	(30,492)
State Revenue	224,297	Instruction Salaries/Wages	14,326
Federal Revenue	9,125	Instruction Materials/Supplies	28,249
		Instruction Other Costs	43,563
		Special Education	-
		Student Personnel Services	-
		Student Health Services	-
		Student Transportation	444
		Operation of Plant	(50,000)
		Maintenance of Plant	171,400
		Fixed Charges	2,002
		Community Services	12,615
		Capital Outlay	-
Total Revenue	\$ 408,887	Total Expenditures	\$ 408,887

Sincerely,

Jeffrey A Lawson, Ed.D.
 Superintendent

JAL/ees

cc: Lisa Saxton, Director of Finance, Cecil County Government
 Rebecca Anderson, Budget Manager, Cecil County Government
 Jeffrey Koss, Deputy Director of Finance, Cecil County Government
 Sandra Jack, Chief Financial Officer, Cecil County Public Schools
 Erynn Seato, Assistant in Business Services, Cecil County Public Schools

The following budget adjustments were recorded for the period 1/1/20 to 1/31/20:

Restricted Other Revenue		
Description	Project Number	Amount
FY20 Battelle Girls' Day in STEM grant to support costs of STEM programs for students.	13220	\$ 8,000
FY20 AFCEA Science Toolkit Grant to Elkton Middle, North East Middle, and Rising Sun High to purchase science classroom supplies.	17020	5,793
FY20 IKEA Food Distribution grant to Perryville Middle to provide food for families in need.	17320	4,750
FY20 Elkton High Band Booster donation to support tuxedo cleaning and band instructor stipend. FY20 Bohemia Manor High Booster donation for coach stipend. FY20 North East Band Booster donation for field trip transportation. FY20 Elk Neck Elementary PTA donation for playground equipment.	18120	18,584
Total		\$ 37,127

Restricted State Revenue		
Description	Project Number	Amount
FY20 Maryland Center for School Safety grant for safe schools equipment, training, and supplies.	12420	\$ 228,620
Total		\$ 228,620

Restricted Federal Revenue		
Description	Project Number	Amount
Additional funding for the FY20 Title III English Language Learners Immigrant grant supporting more tutor hours.	14220	\$ 9,125
Total		\$ 9,125

Unrestricted State Revenue		
Description	Project Number	Amount
Reduction in FY20 State Aid Limited-English Proficiency funding.	n/a	\$ (4,323)
Total		\$ (4,323)

Unrestricted Other Revenue		
Description	Project Number	Amount
Use of Community Use funding to install North East High stadium netting system.	n/a	\$ 10,640
Use of Community Use funding to support stage inspections at Rising Sun High.	n/a	1,975
Use of Fund Balance to purchase replacement chiller at the Administrative Services Center.	n/a	121,400
Use of Fund Balance to cover reduction in FY20 State Aid Limited-English Proficiency funds.	n/a	4,323
Total		\$ 138,338

Revenues

Row Labels	Original Budget	Current Amendments	YTD Amendments	Current Budget	YTD Transactions	Open Encumbrances	Available Balance
20 Local Appropriation	84,905,673	-	-	84,905,673	49,528,311	-	35,377,362
22 Other Revenue	2,959,662	138,338	2,848,530	5,808,192	857,630	-	4,950,562
24 State Revenue	110,941,931	(4,323)	(777,145)	110,164,786	72,332,019	-	37,832,767
Grand Total	198,807,266	134,015	2,071,385	200,878,651	122,717,960	-	78,160,691

Expenditures by Category

Row Labels	Original Budget	Current Amendments	YTD Amendments	Current Budget	YTD Transactions	Open Encumbrances	Available Balance
01 Administration	5,354,678	32,000	125,241	5,479,919	3,116,080	1,969,674	394,165
02 Instruction -Leadership/Support	15,438,601	(30,492)	(541,063)	14,897,538	8,335,833	6,310,031	251,674
03 Instruction -Salaries/Wages	77,769,406	(10,341)	(232,004)	77,537,402	33,612,499	43,265,453	659,450
04 Instruction-Materials/Supplies	2,810,213	(6,608)	609,155	3,419,367	1,042,448	56,652	2,320,267
05 Instruction-Other Costs	3,014,045	15,400	314,275	3,328,320	1,610,146	725,487	992,687
06 Special Education	25,986,579	-	504,090	26,490,669	11,413,398	14,683,389	393,882
07 Student Personnel Services	1,816,218	-	(158,858)	1,657,360	726,075	651,609	279,676
08 Student Health Services	1,720,429	-	70,475	1,790,904	765,127	920,441	105,336
09 Student Transportation	10,268,868	41	56,967	10,325,834	6,186,668	449,638	3,689,528
10 Operation of Plant	11,735,962	(50,000)	(18,919)	11,717,043	6,599,885	3,362,283	1,754,875
11 Maintenance of Plant	4,227,225	171,400	151,051	4,378,276	2,377,200	1,333,684	667,392
12 Fixed Charges	38,208,899	-	1,093	38,209,992	23,639,053	4,762,129	9,808,810
14 Community Services	30,000	12,615	113,075	143,075	12,311	102,435	28,329
15 Capital Outlay	426,145	-	1,076,807	1,502,952	1,049,114	131,691	322,147
Grand Total	198,807,266	134,015	2,071,385	200,878,651	100,485,837	78,724,596	21,668,218

Expenditures by Object

Row Labels	Original Budget	Current Amendments	YTD Amendments	Current Budget	YTD Transactions	Open Encumbrances	Available Balance
01 Salaries & Wages	131,331,732	(10,338)	(717,835)	130,613,897	60,423,476	68,819,848	1,370,573
02 Contracted Charges	15,496,896	10,638	358,127	15,855,023	8,942,290	2,521,944	4,390,789
03 Supplies and Materials	4,413,786	(19,327)	936,405	5,350,190	2,235,137	202,832	2,912,221
04 Other Charges	43,842,952	6,611	250,539	44,093,491	26,921,331	5,325,949	11,846,211
05 Land, Buildings, Equipment	1,076,900	146,431	958,129	2,035,029	859,050	144,425	1,031,554
08 Transfers	2,645,000	-	286,021	2,931,021	1,104,553	1,709,598	116,870
Grand Total	198,807,266	134,015	2,071,385	200,878,651	100,485,837	78,724,596	21,668,218

Revenues

Row Labels	Original Budget	Current Amendments	YTD Amendments	Current Budget	YTD Transactions	Open Encumbrances	Available Balance
22 Other Revenue	-	37,127	308,957	308,957	267,818	-	41,139
24 State Revenue	424,655	228,620	1,706,105	2,130,760	839,979	-	1,290,781
26 Federal	10,124,066	9,125	3,184,495	13,308,561	4,964,404	-	8,344,157
Grand Total	10,548,721	274,872	5,199,557	15,748,278	6,072,201	-	9,676,077

Expenditures by Category

Row Labels	Original Budget	Current Amendments	YTD Amendments	Current Budget	YTD Transactions	Open Encumbrances	Available Balance
01 Administration	247,452	184,780	598,383	845,835	406,557	34,438	404,840
02 Instruction -Leadership/Support	15,574	-	28,947	44,521	23,081	-	21,440
03 Instruction -Salaries/Wages	2,980,659	24,667	883,943	3,864,602	1,463,842	1,401,154	999,606
04 Instruction-Materials/Supplies	421,703	34,857	974,461	1,396,164	971,417	2,425	422,322
05 Instruction-Other Costs	409,709	28,163	665,457	1,075,166	429,510	23,396	622,260
06 Special Education	3,718,088	-	534,128	4,252,216	2,353,809	2,423,792	(525,385)
07 Student Personnel Services	-	-	476,755	476,755	256,712	131,517	88,526
08 Student Health Services	-	-	84,007	84,007	65,082	47,130	(28,205)
09 Student Transportation	255,526	403	229,055	484,581	311,103	10,611	162,867
10 Operation of Plant	-	-	2,094	2,094	2,195	-	(101)
11 Maintenance of Plant	-	-	124,766	124,766	96,246	-	28,520
12 Fixed Charges	2,302,979	2,002	301,234	2,604,213	1,040,784	42,759	1,520,670
14 Community Services	197,031	-	296,327	493,358	114,384	69,529	309,445
15 Capital Outlay	-	-	-	-	-	-	-
Grand Total	10,548,721	274,872	5,199,557	15,748,278	7,534,722	4,186,751	4,026,805

Expenditures by Object

Row Labels	Original Budget	Current Amendments	YTD Amendments	Current Budget	YTD Transactions	Open Encumbrances	Available Balance
01 Salaries & Wages	5,816,046	24,668	1,328,858	7,144,904	2,965,970	2,925,414	1,253,520
02 Contracted Charges	1,005,096	35,550	1,293,764	2,298,860	1,720,857	1,135,357	(557,354)
03 Supplies and Materials	532,606	120,489	1,152,460	1,685,066	1,105,382	7,492	572,192
04 Other Charges	2,803,093	9,748	748,111	3,551,204	1,283,718	56,664	2,210,822
05 Land, Buildings, Equipment	-	84,148	500,583	500,583	239,614	32,369	228,600
08 Transfers	391,880	269	175,781	567,661	219,181	29,455	319,025
Grand Total	10,548,721	274,872	5,199,557	15,748,278	7,534,722	4,186,751	4,026,805

Revenues

Row Labels	Original Budget	Current Amendments	YTD Amendments	Current Budget	YTD Transactions	Open Encumbrances	Available Balance
20 Local Appropriation	84,905,673	-	-	84,905,673	49,528,311	-	35,377,362
22 Other Revenue	2,959,662	175,465	3,157,487	6,117,149	1,125,448	-	4,991,701
24 State Revenue	111,366,586	224,297	928,960	112,295,546	73,171,998	-	39,123,548
26 Federal Revenue	10,124,066	9,125	3,184,495	13,308,561	4,964,404	-	8,344,157
Grand Total	209,355,987	408,887	7,270,942	216,626,929	128,790,161	-	87,836,768

Expenditures by Category

Row Labels	Original Budget	Current Amendments	YTD Amendments	Current Budget	YTD Transactions	Open Encumbrances	Available Balance
01 Administration	5,602,130	216,780	723,624	6,325,754	3,522,637	2,004,112	799,005
02 Instruction -Leadership/Support	15,454,175	(30,492)	(512,116)	14,942,059	8,358,914	6,310,031	273,114
03 Instruction -Salaries/Wages	80,750,065	14,326	651,939	81,402,004	35,076,341	44,666,607	1,659,056
04 Instruction-Materials/Supplies	3,231,916	28,249	1,583,616	4,815,531	2,013,865	59,077	2,742,589
05 Instruction-Other Costs	3,423,754	43,563	979,732	4,403,486	2,039,656	748,883	1,614,947
06 Special Education	29,704,667	-	1,038,218	30,742,885	13,767,207	17,107,181	(131,503)
07 Student Personnel Services	1,816,218	-	317,897	2,134,115	982,787	783,126	368,202
08 Student Health Services	1,720,429	-	154,482	1,874,911	830,209	967,571	77,131
09 Student Transportation	10,524,394	444	286,022	10,810,415	6,497,771	460,249	3,852,395
10 Operation of Plant	11,735,962	(50,000)	(16,825)	11,719,137	6,602,080	3,362,283	1,754,774
11 Maintenance of Plant	4,227,225	171,400	275,817	4,503,042	2,473,446	1,333,684	695,912
12 Fixed Charges	40,511,878	2,002	302,327	40,814,205	24,679,837	4,804,888	11,329,480
14 Community Services	227,031	12,615	409,402	636,433	126,695	171,964	337,774
15 Capital Outlay	426,145	-	1,076,807	1,502,952	1,049,114	131,691	322,147
Grand Total	209,355,987	408,887	7,270,942	216,626,929	108,020,559	82,911,347	25,695,023

Expenditures by Object

Row Labels	Original Budget	Current Amendments	YTD Amendments	Current Budget	YTD Transactions	Open Encumbrances	Available Balance
01 Salaries & Wages	137,147,778	14,330	611,023	137,758,801	63,389,446	71,745,262	2,624,093
02 Contracted Charges	16,501,992	46,188	1,651,891	18,153,883	10,663,147	3,657,301	3,833,435
03 Supplies and Materials	4,946,392	101,162	2,088,865	7,035,256	3,340,519	210,324	3,484,413
04 Other Charges	46,646,045	16,359	998,650	47,644,695	28,205,049	5,382,613	14,057,033
05 Land, Buildings, Equipment	1,076,900	230,579	1,458,712	2,535,612	1,098,664	176,794	1,260,154
08 Transfers	3,036,880	269	461,802	3,498,682	1,323,734	1,739,053	435,895
Grand Total	209,355,987	408,887	7,270,942	216,626,929	108,020,559	82,911,347	25,695,023

Unrestricted Expenditures
% of Current Budget to Prior Year Trend

Category		Original Budget	Revised Budget	YTD Actual	% to Date	Comments
01 - ADMINISTRATION	2020	5,354,678	5,479,919	3,116,080	57%	
	2019	4,831,318	5,006,989	3,105,077	62%	
02 - INSTRUCTION-LEAD/SUPPORT	2020	15,438,601	14,897,538	8,335,833	56%	
	2019	14,452,521	14,609,250	8,031,096	55%	
03 - INSTRUCTION-SALARIES/WAGES	2020	77,769,406	77,537,402	33,612,499	43%	
	2019	73,274,134	73,220,433	31,558,452	43%	
04 - INSTRUCTION-MATERIALS/SUPPLIES	2020	2,810,213	3,419,367	1,042,448	30%	TECHNOLOGY ITEMS PAID BY LEASE
	2019	2,982,726	3,267,598	1,270,356	39%	
05 - INSTRUCTION-OTHER COSTS	2020	3,014,045	3,328,320	1,610,146	48%	
	2019	3,327,906	3,556,510	1,659,410	47%	
06 - SPECIAL EDUCATION	2020	25,986,579	26,490,669	11,413,398	43%	
	2019	24,560,120	25,144,258	10,794,081	43%	
07 - STUDENT PERSONNEL SERVICES	2020	1,816,218	1,657,360	726,075	44%	
	2019	1,567,938	1,729,489	703,204	41%	
08 - STUDENT HEALTH SERVICES	2020	1,720,429	1,790,904	765,127	43%	
	2019	1,722,708	1,725,088	761,561	44%	
09 - STUDENT TRANS	2020	10,268,868	10,325,834	6,186,668	60%	
	2019	10,026,280	10,053,316	6,031,309	60%	
10 - OPER PLANT	2020	11,735,962	11,717,043	6,599,885	56%	
	2019	11,161,069	11,203,835	6,498,521	58%	
11 - MAINTENANCE PLANT	2020	4,227,225	4,378,276	2,377,200	54%	
	2019	4,173,718	4,260,193	2,422,660	57%	
12 - FIXED CHARGES	2020	38,208,899	38,209,992	23,639,053	62%	INCREASE IN HEALTHCARE COSTS
	2019	38,393,262	39,859,016	20,629,823	52%	
14 - COMMUNITY SERVICES	2020	30,000	143,075	12,311	9%	
	2019	30,000	85,928	36,856	43%	
15 - CAPITAL OUTLAY	2020	426,145	1,502,952	1,049,114	70%	
	2019	426,242	3,325,352	1,188,781	36%	
TOTAL	2020	198,807,266	200,878,651	100,485,837	50%	
	2019	190,929,942	197,047,255	94,691,187	48%	
2020 - 2019		7,877,324	3,831,396	5,794,650		

**Unrestricted Budget Report
By Budget Rollup Code**

Rollup Code	Original Budget	Budget Transfers	Revised Budget	YTD Actual	Encumbrances	Available	% of Budget Used
ADMINISTRATIVE SERVICES	18,986,295	1,457,476	20,443,771	11,225,014	1,931,750	7,287,007	64%
10000 - BOARD	227,697	-	227,697	147,129	18,615	61,953	73%
20000 - SUPERINTENDENT	69,750	-	69,750	44,239	-	25,511	63%
30000 - DIV OF ADMIN SERVICES	8,930	-	8,930	5,495	-	3,435	62%
30100 - HR AND BENEFITS	84,341	-	84,341	66,810	3,325	14,206	83%
30200 - INFORMATION TECHNOLOGY	2,419,492	103,249	2,522,741	865,954	520,114	1,136,673	55%
30300 - ASST/ACCTBLTY	159,379	-	159,379	87,315	56,967	15,097	91%
30400 - SAFE SCHOOLS	47,900	1,080,392	1,128,292	852,681	-	275,611	76%
50000 - OFFICE OF FINANCE	1,430,865	(190,407)	1,240,458	464,776	-	775,682	37%
50100 - BUS SVCS	193,897	(10,395)	183,502	99,917	519	83,066	55%
50200 - PURCHASING	663,226	10,395	673,621	322,291	253,428	97,902	85%
50300 - UTILITIES	3,995,712	-	3,995,712	1,892,947	473,709	1,629,056	59%
60100 - STUDENT TRANS	7,405,000	-	7,405,000	4,617,197	53,938	2,733,865	63%
60200 - OPER PLANT	1,254,406	(52,300)	1,202,106	935,919	177,834	88,353	93%
60300 - MAINTENANCE PLANT	353,600	303,782	657,382	258,388	180,375	218,619	67%
60310 - ELECTRICAL SERVICES	98,000	305,460	403,460	111,876	160,401	131,183	67%
60311 - ELECTRICAL SERVICES - PROJECTS	369,900	(265,000)	104,900	3,904	-	100,996	4%
60320 - HVAC SERVICES	265,000	80,000	345,000	273,322	26,621	45,057	87%
60321 - HVAC SERVICES - PROJECTS	-	-	-	-	-	-	0%
60330 - SAFETY SERVICES	53,500	2,300	55,800	40,975	1,180	13,645	76%
60331 - SAFETY SERVICES - PROJECTS	-	-	-	-	-	-	0%
60340 - CARPENTRY SERVICES	60,000	52,000	112,000	75,816	-	36,184	68%
60341 - CARPENTRY SERVICES - PROJECTS	-	-	-	-	-	-	0%
60350 - GROUNDS MAINTENANCE	194,500	(12,000)	182,500	121,797	4,054	56,649	69%
60351 - GROUNDS MAINTENANCE - PROJECTS	-	-	-	-	-	-	0%
60600 - CAPITAL OUTLAY	131,200	-	131,200	57,281	670	73,249	44%
92500 - INSURANCE RECOVERY	-	50,000	50,000	51,631	-	(1,631)	103%
99100 - INDIRECT FEES	(500,000)	-	(500,000)	(172,646)	-	(327,354)	35%
EDUCATION SERVICES	13,405,096	605,921	14,011,017	6,437,632	3,223,546	4,349,839	69%
40000 - DIV OF ED SERVICES	2,128,855	(95,476)	2,033,379	1,022,720	71,054	939,605	54%
40100 - CAREER & TECHNOLOGY PROGRAM	778,932	(92,032)	686,900	399,211	8,718	278,971	59%
40200 - GIFTED AND TALENTED	23,420	-	23,420	12,158	-	11,262	52%
40300 - SPECIAL EDUCATION	1,922,133	112,839	2,034,972	1,050,727	308,935	675,310	67%
40310 - NONPUBLIC SCHOOL PROGRAMS	2,765,000	286,021	3,051,021	1,277,137	1,709,598	64,286	98%
40320 - PSYCHOLOGICAL SERVICES	130,000	154,114	284,114	141,668	134,121	8,325	97%
40330 - SPED RELATED SERVICES	650,000	(118,874)	531,126	209,230	279,625	42,271	92%
40340 - INFANTS AND TODDLERS	100,000	-	100,000	44,167	55,833	-	100%
40350 - STEP	-	131,980	131,980	39,374	-	92,606	30%
40400 - EARLY CHILDHOOD	25,950	57,001	82,951	64,803	22	18,126	78%

**Unrestricted Budget Report
By Budget Rollup Code**

Rollup Code	Original Budget	Budget Transfers	Revised Budget	YTD Actual	Encumbrances	Available	% of Budget Used
40500 - STUDENT PERSONNEL SERVICES	1,515,195	-	1,515,195	495,877	512,157	507,161	67%
40610 - HOME/HOSP	339,000	-	339,000	70,642	69,073	199,285	41%
40620 - ALTERNATIVE EDUCATION	410,000	(18,245)	391,755	105,926	-	285,829	27%
40700 - STUDENT HEALTH SERVICES	84,000	-	84,000	40,154	-	43,846	48%
40800 - MEDIA PROGRAMS	206,370	(12,803)	193,567	144,983	1,371	47,213	76%
40900 - GUIDANCE SERVICES	25,900	2,000	27,900	8,025	-	19,875	29%
41000 - MATH-ELEMENTARY	17,108	-	17,108	53	-	17,055	0%
41100 - MATH-SECONDARY	23,150	-	23,150	4,710	2,213	16,227	30%
41200 - ELA-ELEMENTARY	4,050	-	4,050	-	-	4,050	0%
41300 - ELA-SECONDARY	-	-	-	1,514	-	(1,514)	0%
41400 - ART	15,702	3,200	18,902	3,686	-	15,216	20%
41500 - MUSIC	161,766	86,256	248,022	173,227	-	74,795	70%
41600 - INTEGRATED ARTS	4,400	(3,200)	1,200	-	-	1,200	0%
41700 - FOREIGN LANGUAGE	26,248	-	26,248	14,436	-	11,812	55%
41800 - ESOL	49,865	-	49,865	12,712	-	37,153	25%
41900 - SCIENCE	139,020	-	139,020	61,499	21,429	56,092	60%
42000 - STEM	14,820	-	14,820	384	-	14,436	3%
42100 - SOCIAL STUDIES	67,140	-	67,140	16,021	-	51,119	24%
42200 - HEALTH EDUCATION	10,184	-	10,184	67	-	10,117	1%
42300 - PHYSICAL EDUCATION	54,434	-	54,434	36,912	-	17,522	68%
42400 - ATHLETICS	1,358,954	10,640	1,369,594	632,223	49,397	687,974	50%
70000 - EXEC DIR FOR ELEMENTARY	-	42,500	42,500	8,175	-	34,325	19%
80000 - EXEC DIR FOR MIDDLE	323,500	24,000	347,500	335,123	-	12,377	96%
90000 - EXEC DIR FOR HIGH	30,000	36,000	66,000	10,088	-	55,912	15%
ELEMENTARY SCHOOLS	617,652	357,113	974,767	354,458	18,626	601,683	38%
MIDDLE SCHOOLS	313,104	151,466	464,570	171,597	10,611	282,362	39%
HIGH SCHOOLS	401,984	195,697	597,681	208,632	43,047	346,002	42%
FTE SALARIES	165,083,135	(696,288)	164,386,845	82,088,504	73,497,016	8,801,325	95%
99999 - FTE SALARIES	126,874,237	(697,383)	126,176,853	58,449,452	68,734,888	(1,007,487)	101%
60400 - FIXED CHARGES	38,208,898	1,095	38,209,992	23,639,052	4,762,128	9,808,812	74%
TOTAL	198,807,266	2,071,385	200,878,651	100,485,837	78,724,596	21,668,218	89%