

# BOARD OF EDUCATION OF FREDERICK COUNTY

191 South East Street  
Frederick, Maryland 21701

Jay Mason  
President

Telephone 301-696-6850  
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February 11, 2021

The Honorable Jan Gardner  
Frederick County Executive  
12 East Church Street  
Frederick, Maryland 21701

Dear County Executive Gardner:

The Board of Education (BOE) approved the FY2022 Frederick County Public Schools (FCPS) Operating Budget request on Wednesday, February 10, 2021. The budget totals \$705,008,878, including \$612,087,109 in the unrestricted portion, and \$92,921,769 in the restricted portion. Projected revenues are detailed in Attachment #1. Requested allocations are listed by state-mandated categories in Attachment #2. This request represents a 4.5% increase over the FY2021 operating budget, and \$27,454,493 over County funding. Attachment #3 is a detailed listing of changes to expenditures.

We appreciate your and the County Council's continued commitment to the students and staff of FCPS by approving funding above MOE for the past several years.

The FY2022 requested operating budget reflects the key priorities identified in the Board of Education's Strategic Plan, including our commitment to equip students to be empowered learners and engaged citizens as well as our goal to hire, support, and retain staff who champion individual, professional, and student excellence.

In FY2022, FCPS projects an addition of 584 students from the FY2021 projection. This enrollment increase necessitates an addition of \$5.5 million including 75.5 full-time equivalent positions. We have also included costs for inflationary increases, additional resources to address student needs, the continuation/expansion of existing programs, strategic replacement cycles, operational needs, requirements for the Blueprint for Maryland's Future programs, and the salary resource pool, totaling just over \$21.5 million. For FY2022, we have had a new category for additional resources to address academic recovery and support mental health due to the COVID-19 pandemic, totaling over \$6.5 million.

We recognize the challenges that you and the County Council face developing a budget to manage county resources responsibly. We also recognize your efforts to make smart, strategic investments in Frederick County. Our best investment is in our young people. Frederick County Public Schools is a leading driver of economic growth and vitality in our community; the success of our students and schools boosts our quality of life and our ability to attract businesses and homeowners to ensure our county's long-term competitiveness. Our

*We Set the Standard for Public Education*

countywide engagement confirms that the community shares this belief. Therefore, we ask that as you develop the county budget, you continue to prioritize education and support our request.

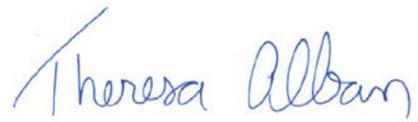
Understanding that we still face many unknown budget components, the BOE hopes to continue working with you and the County Council to consider options to support key education priorities in the months ahead. Some of the unknowns include, but are not limited to, final state funding decisions related to the Blueprint for Maryland's Future legislation, any new unfunded mandates, and BOE negotiations with all three bargaining units for the upcoming school year.

Frederick County is only as strong as the citizens we prepare and empower to excel. Please join us in working cooperatively to support a strong Frederick County.

Sincerely,



Jay Mason  
President



Theresa R. Alban, Ph.D.  
Superintendent

Attachments (3)

cc: Board of Education Members  
Frederick County Council Members  
Leslie Pellegrino, Chief Financial Officer, FCPS  
Heather Clabaugh, Budget Officer, FCPS  
Rick Harcum, Chief Administrative Officer, FCG  
Kelly Weaver, Budget Director, FCG

**FREDERICK COUNTY BOARD OF EDUCATION  
OPERATING BUDGET - SOURCES OF FUNDS**

DESCRIPTION	BOE ACTUAL FY2020	BOE APPROVED FY2021	Board Requested FY2022
<b>REVENUE FROM LOCAL SOURCES:</b>			
Frederick County Unrestricted Appropriation	\$ 283,465,005	\$ 296,598,012	\$ 296,348,012
Frederick County Restricted Revenue:			
County - In-kind - School Health Program	\$ 6,360,025	\$ 7,433,791	\$ 7,433,791
County - In-kind - Frederick Co. Devel. Cntr	2,734,324	2,892,293	2,892,293
County - In-kind - School Resource Officers	1,757,228	2,428,317	2,428,317
County - In-kind - Internal Audit Services	48,349	90,542	90,542
County - In-kind - Crossing Guards	183,412	256,473	256,473
Sale of Surplus Property	-	-	-
Subtotal Frederick County Restricted **	<u>\$ 11,083,338</u>	<u>\$ 13,101,416</u>	<u>\$ 13,101,416</u>
<b>TOTAL COUNTY FUNDS</b>	<b>\$ 294,548,343</b>	<b>\$ 309,699,428</b>	<b>\$ 309,449,428</b>
<b>REVENUE FROM STATE SOURCES:</b>			
State Unrestricted Funds:			
State Share of Current Expenses	\$ 203,398,458	\$ 210,134,641	\$ 210,163,901
Geographic Cost of Education Index	7,185,295	7,434,162	7,456,791
Transportation	13,003,246	13,428,478	13,562,763
Transportation - Special Education	1,073,000	1,145,000	324,000
Handicapped Children	12,548,467	12,537,809	12,012,526
Non-Public Placement	5,090,564	5,320,161	5,320,161
Limited English Proficiency	10,695,312	11,496,181	11,367,097
Net Taxable Income	3,441,992	3,874,892	3,036,112
Out of County Living	8,421	15,000	15,000
Blueprint for Maryland's Future	4,317,265	4,788,920	5,782,956
Hold Harmless - Declining Enrollments	-	-	1,249,068
Hold Harmless - Transportation - Special Educatior	-	-	821,000
Subtotal State Unrestricted Revenue	<u>\$ 260,762,020</u>	<u>\$ 270,175,244</u>	<u>\$ 271,111,375</u>
State Restricted Funds:			
Various State Restricted Grants	\$ 1,969,697	\$ 4,068,588	\$ 4,068,588
Blueprint for Maryland's Future	3,963,297	4,651,264	7,401,898
Special Education - Intergovernmental Transfer	1,069,945	1,900,000	1,900,000
State Retirement Contribution	32,893,353	\$33,011,720	\$33,011,720
Subtotal State Restricted Revenue **	<u>\$ 39,896,292</u>	<u>\$ 43,631,572</u>	<u>\$ 46,382,206</u>
<b>TOTAL STATE FUNDS</b>	<b>\$ 300,658,312</b>	<b>\$ 313,806,816</b>	<b>\$ 317,493,581</b>
<b>REVENUE FROM FEDERAL SOURCES:</b>			
Federal Unrestricted Funds	\$ 345,444	\$ 150,000	\$ 350,000
Various Federal Restricted Grants **	18,214,019	29,985,989	29,985,989
<b>TOTAL FEDERAL FUNDS</b>	<b>\$ 18,559,463</b>	<b>\$ 30,135,989</b>	<b>\$ 30,335,989</b>
<b>REVENUE FROM OTHER SOURCES:</b>			
Regular Day Tuition	\$ 6,524	\$ 65,000	\$ 65,000
Nonresident Pupils	24,534	20,000	20,000
Professional Development Fees	58,635	90,000	90,000
Summer Programs	87,788	50,000	50,000
Sports Fees	502,310	661,360	661,360
Earnings from Investments	661,773	650,000	650,000
Facility Rentals	767,392	908,500	908,500
Pool Rentals	68,442	50,000	50,000
Cell Tower Rentals	187,365	-	-
Energy Rebates	2,016,575	-	-
P-card Rebates	282,564	200,000	200,000
Other Miscellaneous	314,478	236,000	236,000
Unanticipated Revenue	10,424	500,000	500,000
Subtotal Other Unrestricted Revenue	<u>\$ 4,988,804</u>	<u>\$ 3,430,860</u>	<u>\$ 3,430,860</u>
Restricted Projects - Other **	\$ 2,616,382	\$ 3,452,159	\$ 2,904,159
<b>TOTAL OTHER REVENUE</b>	<b>\$ 7,605,186</b>	<b>\$ 6,883,019</b>	<b>\$ 6,335,019</b>
<b>USE OF FUND BALANCE:</b>			
Audited Surplus Available	\$ 1,177,022	\$ 3,046,447	\$ 3,190,368
Estimated Charter School Use of Fund Balance	238,329	750,000	750,000
Estimated Unaudited Surplus Available	7,500,000	10,200,000	10,000,000
<b>TOTAL USE OF FUND BALANCE</b>	<b>\$ 8,915,351</b>	<b>\$ 13,996,447</b>	<b>\$ 13,940,368</b>
<b>TOTAL UNRESTRICTED REVENUES</b>	<b>\$ 558,476,624</b>	<b>\$ 584,350,563</b>	<b>\$ 585,180,615</b>
<b>TOTAL RESTRICTED REVENUES **</b>	<b>\$ 71,810,031</b>	<b>\$ 90,171,136</b>	<b>\$ 92,373,770</b>
<b>TOTAL ALL SOURCES</b>	<b>\$ 630,286,655</b>	<b>\$ 674,521,699</b>	<b>\$ 677,554,385</b>

**FREDERICK COUNTY BOARD OF EDUCATION  
FY2022 OPERATING BUDGET REQUEST**

<b>APPROPRIATIONS</b>	<b>UNRESTRICTED OPERATING BUDGET</b>	<b>RESTRICTED OPERATING BUDGET</b>	<b>TOTAL OPERATING BUDGET</b>
01 Administration	\$ 12,248,711	\$ 1,785,100	\$ 14,033,811
02 Mid-Level Management	40,045,717	1,373,544	41,419,261
03 Instructional Salaries	243,488,083	13,527,533	257,015,616
04 Instructional Supplies	17,718,074	4,030,506	21,748,580
05 Instruction - Other	2,640,259	2,320,313	4,960,572
06 Special Education	63,035,006	15,998,552	79,033,558
07 Pupil Personnel	2,360,114	640,060	3,000,174
08 Health Services	478,044	8,246,916	8,724,960
09 Transportation	25,119,674	796,794	25,916,468
10 Operations	39,678,310	3,063,198	42,741,508
11 Maintenance	14,533,869	75,000	14,608,869
12 Fixed Charges	147,826,870	40,189,999	188,016,869
13 Food Service	-	573,180	573,180
14 Community Service	696,678	301,074	997,752
15 Capital Outlay	2,217,700	-	2,217,700
Total Appropriations	<u>\$612,087,109</u>	<u>\$92,921,769</u>	<u>\$705,008,878</u>

**FREDERICK COUNTY BOARD OF EDUCATION**  
**FY2022 Summary of Working Budget Adjustments**  
**Board of Education Requested**

Description	One-time/ Recurring	FTE Positions	BOE Requested Budget
<b>1 FY2021 Operating Budget Expenditures</b>			<b>\$ 674,521,699</b>
<b>2 Expenditures</b>			
<b>3 Reversals &amp; Adjustments</b>			
4 Salary Savings	Recurring		\$ (3,500,000)
5 English Learner (EL) Expansion	One-time		(30,000)
6 Materials of Instruction - Blue Heron ES	One-time		(250,000)
7 Temporary Decrease to Vehicle Replacement Cycle	One-time		200,000
8 Indirect Costs - CARES Act	One-time		69,750
9 Reduction in Lease Payments	One-time		500,000
10 Reversal of One-Time Costs Associated with New FY2021 Positions	One-time		(262,285)
<b>11 Subtotal Reversals &amp; Adjustments</b>		<b>0.00</b>	<b>\$ (3,272,535)</b>
<b>12 Enrollment/Growth</b>			
13 Enrollment Growth Projection			
14 Enrollment Growth (Elementary Teachers)	Recurring	6.50	\$ 438,620
15 Enrollment Growth (Middle Teachers)	Recurring	2.50	168,700
16 Enrollment Growth (High Teachers)	Recurring	25.00	1,687,000
17 Enrollment Growth (School Administration & Support)	Recurring	7.00	656,965
18 Enrollment Growth (Special Education Teachers)	Recurring	23.50	1,585,780
19 Enrollment Growth (English Learner Teachers)	One-Time/ Recurring	2.50	169,450
20 Enrollment Growth (School-Based Foundation)	Recurring		67,350
21 Custodial Staff - Blue Heron ES, Oakdale MS Addition & Rock Creek Replacement	One-Time/ Recurring	6.50	313,583
22 Blue Heron ES Operational Costs	Recurring		121,820
23 Materials of Instruction - Waverley ES Start-Up	One-Time		250,000
24 Secretary (1/2 Year) for Blue Heron ES	Recurring		22,110
25 Driver Trainer	One-Time/ Recurring	1.00	61,156
<b>26 Subtotal Enrollment/Growth</b>		<b>74.50</b>	<b>\$ 5,542,534</b>
<b>27 Inflationary Increases</b>			
28 Health & Dental Insurance - 2.5% Increase (Subject to Negotiation)	Recurring		\$ 1,960,478
29 New Retiree Health Insurance	Recurring		893,163
30 Maryland State Retiree Plan - Employee Plan	Recurring		201,045
31 Local Share of Maryland State Teacher's Pension	Recurring		(192,270)
32 Legal Fees - Special Education	Recurring		250,000
33 Liability Insurance	Recurring		125,000
34 PeopleSoft License	Recurring		105,000
35 Bus Inflationary Costs	Recurring		99,000
36 Curricular Digital Resources - Increased Costs and Enrollment Growth	Recurring		75,550

	Description	One-time/ Recurring	FTE Positions	BOE Requested Budget
37	Performance Series Assessment Software	Recurring		50,000
38	Non-Public School Conveyance	Recurring		42,000
39	Interpreter Fees for Parent-Teacher Conferences & School Meetings	Recurring		26,000
40	Transportation Contracted Services & Supplies	Recurring		80,550
41	PowerSchool 504 Special Program	Recurring		25,000
42	School Security Contracted Services	Recurring		23,000
43	Human Resources Contracted Services	Recurring		8,700
44	Closed Captioning & Spanish Translation	Recurring		6,000
45	Minimum Wage Increase	Recurring		7,600
46	<b>Subtotal Inflationary Costs</b>		<b>0.00</b>	<b>\$ 3,785,816</b>
<b>47 Additional Resources to Address Student Needs</b>				
48	Pyramid Program - Increase Therapist & Behavior Support to 11-month	Recurring		\$ 191,360
49	Title IX Coordinator	Recurring	1.00	109,996
50	Nursing Coordinator	Recurring	1.00	91,215
51	Secure Teletherapy Virtual Platform	Recurring		75,000
52	New Spanish Transcriber & Increase Existing Spanish Transcriber to 12-months	Recurring	1.00	79,748
53	Youth Apprenticeship Coordinator	Recurring	1.00	109,996
54	<b>Subtotal Additional Resources to Address Student Needs</b>		<b>4.00</b>	<b>\$ 657,315</b>
<b>55 Additional Resources to Address Academic Recovery &amp; Support Mental Health</b>				
56	Academic Support Teachers - Expand to Tier 3	Recurring	32.00	\$ 2,435,040
57	Behavior Support/Counselors - Expand to Tier 3	Recurring	23.00	1,592,221
58	High School Math Specialists - Expand to Tier 3	Recurring	5.00	417,225
59	CASS/Social Workers	Recurring	4.00	323,252
60	Advanced Academics Teacher Specialists	Recurring	3.00	228,285
61	Contingency Intervention Positions	Recurring	3.00	228,285
62	Digital Learning Lab Monitors (Complete Implementation)	Recurring	7.00	295,561
63	Virtual School Summer Session	Recurring		204,863
64	School Psychologist (11-Month)	Recurring	2.00	193,434
65	Trauma Therapy Teacher Specialists	Recurring	2.00	166,890
66	Rise Program for Middle School	Recurring	7.00	435,473
67	<b>Subtotal Additional Resources to Address Academic Recovery</b>		<b>88.00</b>	<b>\$ 6,520,529</b>
<b>68 Continuation/Expansion of Programs</b>				
69	Lexia Core5 - Elementary Reading	Recurring		\$ 424,000
70	Lunch Room Monitors - Elementary	Recurring		282,452
71	Child Find Expansion	One-Time/ Recurring	3.00	306,654
72	Mentor Teacher Workshop Hours	Recurring		2,900
73	<b>Subtotal Continuation/Expansion of Programs</b>		<b>3.00</b>	<b>\$ 1,016,006</b>

	Description	One-time/ Recurring	FTE Positions	BOE Requested Budget
74	<b>Strategic Replacement Cycles</b>			
75	Chromebook Hardware Sustainability Cycle	Recurring		\$ 1,600,000
76	Textbook Replacement	Recurring		1,390,000
77	Desktop/Laptop 5-Year Replacement Cycle	Recurring		750,000
78	Bus Replacement Cycle	Recurring		100,000
79	<b>Subtotal Strategic Replacement Cycles</b>		<b>0.00</b>	<b>\$ 3,840,000</b>
80	<b>Operational Needs</b>			
81	Vans for HVAC Apprentices	One-Time		\$ 87,000
82	Adult Learning & Technology Specialist	Recurring	1.00	73,565
83	Organizational Development Operational Costs	Recurring		23,990
84	Capital Program - Legal Fees	Recurring		15,000
85	Fiscal Services Bank & Purchasing Fees	Recurring		9,000
86	Board of Education Managed Print Services	Recurring		1,000
87	Reduction in Lease Payments	One-Time		(670,000)
88	Bus Replacement - Federal Revenue (Bus Scrapping Program)	Recurring		200,000
89	<b>Subtotal Operational Needs</b>		<b>1.00</b>	<b>\$ (260,445)</b>
90	<b>Blueprint for Maryland's Future</b>			
91	Supplemental Pre-Kindergarten	Recurring	15.00	\$ 994,037
92	Blueprint for Maryland's Future - Restricted Programs	Recurring		2,750,633
93	<b>Subtotal Operational Needs</b>		<b>15.00</b>	<b>\$ 3,744,670</b>
94	<b>Salary Resource Pool (subject to negotiation)</b>			
95	Salary/Staffing Resource Pool (subject to negotiation)	Recurring		\$ 8,913,289
96	<b>Subtotal Salary Resource Pool</b>		<b>0.00</b>	<b>\$ 8,913,289</b>
95	<b>TOTAL OPERATING EXPENDITURE INCREASE/(DECREASE)</b>		<b>185.50</b>	<b>\$ 30,487,179</b>

	Description	One-time/ Recurring	FTE Positions	BOE Requested Budget
96	<b>Revenues</b>			
97	State Revenue - Estimated Increase in State Aid	Recurring		\$ (2,127,973)
98	State Revenue - Hold Harmless Declining Enrollment & Special Education Transportation	One-time		\$ 2,070,068
99	State Revenue - Blueprint for Maryland's Future - Unrestricted	Recurring		\$ 994,037
100	State Revenue - Blueprint for Maryland's Future - Restricted	Recurring		\$ 2,750,633
101	County Revenue - Reversal of FY2021 Non-Recurring Revenue	One-time		(250,000)
102	Federal Revenue - Bus Scrapping Program	Recurring		200,000
103	Reversal - Erate Increase - Access & Distribution Infrastructure	One-time		(548,000)
104	Reversal of Estimated Surplus (Used in FY2021)	One-time		(13,246,447)
105	Audited FY2020 Additional Surplus/(Deficit)	One-time		3,190,368
106	Estimated Surplus from FY2021 (to be used in FY2022)	One-time		10,000,000
107	<b>TOTAL ESTIMATED REVENUE INCREASE/(DECREASE)</b>			<b><u>\$ 3,032,686</u></b>
108	<b>Budget Variance</b>			<b>\$ 27,454,493</b>
109	<b>FY2022 Totals</b>			<b><u>\$ 705,008,878</u></b>