

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: April 23, 2013

TO: **BOARD OF EDUCATION**

FROM: S. Dallas Dance, Superintendent

SUBJECT: **CONSIDERATION OF THE FY 2013 OPERATING BUDGET
APPROPRIATION TRANSFER**

ORIGINATOR: Michael G. Sines, Chief Operations Officer

**RESOURCE
PERSON(S):** Barbara Burnopp, Chief Financial Officer
George Sarris, Director, Office of Budget and Reporting

RECOMMENDATION

That the Board of Education approves the attached operating budget appropriation transfer.

This budget appropriation transfer is a request to the county to re-appropriate funds between categories. Fiscal Services sets deadlines each spring to provide for a timely closure of financial books as of June 30. As part of that process, decisions are made to transfer funds between categories to balance general fund appropriations for the fiscal year. Expenditure decisions are subject to the availability of funds.

Attachment I: Budget Appropriation Transfer Form
Attachment II: Summary of Increase/Decrease by Category

**BALTIMORE COUNTY PUBLIC SCHOOLS
BUDGET APPROPRIATION TRANSFER**

Number: 13 -1
Date: April 23, 2013

Fund: General

INCREASE				DECREASE			
Category	Present Appropriation	Amount to Transfer	New Appropriation	Category	Present Appropriation	Amount to Transfer	New Appropriation
02 - Midlevel Administration	87,497,025	375,000	87,872,025	03 - Instructional Salaries	455,656,497	(6,975,000)	448,681,497
04 - Instructional Textbooks and Supplies	20,837,559	1,300,000	22,137,559	10 - Operation of Plant	90,454,052	(550,000)	89,904,052
05 - Other Instructional Costs	7,572,440	4,000,000	11,572,440				
07 - Student Personnel	8,788,667	100,000	8,888,667				
12 - Fixed Charges	290,727,510	1,200,000	291,927,510				
16 - Capital Outlay	3,364,770	550,000	3,914,770				

Total Transfer **\$ 7,525,000**

Total Transfer **\$ (7,525,000)**

Explanation:

This annual budget appropriation transfer will realign funds by category with planned and projected year-end expenses. Funds are available due to savings in salary expenditures from higher than expected turnover and lower utility usage due to favorable weather. The proposed transfers are necessary to implement the FY2013 operating plan, the Common Core State Curriculum, a K-8 STEM curriculum, and to complete approved school realignment and remodeling. Expenditure decisions are subject to the availability of funds. With the Board's approval, this transfer will be submitted to the county executive and then to the county council for approval in June.

Signatures Required:

Budget and Reporting Date

Fiscal Services Date

Superintendent Date

Board of Education Date

BALTIMORE COUNTY PUBLIC SCHOOLS

Budget Appropriation Transfer

Number: 13 -1

Summary of Increases by Category

02- Midlevel Administration	A transfer of \$375,000 will provide funds required for professional development in class scheduling to optimize class sizes.
04- Instructional Textbooks and Supplies	A transfer of \$1,300,000 will provide funds required for principals' reallocation of school budgets (\$1,137,000), and STEM curriculum for Norwood Elementary School and Holabird Middle School (\$163,000).
05- Other Instructional Costs	A transfer of \$4,000,000 will provide funds required for principals' reallocation of school budgets (\$754,400), growing enrollment in the state SEED school, juvenile services and foster care education fees (\$745,600) mandated by state legislation, and implementation of the Common Core State Curriculum (\$2,500,000).
07 - Student Personnel	A transfer of \$100,000 will provide funds required for salaries due to low turnover.
12 - Fixed Charges	A transfer of \$1,200,000 for employee health benefits allocation changes between grants and operating funds.
15 - Capital Outlay	A transfer of \$550,000 will provide funds required for relocatable classrooms at Hillcrest, Woodholme, and Pot Spring Elementary Schools.

Summary of Decreases by Category

03 - Instructional Salaries	A transfer of \$6,975,000 in salary savings will be redirected to professional development for class scheduling, principals' reallocation of school budgets, STEM curriculum at Norwood Elementary School and Holabird Middle School, state fees for the SEED school and juvenile services and foster care placements, implementation of the Common Core State Curriculum, low turnover in student personnel services, and the allocation of employee health benefits related to fixed charges.
10- Operation of Plant	A transfer of \$550,000 from lower utility and fuel oil consumption will be redirected for upgraded relocatable classrooms at Hillcrest, Woodholme, and Pot Spring Elementary Schools.