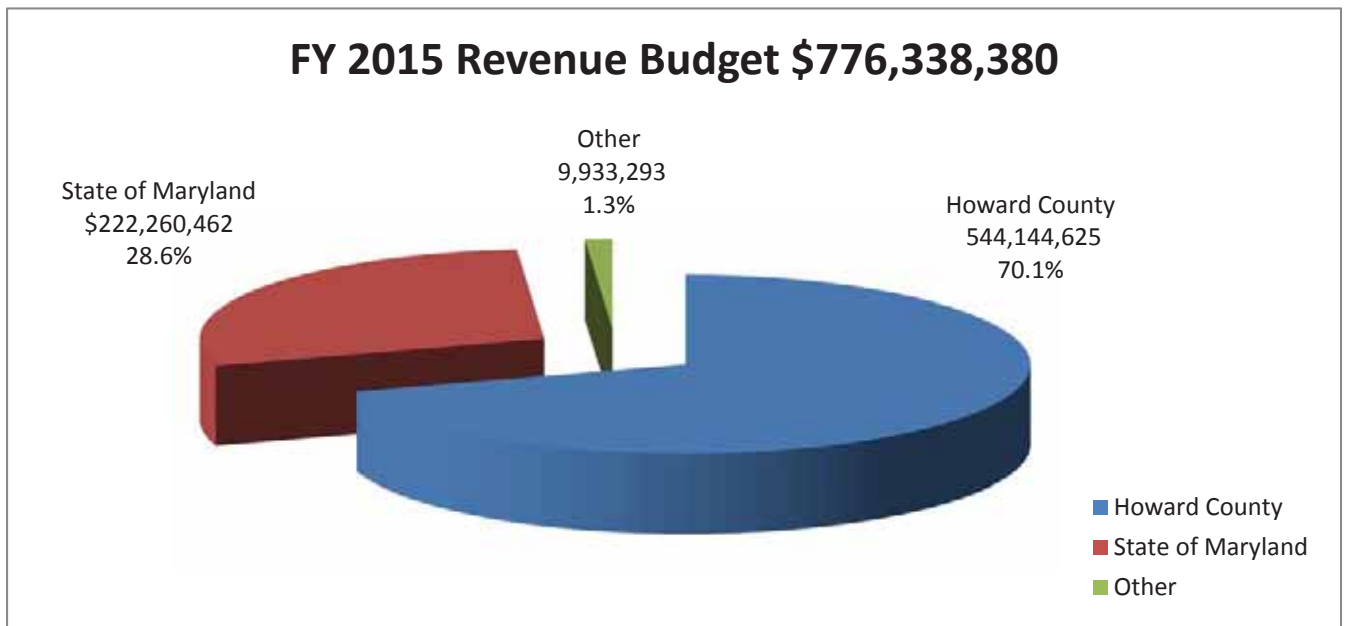




# Executive Summary

Attached is the *General Fund Revenues, Expenditures, and Encumbrances – Budget to Actual* for the period ended October 31, 2015. These data are presented using State Department of Education categories and do not reflect ongoing projections of revenues and expenditures. Figure 1 presents a high level overview of the original FY 2016 General Fund Revenue Budget. Figure 2 provides an overview of the FY 2016 General Fund Expenditure Budget. Schedule A presents detailed revenues, Schedule B presents detailed expenditures and Schedule C presents a summary of expenditures by object.

**General Fund Revenue**  
Figure 1



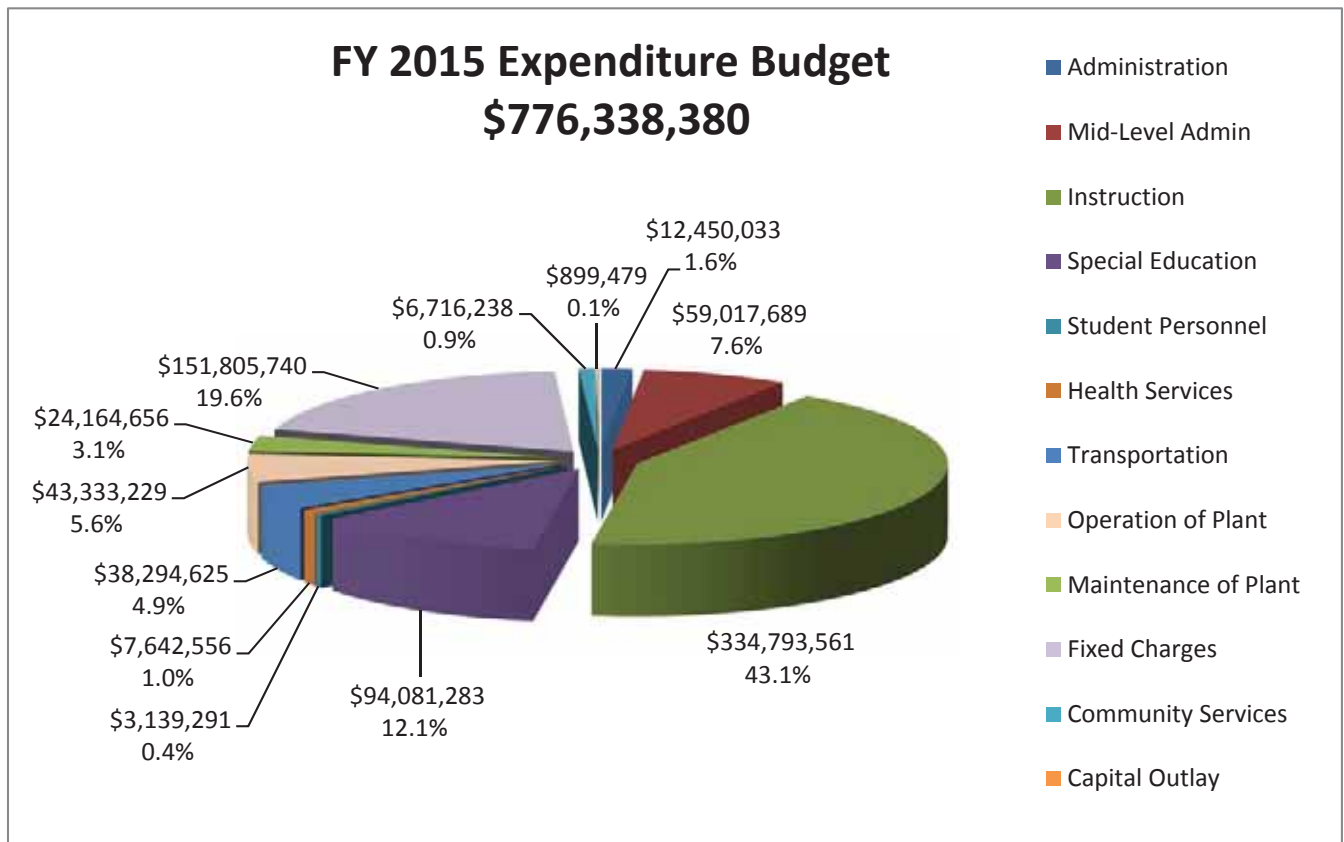
## Year-to-Date Revenue Comparison

- Howard County** – The FY 2016 County appropriation totaled \$544.1 million, an increase of 2.58% over the FY 2015 budget. County funds are disbursed to the Board in twelve monthly draws scheduled with the county to meet our cash flow requirements. Our year-to-date county revenue received is \$170.0 million at October 31, 2015, approximately 31.24% of the budget, compared to 31.46% of budget received at this time in FY 2015.

- **State of Maryland** – The FY 2016 state appropriation totaled \$222.3 million. The majority of state funds are received bi-monthly in six equal installments beginning at the end of July. Two of the bi-monthly payments have been received, which is consistent with being four months into the fiscal year, and actual revenues are in line with the budget.
- **Other Revenue** – Other Revenue includes Federal Impact Aid, charges for use of facilities, administration charges, E-Rate rebates, gate receipts, investment earnings, and summer school tuition as well as other miscellaneous items. Many of these revenues are collected after the first quarter or at year end. Year-to-date actual revenue includes summer school tuition, student fees, investment earnings, E-Rate rebates, fund balance carryover, and other miscellaneous items.

**General Fund Expenditures Budget**

**Figure 2**

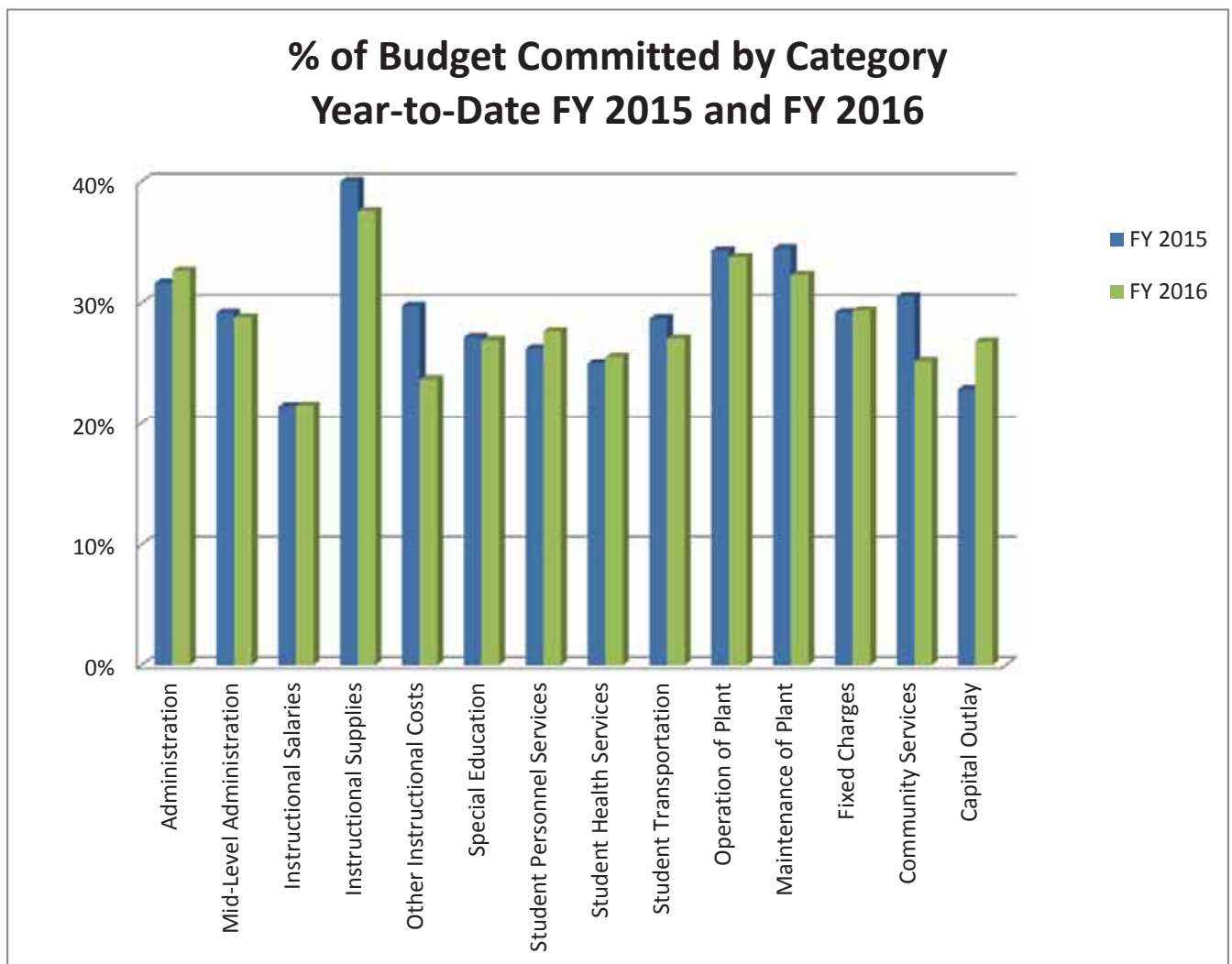


### Year-to-Date Expenditure Analysis

**Total Expenditures and Encumbrances** – Year-to-date expenditures and encumbrances through October 31, 2015, are approximately \$202.8 million which is approximately 26.12% committed. Salary expenditures within categories that are primarily comprised of 12-month positions (e.g., Administration, Mid-Level Administration, Transportation, Operation of Plant, Maintenance of Plant, and Capital Outlay) range from 27% - 29% of the budget. This is consistent with the fact that four months of the fiscal year have elapsed. Salary expenditures in categories with large concentrations of 10-month, school-based personnel (e.g., Instructional Salaries, Special Education, Student Personnel Services, Student Health Services, and Community Services) range from 20% - 27% of budget. This is because most 10-month employees were not required to report for duty until the end of August, which is nearly two months into the fiscal year.

**General Fund Expenditures and Encumbrances YTD**

Figure 3



## FY 2015

### Financial Report for the Period Ending October 31, 2015

### Howard County Public School System

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- **Administration** – This category includes costs for activities associated with the general regulations, direction, and control of the school system. Total expenditures in Administration appear reasonable for one third of the budget year, though marginally higher than last year at this time.
- **Mid-level Administration** – Year-to-date FY 2016 expenditures and encumbrances in Mid-level Administration are consistent with prior year costs and are reasonable for the four months of FY 2016.
- **Instructional Salaries** – Year-to-date Instructional Salaries are 21.54% expended at October 31, 2015, as compared to 21.48% at the same time last year, which is reasonable for two months into the school year.
- **Instructional Supplies** – This category is comprised of expenditures and commitments for instructional supplies for all schools. Approximately 37.56% of Instructional Supplies funds are committed at this time, which is a reasonable spending level with one third of the fiscal year completed. A significant amount of Instructional Supplies are purchased at the beginning of the school year to accommodate classroom needs.
- **Other Instructional Costs** – This category is comprised of commitments for contracted services, staff development, and equipment used to support the instructional program. Approximately 23.73% of the FY 2016 Other Instructional Costs budget has been committed at October 31, 2015, which is lower than the 29.76% committed at this time last year.
- **Special Education** – The Special Education category includes costs associated with the instructional needs of students receiving special education services. Since most of these services are delivered during the regular school year, 26.94% of the budget is committed at October 31, 2015, as compared to 27.19% committed at October 31, 2014, which appears reasonable for two months into the school year.
- **Student Personnel Services** – Student Personnel includes programs to improve student attendance and to solve student problems involving the home, school, and community. Commitments as of October 31, 2015, are marginally higher than this time last year, but appear reasonable.
- **Student Health Services** – Health Services provides staffing for school health rooms, maintains student health records, identifies health problems, enforces immunization laws, and provides other services. The expenditures in this category consistent with spending at this time last year.
- **Transportation** – Approximately 95% of the Transportation budget funds the contracts awarded to private bus owners and bus companies who provide our bus services. Bus services are provided over the summer months; however, the majority of our bus services are provided during the regular school year. The Transportation budget is 27.10% committed at October 31, 2015, as compared to 28.72% committed at October 31, 2014.

- **Operation of Plant** – This category includes custodial salaries and the cost of utilities. Approximately 33.78% of the FY 2016 budget has been committed at October 31, 2015, which is somewhat lower than the 34.30% committed at this time last year, and is reasonable for one-third of the fiscal year.
- **Maintenance of Plant** – This category includes costs of building and grounds maintenance, network and technology support services, and environmental maintenance. Approximately 32.32% of the FY 2016 budget has been committed at October 31, 2015, which is as expected for one third of the fiscal year and slightly behind the 34.49% committed at this time last year.
- **Fixed Charges** – This category includes the cost of employee benefits and other fixed charges. Health insurance and employer FICA consume 57% and 26% of the Fixed Charges budget, respectively. Retirement payments to the MSDE Pension System represent 13% of this budget. The FY 2016 Fixed Charges also includes liability and vehicle insurance, retirement contributions, life insurance, workers compensation contributions from the general fund, unemployment insurance, and employee assistance program costs.
- **Community Services** – This category provides for the usage of our facilities by the community, transportation for some parochial students in Howard County, grounds maintenance of school sites for community use, and other school system community services. The Community Services budget is 25.22% committed at October 31, 2015, which is lower than this time last year, but reasonable for being four months into the fiscal year.
- **Capital Outlay** – The Capital Outlay category includes costs for planning, administration, and oversight of the Capital Budget. Total expenditures in Capital Outlay appear reasonable.

**The Howard County Public School System**

*Schedule A - Statement of Detailed Revenues*

Budget and Actual

For the Period Ended: 10/31/2015 (unaudited)

	<u>Final</u>	<u>Year-to-Date</u>	<u>Remaining</u>	<u>Percent</u>
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual to</u>
				<u>Budget</u>
<b>REVENUE</b>				
COUNTY REVENUE				
Local Appropriations	\$ 544,144,625	\$ 170,032,870	\$ 374,111,755	31.24 %
<b>TOTAL COUNTY REVENUE</b>	<u>\$ 544,144,625</u>	<u>\$ 170,032,870</u>	<u>\$ 374,111,755</u>	<u>31.24 %</u>
OTHER REVENUE				
Tuition-Non Resident	\$ 179,000	\$ 39,660	\$ 139,340	22.15 %
Tuition-Summer School	430,000	646,028	(216,028)	150.23
Student Payments/Fees	350,000	135,090	214,910	38.59
Earnings on Investments	50,000	1,924	48,076	3.84
Rent	1,100,000	131,967	968,033	12.00
Other Miscellaneous Revenue	6,039,293	3,165,562	2,873,731	52.41
<b>TOTAL OTHER REVENUE</b>	<u>\$ 8,148,293</u>	<u>\$ 4,120,231</u>	<u>\$ 4,028,062</u>	<u>50.56 %</u>
STATE REVENUE				
State Share of Current Expense	\$ 161,913,982	\$ 53,971,327	\$ 107,942,655	33.33 %
Compensatory Education	27,734,155	9,244,718	18,489,437	33.33
Formula-Specific Populations	7,178,283	2,300,781	4,877,502	32.05
Students with Disabilities	8,930,329	4,964,969	3,965,360	55.59
Transportation	16,503,713	5,501,238	11,002,475	33.33
<b>TOTAL STATE REVENUE</b>	<u>\$ 222,260,462</u>	<u>\$ 75,983,033</u>	<u>\$ 146,277,429</u>	<u>34.18 %</u>
FEDERAL REVENUE				
Unrestricted-Impact Aid	\$ 130,000	\$ 8,844	\$ 121,156	6.80 %
Restricted Direct	240,000	51,867	188,133	21.61
<b>TOTAL FEDERAL REVENUE</b>	<u>\$ 370,000</u>	<u>\$ 60,711</u>	<u>\$ 309,289</u>	<u>16.40 %</u>
OTHER RESOURCES				
Transfers In-Maryland LEAs	\$ 200,000	\$ -	\$ 200,000	.00 %
Other Nonrevenue	1,215,000	101,413	1,113,587	8.34
<b>TOTAL OTHER RESOURCES</b>	<u>\$ 1,415,000</u>	<u>\$ 101,413</u>	<u>\$ 1,313,587</u>	<u>7.16 %</u>
<b>REVENUE</b>	<u>\$ 776,338,380</u>	<u>\$ 250,298,258</u>	<u>\$ 526,040,122</u>	<u>32.24 %</u>

Note: Variances due to system rounding.

The Howard County Public School System

Schedule B - Expenditures by Category

Budget and Actual with Encumbrances

For the Period Ended October 31, 2015 (unaudited)

Category and Object Summary	Budget	Year-To-Date Actual	Remaining Budget	Percent Actual to Budget
<b>Administration</b>				
Salaries and Wages	\$ 9,386,030	\$ 2,593,147	\$ 6,792,883	27.62 %
Contracted Services	2,086,710	1,050,435	1,036,275	50.33
Supplies and Materials	494,124	269,498	224,626	54.54
Other Charges	483,169	154,272	328,897	31.92
Equipment	-	-	-	0.00
<b>Total Administration</b>	<u>\$ 12,450,033</u>	<u>\$ 4,067,352</u>	<u>\$ 8,382,681</u>	<u>32.66 %</u>
<b>Mid-Level Administration</b>				
Salaries and Wages	\$ 52,104,311	\$ 14,786,979	\$ 37,317,332	28.37 %
Contracted Services	5,037,038	1,749,460	3,287,578	34.73
Supplies and Materials	1,348,675	423,550	925,125	31.40
Other Charges	510,605	54,482	456,123	10.67
Equipment	17,060	-	17,060	0.00
<b>Total Mid-Level Administration</b>	<u>\$ 59,017,689</u>	<u>\$ 17,014,471</u>	<u>\$ 42,003,218</u>	<u>28.82 %</u>
<b>Instructional Salaries</b>				
Salaries and Wages	\$ 318,875,974	\$ 68,686,017	\$ 250,189,957	21.54 %
Contracted Services	-	-	-	0.00
Supplies and Materials	-	-	-	0.00
<b>Total Instructional Salaries</b>	<u>\$ 318,875,974</u>	<u>\$ 68,686,017</u>	<u>\$ 250,189,957</u>	<u>21.54 %</u>
<b>Instructional Supplies</b>				
Contracted Services	\$ -	\$ 2,120	\$ (2,120)	0.00 %
Supplies and Materials	12,503,227	4,694,201	7,809,026	37.54
Other Charges	-	545	(545)	0.00
<b>Total Instructional Supplies</b>	<u>\$ 12,503,227</u>	<u>\$ 4,696,866</u>	<u>\$ 7,806,361</u>	<u>37.56 %</u>
<b>Other Instructional Costs</b>				
Contracted Services	\$ 2,396,640	\$ 681,427	\$ 1,715,213	28.43 %
Supplies and Materials	-	-	-	0.00
Other Charges	309,620	31,342	278,278	10.12
Equipment	128,100	97,641	30,459	76.22
Transfers	580,000	-	580,000	0.00
<b>Total Other Instructional Costs</b>	<u>\$ 3,414,360</u>	<u>\$ 810,410</u>	<u>\$ 2,603,950</u>	<u>23.73 %</u>
<b>Special Education</b>				
Salaries and Wages	\$ 84,608,339	\$ 18,258,911	\$ 66,349,428	21.58 %
Contracted Services	1,807,948	510,760	1,297,188	28.25
Supplies and Materials	345,432	148,691	196,741	43.04
Other Charges	328,564	54,480	274,084	16.58
Equipment	80,000	22,957	57,043	28.69
Transfers	6,911,000	6,356,285	554,715	91.97
<b>Total Special Education</b>	<u>\$ 94,081,283</u>	<u>\$ 25,352,084</u>	<u>\$ 68,729,199</u>	<u>26.94 %</u>
<b>Student Personnel Svcs</b>				



**The Howard County Public School System**

*Schedule B - Expenditures by Category*

Budget and Actual with Encumbrances

For the Period Ended October 31, 2015 (unaudited)

Category and Object Summary	Budget	Year-To-Date Actual	Remaining Budget	Percent Actual to Budget
Salaries and Wages	\$ 2,735,300	\$ 744,116	\$ 1,991,184	27.20 %
Contracted Services	331,605	109,495	222,110	33.01
Supplies and Materials	28,994	8,522	20,472	29.39
Other Charges	43,392	7,191	36,201	16.57
<b>Total Student Personnel Svcs</b>	<u>\$ 3,139,291</u>	<u>\$ 869,324</u>	<u>\$ 2,269,967</u>	<u>27.69 %</u>
<b>Student Health Svcs</b>				
Salaries and Wages	\$ 6,936,622	\$ 1,575,117	\$ 5,361,505	22.70 %
Contracted Services	484,429	275,251	209,178	56.81
Supplies and Materials	198,655	99,937	98,718	50.30
Other Charges	22,850	3,105	19,745	13.58
<b>Total Student Health Svcs</b>	<u>\$ 7,642,556</u>	<u>\$ 1,953,410</u>	<u>\$ 5,689,146</u>	<u>25.55 %</u>
<b>Student Transportation</b>				
Salaries and Wages	\$ 1,357,888	\$ 389,682	\$ 968,206	28.69 %
Contracted Services	36,432,227	9,742,112	26,690,115	26.74
Supplies and Materials	28,596	20,135	8,461	70.41
Other Charges	475,914	226,876	249,038	47.67
Equipment	-	-	-	0.00
<b>Total Student Transportation</b>	<u>\$ 38,294,625</u>	<u>\$ 10,378,805</u>	<u>\$ 27,915,820</u>	<u>27.10 %</u>
<b>Operation of Plant</b>				
Salaries and Wages	\$ 20,288,851	\$ 6,035,890	\$ 14,252,961	29.74 %
Contracted Services	3,081,935	1,164,227	1,917,708	37.77
Supplies and Materials	1,096,059	495,568	600,491	45.21
Other Charges	18,866,384	6,945,061	11,921,323	36.81
Equipment	-	-	-	0.00
<b>Total Operation of Plant</b>	<u>\$ 43,333,229</u>	<u>\$ 14,640,746</u>	<u>\$ 28,692,483</u>	<u>33.78 %</u>
<b>Maintenance of Plant</b>				
Salaries and Wages	\$ 11,600,729	\$ 3,271,448	\$ 8,329,281	28.20 %
Contracted Services	10,935,313	3,868,622	7,066,691	35.37
Supplies and Materials	1,051,896	455,680	596,216	43.31
Other Charges	97,730	1,597	96,133	1.63
Equipment	478,988	213,280	265,708	44.52
<b>Total Maintenance of Plant</b>	<u>\$ 24,164,656</u>	<u>\$ 7,810,627</u>	<u>\$ 16,354,029</u>	<u>32.32 %</u>
<b>Fixed Charges</b>				
Other Charges	\$ 151,805,740	\$ 44,619,808	\$ 107,185,932	29.39 %
<b>Total Fixed Charges</b>	<u>\$ 151,805,740</u>	<u>\$ 44,619,808</u>	<u>\$ 107,185,932</u>	<u>29.39 %</u>
<b>Community Services</b>				
Salaries and Wages	\$ 3,727,925	\$ 775,190	\$ 2,952,735	20.79 %
Contracted Services	1,526,865	380,832	1,146,033	24.94
Supplies and Materials	386,508	170,743	215,765	44.17
Other Charges	1,048,940	345,357	703,583	32.92
Equipment	26,000	22,117	3,883	85.06
<b>Total Community Services</b>	<u>\$ 6,716,238</u>	<u>\$ 1,694,239</u>	<u>\$ 5,021,999</u>	<u>25.22 %</u>

**The Howard County Public School System**

*Schedule B - Expenditures by Category*

Budget and Actual with Encumbrances

For the Period Ended October 31, 2015 (unaudited)

Category and Object Summary	Budget	Year-To-Date Actual	Remaining Budget	Percent Actual to Budget
<b>Capital Outlay</b>				
Salaries and Wages	\$ 855,819	\$ 233,792	\$ 622,027	27.31 %
Contracted Services	7,000	-	7,000	0.00
Supplies and Materials	14,000	1,777	12,223	12.69
Other Charges	22,660	5,792	16,868	25.56
Equipment	-	-	-	0.00
<b>Total Capital Outlay</b>	\$ <u>899,479</u>	\$ <u>241,361</u>	\$ <u>658,118</u>	<u>26.83</u> %
 <i>Total Expenditures</i>	\$ <u>776,338,380</u>	\$ <u>202,835,520</u>	\$ <u>573,502,860</u>	<u>26.12</u> %

*Note: Variances due to system rounding*

**The Howard County Public School System**  
**Schedule C -Summary Expenditures by Expense Object**

Budget and Actual with Encumbrances  
 For the Period Ended October 31, 2015 (unaudited)

<u>Summary by Expense Object</u>		<u>Final</u>		<u>Year-to-Date</u>		<u>Remaining</u>		<u>Percent</u>
		<u>Budget</u>		<u>Actual</u>		<u>Budget</u>		<u>Actual to</u>
								<u>Budget</u>
Salaries and Wages	\$	512,477,788	\$	117,350,289	\$	395,127,499		22.89 %
Contracted Services		64,127,710		19,534,741		44,592,969		30.46
Supplies and Materials		17,496,166		6,788,302		10,707,864		38.79
Other Charges		174,015,568		52,449,908		121,565,660		30.14
Equipment		730,148		355,995		374,153		48.75
Transfers		7,491,000		6,356,285		1,134,715		84.85
<b>Total</b>	\$	<u>776,338,380</u>	\$	<u>202,835,520</u>	\$	<u>573,502,860</u>		<u>26.12</u> %

*Note: Variances due to system rounding*

**The Howard County Public School System**

**Budget Transfer Report**

For the Reporting Period

**From:** 10/01/2015      **To:** 10/31/2015

<u>Program</u>	<u>Expense Type</u>	<u>From</u>	<u>To</u>
04 Gifted & Talented	Supplies-General	2,000.00	0.00
04 Gifted & Talented	Supplies-General	1,000.00	0.00
04 Music	Supplies-General	0.00	1,000.00
04 Art	Supplies-Other	0.00	2,000.00
Reference: BU160049	Reason: GT to Fine Arts supplies		
10 Risk Management	Supplies-General	1,000.00	0.00
10 Risk Management	Dues & Subscriptions	0.00	1,000.00
Reference: BU160050	Reason: Nat'l Safety Council subscr		
05 English Language Arts	Contracted-Labor	700.00	0.00
05 English Language Arts	Dues & Subscriptions	0.00	700.00
Reference: BU160051	Reason: Subscription renewal		
04 Reading-Secondary	Supplies-General	2,000.00	0.00
04 English Language Arts	Supplies-General	0.00	2,000.00
Reference: BU160052	Reason: English supplies		
04 Reading-Secondary	Textbooks	12,000.00	0.00
04 Reading-Secondary	Supplies-General	0.00	12,000.00
Reference: BU160053	Reason: Increase supplied		
11 Building Maintenance	Repair-Buildings	55,188.00	0.00
11 Building Maintenance	Equipment-Replacement	0.00	55,188.00
Reference: BU160055	Reason: Funds for replacement of equip		
02 Communications Technology	Contracted-General	9,000.00	0.00
02 Communications Technology	Supplies-General	5,660.00	0.00
02 Communications Technology	Training	2,400.00	0.00
02 Communications Technology	Equipment-Technology	0.00	17,060.00
Reference: BU160056	Reason: Streaming equip for BOE mtgs		
06 Psychological Services	Supplies-General	1,000.00	0.00
06 Psychological Services	Dues & Subscriptions	0.00	1,000.00
Reference: BU160057	Reason: Dues and subscriptions		
02 Curriculum & Curr Assessment	Supplies-General	250.00	0.00
02 Curriculum & Curr Assessment	Dues & Subscriptions	0.00	250.00

**The Howard County Public School System**

**Budget Transfer Report**

For the Reporting Period

**From:** 10/01/2015      **To:** 10/31/2015

<u>Program</u>	<u>Expense Type</u>	<u>From</u>	<u>To</u>
Reference: BU160058	Reason: Survey Monkey subscription		
01 Staff Relat/Equity Assurn	Travel-Mileage	250.00	0.00
01 Family,Community and Staff Com	Travel-Mileage	0.00	250.00
Reference: BU160062	Reason: Mileage in Public		
01 Chief Facilities Officer	Travel-Mileage	2,000.00	0.00
01 Chief Facilities Officer	Supplies-General	0.00	2,000.00
Reference: BU160063	Reason: Replacement of equip		
02 Curriculum & Curr Assessment	Supplies-General	250.00	0.00
02 Curriculum & Curr Assessment	Dues & Subscriptions	0.00	250.00
Reference: BU160064	Reason: Dues & Subscriptions		
05 HS Athletics/Activities	Repair-Equipment	50,000.00	0.00
05 HS Athletics/Activities	Equipment-Replacement	0.00	50,000.00
Reference: BU160065	Reason: HS Scoreboard replacement		
10 Risk Management	Supplies-General	1,000.00	0.00
10 Risk Management	Dues & Subscriptions	0.00	1,000.00
Reference: BU160066	Reason: Dues for National Safety Counc		
11 Building Maintenance	Repair-Buildings	100,000.00	0.00
11 Building Maintenance	Equipment-Replacement	0.00	100,000.00
Reference: BU160067	Reason: Equipment replacement		