



Business Management Services
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FY 2022 Chief Executive Officer's PROPOSED Budget Q & A

Additional Questions from the Board of Education

Budget Work Session – January 19, 2021

Received: January 18, 2021

Prince George's County Public Schools
Business Management Services

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Additional Questions from the Board of Education Budget Work Session – January 19, 2021 Received 01.18.21	
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Accountability

1. **Page 148 – ESSA & Title I – Restricted Funds**

Why is Catering Services estimated to increase in cost during the pandemic? Who is ordering and using these services at the cost of \$32,500?

The FY 2021 Estimated budget for Catering Services has not increased in cost but it is a placeholder amount included in the budget until the grant funds have been received. Grant placeholder estimates are revalidated with newly approved budget levels that align with the program grant application, which is submitted as a component of the Local Consolidated Strategic Plan.

2. **Page 148 – ESSA & Title I – Restricted Funds**

Explain the increase in the FY 2021 Estimated budget for Software Licenses of more than \$560,000 over the FY 2021 Approved budget. Why are no funds budgeted in this line for FY 2022?

The FY 2021 Estimated budget for Software Licenses is a placeholder until the grant funds have been received. Grant placeholder estimates are revalidated with newly approved budget levels that align with the program grant application, which is submitted as a component of the Local Consolidated Strategic Plan.

3. **Page 148 – ESSA & Title I – Restricted Funds**

What is the reason for the overestimated approval of staff development supplies?

The FY 2021 Estimated budget for Staff Development Supplies is a placeholder until the grant funds have been received. Grant placeholder estimates are revalidated with newly approved budget levels that align with the program grant application, which is submitted as a component of the Local Consolidated Strategic Plan.

4. **Page 148 – ESSA & Title I – Restricted Funds**

Explain the FY 2021 Estimated budget of \$2,000,000 in Computers – Instructional, an increase over the \$58,991 budgeted in the FY 2021 Approved budget. Who is responsible for this underestimation of this cost?

The FY 2021 Estimated budget for Computers - Instructional is a placeholder until the grant funds have been received. Grant placeholder estimates are revalidated with newly approved budget levels that align with the program grant application, which is submitted as a component of the Local Consolidated Strategic Plan.

5. **Page 149 – ESSA & Title I – Restricted Funds**

Explain the reason that no funding for Educational Communication Equipment were expended in FY 2020 or budgeted for in the FY 2021 Approved budget, yet the FY 2021 Estimated budget reflects \$1,235,456?

The FY 2021 Estimated budget for Educational Communication Equipment is a placeholder until the grant funds have been received. Grant placeholder estimates are revalidated with newly approved budget levels that align with the program grant application, which is submitted as a component of the Local Consolidated Strategic Plan.

6. **Page 157 – Testing, Research & Evaluation**

Explain the decrease in Instruction Contract Service for FY 2022 compared to the FY 2020 Actual and FY 2021 Approved budgets?

The actual budget cost for Contracted Services for FY 2022 is not expected to decrease. However, funds for Instructional Contracted Services are being realigned to Other Contracted Services to budget the expense in the sub-object better aligned to the type of services being provided. See Other Contracted Services located on Page 158 of the FY 2022 Proposed budget book.

7. **Page 158 – Testing, Research & Evaluation**

Explain the increase of \$2,421,243 in Other Contracted Services for FY 2022? Is it the same service request in my question above where we spent this large amount in FY 2020 and FY 2021? If so, why the change in location on the budget line?

The increase in Other Contracted Services is a realignment of all testing contracted services from Instructional Contract Services as stated in Question 6 above.

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8. **Page 158 – Testing, Research & Evaluation**

Explain the increase in Meeting/Conferences/Conventions expense from the FY 2020 Actual to FY 2021 Approved budget, yet no funding included in the Proposed budget for FY 2022.

There are no in person Meeting and Conference expenses requested for FY 2022 because there will only be virtual meetings and conferences as per the budget guidance given by the Chief Executive Officer.

Human Resources

9. **Page 195 – Equity & Excellence**

Explain the increase of \$248,000 in Other Stipends for FY 2022. What will these funds be used for?

The FY 2022 Proposed budget increase of \$248,000 in Other Stipends supports stipends paid to compensate school-based equity leads, who facilitate and support professional learning tied to the system's equity vision.

10. **Page 195 – Equity & Excellence**

Explain why no funds were budgeted or expended in Other Stipends for FY 2021.

The increase in Other Stipends addressed in Question 9 is the result of a new initiative proposed as part of the FY 2022 budget cycle. As such, there will not be any funds expended in FY 2021.

11. **Page 195 – Equity & Excellence**

What are the FY 2022 Proposed discretionary funds for and why it can't be used in the FY 2021 Estimated?

The FY 2022 Proposed discretionary funds for Instructional Contracted Services will be used to support Protected Classes training, Office Supplies, Staff Development Supplies to build the Equity Library and Registration Fees for a Learning Forward conference. The FY 2022 Proposed discretionary funding cannot be used in FY 2021 because these funds are being proposed for the Equity & Excellence Office ramp up in FY 2022.

12. **Page 199 – HR Operations & Staffing**

Explain the increase in the FY 2021 Estimated budget over the FY 2021 Approved for Workman's Compensation and then the decrease in cost for FY 2022?

The increase in the FY 2021 Estimated budget over the FY 2021 Approved budget for Worker's Compensation reflects the actual calculation of the Worker's Compensation value based on the budgeted salaries in the cost center. Worker's Compensation is budgeted at the same rate for all full time and part time salaries and adjusts up or down based on the changes to the actual or budgeted salaries.

The decrease in Worker's Compensation reflected in the FY 2022 Proposed budget is due to an inadvertent reduction in the Worker's Compensation sub- object which will be corrected in FY 2022 Requested budget.

13. **Page 199 – HR Operations & Staffing**

Explain the need for \$339,932 in Other Contracted Services proposed for FY 2022.

The FY 2022 Proposed budget increase in Other Contracted Services in the amount of \$339,932 is the result of a realignment of funds from Professional Contracted Services. This realignment was completed to budget the expense in the sub-object better aligned to the type of services being provided.

14. **Page 204 – Professional Learning & Leadership – Restricted Funds**

Provide an explanation for the increase of \$1,586,946 in the FY 2021 estimated budget for Other Stipends over the FY 2021 approved, and why no funding is budgeted for in the FY 2022 proposed budget. Also explain the increase of \$214,237 in the FY 2021 estimated budget for Substitute Teacher over the FY 2021 approved, yet no amount proposed for FY 2022?

The FY 2021 Estimated budget for Other Stipends and Substitute Teacher reflects the remaining carry over funds for the Great Leaders, Great Teachers and Great Schools (G3) grant. This grant ended September 30, 2020; and therefore, is not budgeted in FY 2022.

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Information Technology

15. Page 209 – Chief Information & Technology Officer

Provide an explanation for the steady decrease in Lease/Purchases – Non Energy from FY 2020 to FY 2021 and FY 2022?

In most years, Information Technology is paying off five lease-purchase agreements at a given time. The reason for the continued decrease in funding from FY 2020 through FY 2022 are as follows:

- In FY 2020, payments of roughly 1/5 of the total principal and interest were paid on the Lease Purchase Agreements for the years 2016, 2017, 2018, 2019 and 2020, which resulted in the \$9,236,752 actual expense in FY 2020.
- In FY 2021, we are making an early pay-off for the FY 2020 and FY 2021 lease agreements. This was done to offset any potential funding shortfall in FY 2022 due to COVID-19.

16. Page 210 – Chief Information & Technology Officer

Explain the reason for the increase in FY 2021 estimated budget for the cost of Indirect Cost Recovery, Classroom Teacher Supplies, Other Misc. Expenses and Student Supplies?

In FY 2021, significant federal funding was received from the CARES Act to apply towards instructional technology to support this period of emergency remote learning. The one-year increase in FY 2021 is a result of this restricted federal funding for student Chromebooks and other digital tools to support distance learning.

17. Page 210 – Chief Information & Technology Officer – Restricted Funding

Why were there no funds requested in FY 2021 for Classroom Equipment and Furniture, yet the FY 2021 Estimated budget reflects over \$206,000? Why isn't this cost more when in FY 2022 we will be trying to make sure we are meeting safety guideline for students to return?

These funds are earmarked for the purchase of student iPads as a part of restricted federal CARES Act funding that can be applied towards instructional equipment to support this period of emergency remote learning. There is a one-year increase for FY 2021 in this area, with a proposed continuation in FY 2022 pending the release of additional federal grant dollars for this purpose.

18. Page 214 – Instructional Technology Support – Restricted Funding

Explain the \$1,000,000 increase in Dues and Subscription for the FY 2021 Estimated budget over the FY 2021 Approved. Why only \$1,300 budgeted for in FY 2022?

The funds allocated in the FY 2021 Estimated to Dues & Subscriptions, of over \$1,000,000, were intended to support Software Licenses. These funds will be realigned in FY 2021 financial review to the correct sub-object. These funds were used to support the purchase of software licenses during this period of emergency remote learning. Using federal CARES Act funding, we have purchased additional licenses for a range of instructional technology applications, such as Nearpod, Pear Deck, and Screencastify, as well as Zoom and WebEx. The FY 2022 Proposed budget amount could potentially need to be adjusted pending the following:

- The analysis of our user data for each application.
- The degree to which we anticipate these applications will continue to be used in a brick-and-mortar environment.
- Availability of continued federal funding for this purpose.

19. Page 214 – Instructional Technology Support – Restricted Funding

Explain the increase of \$1,407,388 in the FY 2021 estimated budget over the FY 2021 approved for Computers – Instructional. Why only \$626,312 budgeted for in FY 2022?

The significant increase in the FY 2021 Estimated restricted budget for Computer-Instructional is the result of purchasing educator laptops and Chromebooks to support this period of emergency remote teaching and learning. Using federal CARES Act funding, for example, we have been able to equip all paraprofessionals and instructional special education assistants with a Chromebook. This will help support distance learning. The FY 2022 Proposed budget amount in Computer-Instructional is

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reduced based on anticipated need in this area, as well as uncertainty in available federal funding for this purpose. This amount may need to be adjusted in the future pending availability of funding and our precise need in this area.

Operations & Supporting Services

20. **Page 231 – Purchasing & Supply Services – Restricted Funding**

Explain the increase in Supplies and Materials for the FY 2021 Estimated budget, but no funding budgeted in FY 2020 Actual and FY 2021 Approved budgets. If it is because of the pandemic, then why isn't more requested in FY 2022?

The increase in supplies and materials appears in the FY 2022 Proposed Budget in the amount of \$20,900. These funds are to support supplies for the warehouse including material handling equipment, hand carts and PPE (gloves, etc.) for warehouse staff. Previously, this had been located in the Non-Operating Budget.