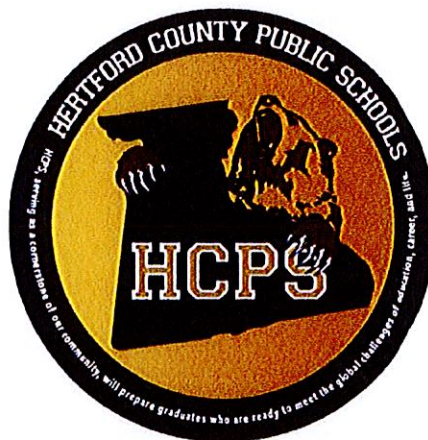


# **Hertford County Public Schools**



## **Proposed Budget For the Year Ending June 30, 2021**



## HERTFORD COUNTY PUBLIC SCHOOLS

HCPS, serving as a cornerstone of our community, will prepare graduates who are ready to meet the global challenges of education, career, and life.

701 North Martin Street • P.O. Box 158 • Winton, North Carolina 27986 • Phone (252) 358-1761 • FAX (252) 358-4745

April 14, 2020

To the Members of the Hertford County Board of Education:

Although we are currently faced with tremendous challenges during this critical time in this school year, we are being asked to prepare for the 2020 -2021 Budget Season. Additionally, as we all know without an approved budget for this year and no clear understanding at this point when that will take place, we are planning for next year's budget not knowing what adjustments may need to be made considering the uncertainty in our state and nation.

While we are extremely grateful for the collaborative efforts and the progress made towards the new construction of Ahoskie Elementary School, we still clearly understand that the district as a whole still has many needs that we are requesting be supported by local funding. Continuously, we are being asked to "compete" with employers for quality employees while not always being able to offer competitive supplements to our salaries for them. We are hopeful, that the implementation of Opportunity Culture will provide a way for our teachers who accept more leadership responsibility, to be compensated at a greater rate for doing so, without having to leave the classroom environment.

The 2020-2021 School Year represents a special time for the Hertford County School District. WE have found a way to collectively identify and support some desperate needs for our district over the past 5 school years. As I complete my 5th calendar year as Superintendent, while we have accomplished a great deal, we have also identified many opportunities for continuous improvement for our district. We have worked to right size the continued effective operation of our district while working daily to increase student achievement. However, this right sizing does not diminish our needs. We have worked together to move the bar along towards the realization of a new Ahoskie Elementary School, as the school celebrates it's 66th anniversary. All of this, of course is coming at a time in which the landscape is changing drastically at the State and Federal levels.

Across the nation, more and more funding is being diverted away from Traditional Public Schools. If there is any positive that can come out of this Pandemic, I can hope that the public will truly begin to reappraise the value of our public schools and ALL that we have to offer.

It should be duly noted that we are appreciative of the fact that Hertford County Schools has been able to operate well from a financial perspective, even with the challenges of being underfunded at the local, state and national levels. Despite these challenges, we are determined to ensure that our students continue to receive the best that we can provide as we continue to be All-In For Learning.

Educationally yours,

William T. Wright, Jr., Ed. D.

## **HERTFORD COUNTY BOARD OF EDUCATION**

Mr. David Shields, Chair  
Mr. Dennis Deloatch., Vice Chair  
Mr. J Wendell Hall  
Mrs. Sheila Porter  
Dr. James Shearn

### **SUPERINTENDENT**

Dr. William T. Wright, Jr

### **SENIOR LEADERSHIP**

Mrs. Tammi Ward - Assistant Superintendent, Curriculum & Instruction  
Dr. Shamica Long-Lane – Executive Director, Human Resources  
Mrs. Cynthia Martin – Executive Director, Financial Services

### **PRINCIPALS**

Ms. Elenia Riddick – Ahoskie Elementary School  
Mrs. Julie Shields – Bearfield Primary School  
Ms. Crystal Phillips – Hertford County Middle School  
Mr. Ernest Cooley – Hertford County High School  
Mrs. Lyndsay Britt – Early College High School  
Mr. Lee Ford – Riverview Elementary School  
Mr. Bobbie Jones – CS Brown High School

**HERTFORD COUNTY PUBLIC SCHOOLS  
BUDGET CALENDAR  
2020-2021**

The Board's budgets are adopted as required by North Carolina General Statutes. Annual budgets are adopted for all funds, except individual schools special revenue funds. No budget is required by State law for individual school funds. All appropriations lapse at fiscal year-end. All budgets are prepared using the modified accrual basis of accounting.

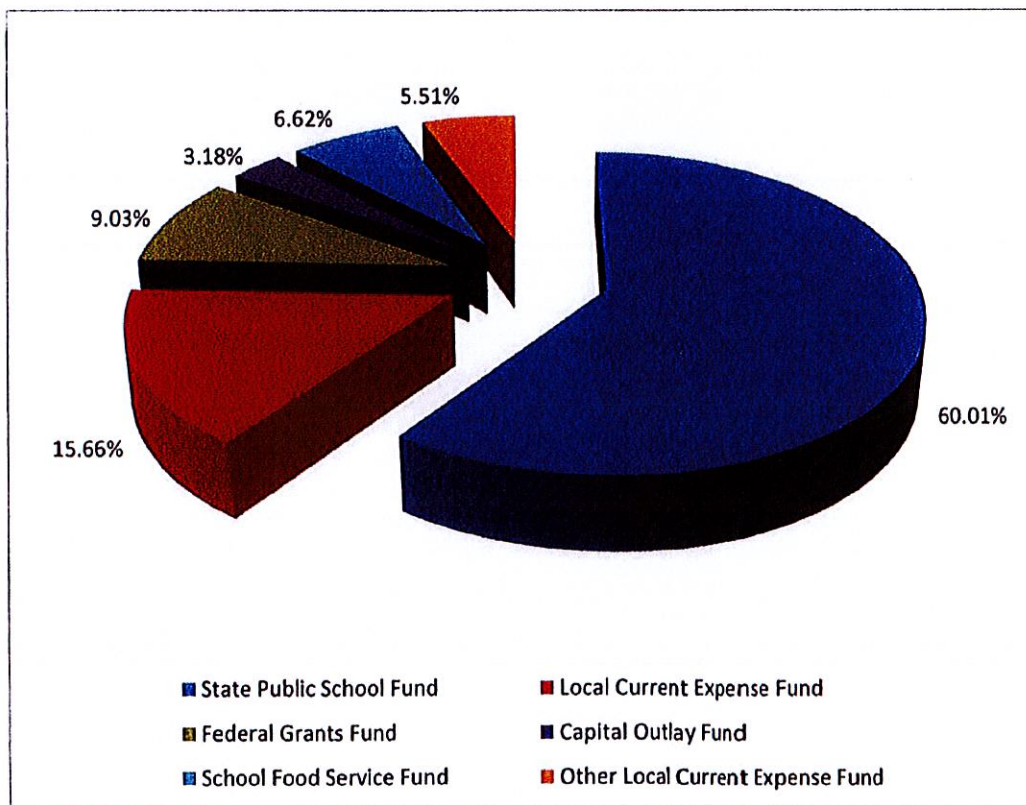
Expenditures may not legally exceed appropriations at the purpose code level for all annually budgeted funds. The Superintendent is authorized by the governing Board to transfer amounts within individual funds. Amendments are required for any revisions that alter total expenditures of any fund. All amendments must be approved by the governing Board.

The budget ordinance must be adopted by July 1 of the fiscal year or the governing Board must adopt an interim budget that covers that time until the annual ordinance can be adopted.

NOV 2019	Superintendent and Finance Director Outline budget planning process and develop a calendar
NOV 2019	Finance Director prepares and compiles budget package and issues budget package to Principals and Program Directors.
JAN 2020	Principals and Program Directors submit copies of budget requests to Superintendent and Finance Director.
JAN 2020	Principals and Directors present budget requests to Superintendent and Finance Director.
MAR 2020	Proposed budget is submitted to the Board of Education for approval.
APR 2020	Approved budget is forwarded to the County Commissioners by the Superintendent, Finance Director, and Board Chair.
JUN 2020	County Commissioners complete action on budget.
JUN 2020	Board of Education adopts Interim Budget Resolution for 2020-2021
JUL 2020	Finance Director prepares and sends interim allotments to schools
TBD	After Final State Budget is adopted, Board of Education will adopt final resolution for 2020-2021
TBD	Finance Director adjusts and sends allotments to schools.

**HERTFORD COUNTY PUBLIC SCHOOLS  
PROPOSED BUDGET AT A GLANCE  
For the Year Ending June 30, 2021**

<b>Fund</b>	<b>Budget</b>	<b>%</b>
State Public School Fund	\$ 23,047,000	60.01%
Local Current Expense Fund	6,013,000	15.66%
Federal Grants Fund	3,467,000	9.03%
Capital Outlay Fund	1,223,000	3.18%
School Food Service Fund	2,543,000	6.62%
Other Local Current Expense Fund	2,115,000	5.51%
<b>TOTAL</b>	<b>\$ 38,408,000</b>	<b>100.00%</b>





Hertford County Public Schools  
**Proposed Budget Summary**  
For the Year Ending June 30, 2021

The Proposed Budget for the year ending June 30, 2021 has been prepared in accordance with goals adopted by the Hertford County Board of Education.

The following was considered in preparing the proposed budgets:

**State Public School Fund Budget** - page 24

The State Public School Fund (SPSF) includes appropriations from North Carolina Department of Public Instruction for the current operating expenditures of the public school system.

- The budget has been prepared based on estimated allotments and is subject to change when the General Assembly adopts a final State budget.
- The allotted ADM will be 2,646, a decrease of 85 from the 2019-20 allotted ADM.
- Approximately ninety-five percent of this budget will be spent on salaries and benefits.
- Reduction in projected allotments includes:
  - Reduction of 4 Teacher positions due to reduction in Classroom Teachers allotment
  - Reduction of 1 Counselor position due to reduction in Certified Instructional support allotment
  - Reduction of 2 Teacher Assistant positions due to reduction in Teacher Assistants allotment

**Local Current Expense Fund Budget** – begins on page 10

The Local Current Expense Fund is the general operating fund of the Board. All financial resources are accounted for in this fund except those that are required to be accounted for in another fund. The proposed budget reflects the following:

- A request from the County for an appropriation of \$4,432,818. This is an increase of \$142,000 above the appropriations for 2018-19 and 2019-20.
- An increase in funding is requested for the following:
  - Two Teacher positions due to reduction in State allotments of 4 positions
  - Decrease in technology expenditures
  - Increase in salaries/benefits costs for locally funded positions
  - Projected increases in other expenditures
- Includes appropriated fund balance of \$1,527,000. The projected fund balance at June 30, 2020 will be \$1,733,261.

Hertford County Public Schools  
**Proposed Budget Summary**  
For the Year Ending June 30, 2021

**Capital Outlay Fund Budget** – begins on page 21

The Capital Outlay Fund includes appropriations for capital outlay as defined by G.S. 115C-426(f). The proposed budget reflects the following:

- A request from the County for projected restricted sales tax distribution revenues in the amount of \$873,000.
- No appropriation of fund balance. The projected fund balance at June 30, 2020 will be \$882,763.

**Federal Grants Fund Budget** – page 25

The Federal Grants Fund is used to account for various grants and includes current allotments and projected carryovers.

- Planning allotments have not been received from NCDPI; therefore, estimated revenues were used in preparing the budget.

**School Food Service Fund** – page 26

The School Food Service Fund, an enterprise fund, is used to account for the food service program within the school system. Federal funds comprise approximately seventy-four percent of the budgeted revenues for School Food Service.

**Other Restricted Fund** – page 27

The Other Restricted Grants Fund is used to account for various restricted funds that are not required to be in the State Public School Fund or the Federal Grants Fund. The proposed budget includes the following due to a reduction in State allotments:

- Two Teacher positions due to reduction in State allotments of 4 positions
- One Certified Instructional Support position
- Two Teacher Assistants
- Benefits previously funded from State dollar allotments

Hertford County Public Schools  
**Proposed Budget Summary**  
For the Year Ending June 30, 2021

**Salaries and Benefits for All Funds**

Salaries and benefits were projected based on the following:

- Salary increases are based on the State's final budget and are undetermined at this time. We are projecting an increase of 2% for educators and school administrators and 2% for other staff.
- Recurring local funding of supplements at 3% for teachers and administrators and 1% for classified staff. This is continued funding of supplements and not an increase in salaries.
- Estimated retirement rate of 21.44%, an increase of 9.0% above the current year's rate of 19.70%
- Estimated hospitalization insurance cost of \$6,647 per eligible employee, an increase of 5.00% above the current year's rate of \$6,306.

**Fund Balances**

- Local Current Expense Fund
  - Estimated fund balance at July 1, 2019 = \$2,660,261
  - 2019-20 Estimated fund balance used = \$ (927,000)
  - Estimated fund balance at June 30, 2020 = \$1,733,261
- Capital Outlay Fund
  - Estimated fund balance at July 1, 2019 = \$882,763
  - 2019-20 Fund balance appropriated = \$0.00
  - Estimated fund balance at June 30, 2020 = \$882,763

**Budget Details**

Proposed budget details can be viewed on the following pages:

Local Current Expense Fund	10 – 19
Capital Outlay Fund	21 – 22
State Public School Fund	24
Federal Grants Fund	25
School Food Service Fund	26
Other Local Current Expense Fund	27
Historical Data	29 – 34



**Proposed Budget -  
Local Current Expense Fund**

HERTFORD COUNTY BOARD OF EDUCATION  
**PROPOSED BUDGET - LOCAL CURRENT EXPENSE FUND**  
 FOR THE FISCAL YEAR ENDING JUNE 30, 2021

	2019-2020 Budget	2020-2021 Budget	Increase (Decrease)
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**EXPENDITURES:**

2.5110.001.121.	SALARY- TEACHER	35,000	35,000	-
2.5110.001.121.	SALARY- TEACHER	-	70,000	70,000
2.5110.001.121.	ADDITIONAL MONTHS OF EMPLOY	28,500	28,500	-
2.5110.001.211.	EMPLOYER'S SOCIAL SECURITY	4,858	10,213	5,355
2.5110.001.221.	EMPLOYER'S RETIREMENT COST	12,510	28,622	16,112
2.5110.001.231.	EMPLOYER'S HOSP. INS COST	8,900	22,194	13,294
*** PRC 001	CLASSROOM TEACHERS			

2.6110.002.113.	SALARY-DIRECTOR-C&I	180,216	183,828	3,612
2.6110.002.180.	BONUS PAY	-	-	-
2.6110.002.181	SUPPLEMENT	16,008	16,008	-
2.6110.002.211.	EMPLOYER'S SOCIAL SECURITY	15,012	15,288	276
2.6110.002.221.	EMPLOYER'S RETIREMENT COST	38,657	42,845	4,188
2.6110.002.231.	EMPLOYER'S HOSP. INS COST	18,918	19,941	1,023
*** PURPOSE 6110	RGLR CURRIC SUPPORT & DEVEL			

2.6120.002.113.	DIRECTOR	62,820	64,068	1,248
2.6120.002.180.	BONUS PAY	-	-	-
2.6120.002.211.	ER SOCIAL SECURITY COST	4,806	4,901	95
2.6120.002.221.	ER RETIREMENT COST	12,376	13,736	1,360
2.6120.002.231.	ER HOSPITALIZATION COST	6,306	6,647	341
*** PURPOSE 6120	CTE SUPPORT & DEVELOP SERVI			

2.6400.002.113.	SALARY- DIRECTOR	58,092	59,256	1,164
2.6400.002.180.	BONUS PAY	-	-	-
2.6400.002.184	DIFFERENTIAL PAY	-	-	-
2.6400.002.192.	STIPEND - ADDITIONAL DUTIES	19,200	19,200	-
2.6400.002.211.	EMPLOYER'S SOCIAL SECURITY	5,913	6,002	89
2.6400.002.221.	EMPLOYER'S RETIREMENT COST	15,226	16,820	1,594
2.6400.002.231.	EMPLOYER'S HOSPITALIZATION	6,306	6,647	341
*** PURPOSE 6400	TECHNOLOGY SUPPORT SERVICES			

2.6550.002.113.	SALARY-SUPERVISOR	52,764	53,820	1,056
2.6550.002.192.	STIPEND - INTERIM SUPERVISOR	12,000	12,000	-
2.6550.002.211.	EMPLOYER'S SOCIAL SECURITY	4,954	5,035	81
2.6550.002.221.	EMPLOYER'S RETIREMENT COST	12,759	14,112	1,353
2.6550.002.231.	EMPLOYER'S HOSPITALIZATION	6,306	6,647	341
*** PURPOSE 6550	TRANSPORTATION SERVICES			

2.6580.002.113.	SALARY-DIRECTOR-AUXILIARY	61,692	62,928	1,236
2.6580.002.211.	EMPLOYER'S SOCIAL SECURITY	4,719	4,814	95

HERTFORD COUNTY BOARD OF EDUCATION  
**PROPOSED BUDGET - LOCAL CURRENT EXPENSE FUND**  
 FOR THE FISCAL YEAR ENDING JUNE 30, 2021

		2019-2020 Budget	2020-2021 Budget	Increase (Decrease)
2.6580.002.221.	EMPLOYER'S RETIREMENT COST	12,153	13,492	1,339
2.6580.002.231.	EMPLOYER'S HOSPITALIZATION	6,306	6,647	341
*** PURPOSE	6580 MAINTENANCE SERVICES			
2.6910.002.192.	BOARD MEMBER COMPENSATION	42,600	42,600	-
2.6910.002.211.	EMPLOYER'S SOCIAL SECURITY	3,259	3,259	-
*** PURPOSE	6910 BOARD OF EDUCATION			
2.6940.002.111.	SALARY	27,060	27,600	540
2.6940.002.181.	SUPPLEMENT	8,400	8,400	-
2.6940.002.211.	ER SOCIAL SECURITY COST	2,713	2,754	41
2.6940.002.221.	ER RETIREMENT COST	6,986	7,718	732
2.6940.002.231	EMPLOYER'S HOSPITALIZATION	-	-	-
*** PURPOSE	6940 LEADERSHIP SERVICES			-
2.6950.002.113.	SALARY	61,236	62,460	1,224
2.6550.002.180.	BONUS PAY	-	-	-
2.6950.002.211.	EMPLOYER'S SOCIAL SECURITY	4,685	4,778	93
2.6950.002.221.	EMPLOYER'S RETIREMENT COST	12,063	13,391	1,328
2.6950.002.231.	EMPLOYER'S HOSP. INS COST	6,306	6,647	341
*** PURPOSE	6950 PUBLIC RELATIONS & MARKETIN			-
*** PRC	002 CENTRAL OFFICE ADMIN			
2.5110.003.162.	SUBSTITUTE PAY- CERTIFIED	100,000	100,000	-
2.5110.003.211.	EMPLOYER'S SOC. SEC. COST	7,650	7,650	-
*** PRC	003 NON-INST SUPPORT PERS			
2.5840.004.311.	CONTRACTED SERVICES	1,800	1,800	-
2.5840.004.332.	TRAVEL - SCHOOL NURSE	5,500	5,500	-
2.5840.004.361.	DUES	200	200	-
2.5840.004.411.	HEALTH SUPPLIES	5,300	5,300	-
2.5840.004.418.	SOFTWARE-HEALTHMASTER	5,000	5,000	-
*** PRC	004 INSTR SUPPORT NON-CERTIFIED			
2.5400.005.187.	SALARY - DIFFERENTIAL	21,133	21,133	-
2.5400.005.211.	ER SOCIAL SECURITY COST	1,617	1,617	-
2.5400.005.221.	ER RETIREMENT COST	4,163	4,531	368
*** PURPOSE	5400 SCHOOL LEADERSHIP SERVICES			
*** PRC	005 SCHOOL BUILDING ADMIN			

HERTFORD COUNTY BOARD OF EDUCATION  
**PROPOSED BUDGET - LOCAL CURRENT EXPENSE FUND**  
 FOR THE FISCAL YEAR ENDING JUNE 30, 2021

		2019-2020 Budget	2020-2021 Budget	Increase (Decrease)
2.5110.007.187.	DIFFERENTIAL PAY	-	-	-
2.5110.007.211.	EMPLOYER'S SS COST	-	-	-
2.5110.007.221.	EMPLOYER'S RET COST	-	-	-
*** PRC 007	INSTR SUPPORT CERTIFIED			

2.5xxx.009.181.	SUPPLEMENTS-ATHLETICS	160,000	160,000	-
2.5xxx.009.181.	SUPPLEMENTS-BAND	8,000	8,000	-
2.5xxx.009.181.	SUPPLEMENT-HEAD NURSE	1,000	1,000	-
2.5xxx.009.18X.	LONGEVITY PAY/ANNUAL LEAVE	9,950	9,950	-
2.5xxx.009.211.	ER SS COST	13,690	13,690	-
2.5xxx.009.221.	ER RETIREMENT COST	35,253	38,367	3,114
2.6910.009.233.	UNEMPLOYMENT INSURANCE	10,000	10,000	-
2.6xxx.009.181.	SUPPLEMENT	6,750	6,750	-
2.6xxx.009.184.	LONGEVITY PAY	16,000	16,000	-
2.5xxx.009.188.	ANNUAL LEAVE PAYOFF	6,000	6,000	-
2.6xxx.009.211.	EMPLOYER'S SOCIAL SECURITY	2,199	2,199	-
2.6xxx.009.221.	EMPLOYER'S RETIREMENT COST	5,664	6,164	500
*** PRC 009	NON-CONTRIBUTORY PAYMENTS			

2.5110.012.311.	CONTRACTED SERVICES	20,000	20,000	-
*** PRC 012	DRIVER TRAINING			

2.6120.013.184.	LONGEVITY PAY	2,091	2,091	-
2.6120.013.211.	EMPLOYER'S SOCIAL SECURITY	160	160	-
2.6120.013.221.	EMPLOYERS RETIREMENT COST	414	448	34
*** PRC 013	VOC ED-MOS OF EMPLOYMENT			

2.6120.014.332	TRAVEL - DIRECTOR CTE	1,000	1,000	-
*** PRC 014	CTE SUPPORT & DEVELOPMENT			

2.5110.015.326.	CONTRACTED MAINTENANCE-TEKN	6,500	6,500	-
2.6400.015.312.	WORKSHOP EXP	2,000	5,000	3,000
2.6400.015.326.	MAINTENANCE CONTRACTS	42,200	42,200	-
2.6400.015.332.	TRAVEL-TECHNOLOGY TECHNICIAN	5,000	10,000	5,000
2.6400.015.332.	TRAVEL-TECHNOLOGY DIRECTOR	-	-	-
2.6400.015.462.	COMPUTER EQUIPMENT	10,000	-	(10,000)
2.6400.015.411.	SUPPLIES AND MATERIALS	790	3,000	2,210
2.6400.015.418.	COMPUTER SOFTWARE/LICENSES	121,000	105,000	(16,000)

HERTFORD COUNTY BOARD OF EDUCATION  
**PROPOSED BUDGET - LOCAL CURRENT EXPENSE FUND**  
 FOR THE FISCAL YEAR ENDING JUNE 30, 2021

		2019-2020 Budget	2020-2021 Budget	Increase (Decrease)
2.6950.015.418.	BLACKBOARD	7,000	7,000	-
*** PRC 015	TECHNOLOGY DEPARTMENT			

2.6540.019.165	SUBSTITUTE	31,200	31,200	-
2.6540.019.211.	EMPLOYER'S SOCIAL SECURITY	2,387	2,387	-
2.6540.019.221	EMPLOYER'S RETIREMENT COST	6,146	6,689	543
2.6540.019.231	EMPLOYER'S HOSP INST COST	6,306	6,647	341
2.6580.019.175	SALARY-MAINTENANCE	-	-	-
2.6580.019.211	EMPLOYER'S SOCIAL SECURITY	-	-	-
2.6580.019.221	EMPLOYER'S RETIREMENT COST	-	-	-
2.6580.019.231	EMPLOYER'S HOSP INST COST	-	-	-
2.6610.019.211	EMPLOYER'S SOCIAL SECURITY	-	-	-
2.6610.019.221	EMPLOYER'S RETIREMENT COST	-	-	-
*** PRC 019	SMALL COUNTY (AUXILIARY STAFF)			

2.5110.028.163.	SUBSTITUTE PAY	9,991	9,991	-
2.5110.028.196.	WORKSHOP PARTICIPANT	8,950	8,950	-
2.5110.028.211.	EMPLOYER'S SOCIAL SECURITY	1,449	1,449	-
2.5110.028.221	EMPLOYER'S RETIREMENT COST	3,731	4,061	330
2.5870.028.312.	WORKSHOP EXPENSE	2,500	2,500	-
*** PRC 028	STAFF DEVELOPMENT			

2.5210.032.311.	CONTRACTED SERVICES	54,250	54,250	-
2.5210.032.317.	CONTRACTED PSYCHOLOGICAL	15,000	15,000	-
2.5210.032.221.	ER RETIREMENT COST	-	-	-
2.5210.032.231.	ER HOSPITALIZATION COST	41,020	41,020	-
2.5210.032.411.	SUPPLIES - SPECIAL OLYMPICS	1,000	1,000	-
*** PURPOSE 5210	CHILDREN WITH DISABILITIES			
2.5240.032.187.	SALARY DIFFERENTIAL	10,472	10,472	-
2.5240.032.211.	ER SS COST - REGULAR	801	801	-
2.5240.032.221.	ER RETIRE COST - REGULAR	2,063	2,245	182
*** PURPOSE 5240	SPEECH AND LANGUAGE PATHOLO			
2.6200.032.332.	TRAVEL-EC	1,000	1,000	-
*** PURPOSE 6200	SPECIAL POPULATION SUPPORT			
*** PRC 032	CHILDREN/SPECIAL NEEDS			

2.5850.069.149.	SALARY - SRO	13,111	13,111	-
2.5850.069.149.	EMPLOYER'S SOCIAL SECURITY	1,003	1,003	-
2.5850.069.149.	EMPLOYER'S RETIREMENT COSTS	2,582	2,811	229
2.5850.069.149.	EMPLOYER'S HOSP. INS COST	6,306	6,647	341

HERTFORD COUNTY BOARD OF EDUCATION  
**PROPOSED BUDGET - LOCAL CURRENT EXPENSE FUND**  
 FOR THE FISCAL YEAR ENDING JUNE 30, 2021

		2019-2020 Budget	2020-2021 Budget	Increase (Decrease)
*** PRC	069 AT-RISK STUDENT SERVICES			
2.7200.035.332	TRAVEL - DIRECTOR	1,000	1,000	-
*** PRC	035 NUTRITION SERVICES			
2.8100.036.717.	TRANSFER TO CHARTER SCHOOL	80,000	80,000	-
*** PRC	036 TRANSFER TO CHARTER SCHOOLS			
2.6550.056.311.	CONTRACTED SERVICES-UNIFORMS	12,940	12,940	-
2.6550.056.312	WORKSHOPS	8,500	8,500	-
2.6550.056.319	OTHER PROFESSIONAL SERVICES	11,500	11,500	-
2.6550.056.321	ELECTRICITY	4,500	4,500	-
2.6550.056.323	WATER & SEWER	360	360	-
2.6550.056.326	CONTRACTED REPAIRS - EQUIPMENT	48,600	48,600	-
2.6550.056.331	STUDENT TRANSPORTATION	500	500	-
2.6550.056.332	TRAVEL - TRANSPORTATION STAFF	1,000	1,000	-
2.6550.056.341	TELEPHONE	17,000	17,000	-
2.6550.056.411	SUPPLIES & MATERIALS	13,600	13,600	-
2.6550.056.418.	SYNOVIA GPS/TIMEKEEPER	50,000	50,000	-
2.6550.056.422.	VEH.REP.PRTS GREASE ANTFZ	78,500	78,500	-
2.6550.056.423.	GAS	174,000	174,000	-
2.6550.056.424	OIL	4,000	4,000	-
2.6550.056.425.	TIRES AND TUBES	30,000	30,000	-
2.6550.056.461	EQUIPMENT	3,000	3,000	-
*** PRC	056 TRANSPORTATION SERVICES			
2.5110.061.411.	SUPPLIES/COPIERS COSTS	99,975	99,975	-
*** PRC	061 MATERIALS & SUPPLIES			
2.5310.069.332.	TRAVEL - HOMEBOUND	7,500	7,500	-
2.5850.069.311.	CONTRACTED SECURITY SERVICE	150,000	150,000	-
2.5850.069.411.	SUPPLIES AND MATERIALS - SECURITY	7,000	7,000	-
*** PRC	069 AT-RISK STUDENT SERVICES			
2.5110.301.187.	DIFFERENTIAL PAY	10,152	10,152	-
2.5110.301.211.	EMPLOYER'S SS COST	777	777	-
2.5110.301.221.	EMPLOYER'S RET COST	2,000	2,177	177
*** PRC	301 JROTC			

HERTFORD COUNTY BOARD OF EDUCATION  
**PROPOSED BUDGET - LOCAL CURRENT EXPENSE FUND**  
 FOR THE FISCAL YEAR ENDING JUNE 30, 2021

		2019-2020 Budget	2020-2021 Budget	Increase (Decrease)
2.6910.891.319.	OTHER PROFESSIONAL SERVICES	9,500	9,500	-
2.6910.891.332.	BOARD TRAVEL	37,000	37,000	-
2.6910.891.361.	DUES	55,000	55,000	-
2.6910.891.411.	BOARD SUPPLIES AND MATERIAL	3,300	3,300	-
2.6910.891.418.	COMPUTER SOFTWARE	3,000	3,000	-
*** PRC 891	BOARD OF EDUCATION			

2.6920.892.311.	CONTRACTED LEGAL SERVICES	100,000	100,000	-
*** PRC 892	LEGAL SERVICES			

2.6930.893.311.	AUDIT FEES	22,000	23,300	1,300
*** PRC 893	AUDIT SERVICES			

2.6950.895.332.	TRAVEL-PUBLIC INFORMATION	6,000	6,000	-
2.6950.895.411.	SUPPLIES - PUBLIC RELATIONS	7,100	7,100	-
2.6950.895.459.	OTHER FOOD-PRINCIPAL OF THE YEAR	500	500	-
*** PRC 895	PUBLIC INFORMATION DEPARTMENT			

<b>TOTAL EXPENDITURES</b>	<b>\$</b>	<b>5,871,000</b>	<b>\$</b>	<b>6,013,000</b>	<b>\$</b>	<b>142,000</b>
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**REVENUES:**

2.4110.000.000	COUNTY APPROPRIATION	4,290,818	4,432,818	142,000
2.4410.000.000	FINES AND FORFEITURES	51,000	51,000	-
2.4450.000.000	INTEREST EARNED ON INVESTMENTS	2,182	2,182	-
2.4910.000.000	FUND BALANCE APPROPRIATION	1,527,000	1,527,000	-

<b>TOTAL REVENUES</b>	<b>\$</b>	<b>5,871,000</b>	<b>\$</b>	<b>6,013,000</b>	<b>\$</b>	<b>142,000</b>
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HERTFORD COUNTY BOARD OF EDUCATION  
**PROPOSED BUDGET - LOCAL CURRENT EXPENSE FUND**  
 FOR THE FISCAL YEAR ENDING JUNE 30, 2021

		2019-2020 Budget	2020-2021 Budget	Increase (Decrease)
2.6510.851.327.	RENTAL	7,100	7,100	-
2.6510.851.341.	TELEPHONE	66,000	66,000	-
2.6510.851.343.	INTERNET	50,000	50,000	-
*** PRC	851 COMMUNICATIONS FEES			

2.6540.854.311.	CONTRACTED SERVICES	86,000	86,000	-
2.6540.854.411.	CUSTODIAL SUPPLIES	16,000	16,000	-
*** PRC	854 CUSTODIAL SUPPLIES			

2.6580.858.311.	CONTRACTED SERVICES	79,550	79,550	-
2.6580.858.319.	SERVICES-HERTFORD POINTE	38,500	38,500	-
2.6580.858.324.	WASTE MANAGEMENT	90,000	90,000	-
2.6580.858.332.	TRAVEL-MAINTENANCE	1,000	1,000	-
2.6580.858.411.	SUPPLIES & MATERIALS	5,000	5,000	-
2.6580.858.422.	REPAIR PARTS	140,000	140,000	-
2.6580.858.423.	GAS-MAINTENANCE	19,450	19,450	-
*** PRC	858 MAINTENANCE DEPARTMENT			

2.6610.861.232.	WORKERS COMPENSATION INSURA	50,000	50,000	-
2.6610.861.312.	WORKSHOP EXPENSE	1,000	1,000	-
2.6610.861.326.	MAINTENANCE AGREEMENTS	4,600	4,600	-
2.6610.861.332.	TRAVEL-FINANCE DEPT	3,000	3,000	-
2.6610.861.371.	LIABILITY INSURANCE	12,400	12,400	-
2.6610.861.372.	VEHICLE LIABILITY INSURANCE	20,000	20,000	-
2.6610.861.373.	PROPERTY INSURANCE	84,500	84,500	-
2.6610.861.375.	FIDELITY BOND PREMIUM	1,500	1,500	-
2.6610.861.379.	OTHER INSURANCE	12,500	12,500	-
2.6610.861.411.	SUPPLIES & MATERIALS	5,000	5,000	-
2.6610.861.418.	SOFTWARE LICENSES	50,000	50,000	-
2.6610.861.418.	COMPUTER SUPPLIES	4,000	4,000	-
*** PRC	861 FINANCE DEPARTMENT			

2.6620.862.311.	CONTRACTED SERVICES	13,600	13,600	-
2.6620.862.332.	TRAVEL-HR	3,500	3,500	-
2.6620.862.411.	SUPPLIES	14,000	14,000	-
2.6620.862.418.	HRMS SUBSCRIPTION FEES	9,000	9,000	-
2.6620.862.459.	OTHER FOOD PURCHASES	3,200	3,200	-
*** PRC	862 HUMAN RESOURCES DEPARTMENT			

HERTFORD COUNTY BOARD OF EDUCATION  
**PROPOSED BUDGET - LOCAL CURRENT EXPENSE FUND**  
 FOR THE FISCAL YEAR ENDING JUNE 30, 2021

		2019-2020 Budget	2020-2021 Budget	Increase (Decrease)
*** PRC	803 SUPPLEMENTS - SCHOOL ADMINISTRATORS			
2.5110.805.332.	TRAVEL-INSTRUCTIONAL STAFF	3,000	3,000	-
2.5110.805.411	SUPPLIES	41,491	41,491	
2.5112.805.326.	CONTR R & M - EQUIPMENT	1,300	1,300	-
2.5113.805.411.	SUPPLIES-ATHLETICS	20,700	20,700	-
2.5210.805.332.	TRAVEL REIMBURSEMENT	1,000	1,000	-
2.5400.805.326.	ALLOTTED CONTRACTED REPAIRS	9,000	9,000	-
2.5400.805.332.	ADMINISTRATIVE TRAVEL	22,850	22,850	-
2.5400.805.342.	POSTAGE	8,896	8,896	-
2.5400.805.411.	SUPPLIES	19,300	19,300	-
2.6580.805.422.	LANDSCAPING MATERIAL/LABOR	4,330	4,330	-
*** PRC	805 SCHOOL ALLOCATIONS			
2.6530.808.321.	PUBLIC UTILITIES-ELECTRIC S	801,600	801,600	-
2.6530.808.323.	PUBLIC UTILITIES-WATER & SE	84,900	86,600	1,700
2.6530.808.421.	FUEL FOR FACILITIES	180,300	180,300	-
*** PRC	808 FACILITIES UTILITIES/FUEL			
2.6110.811.314.	PRINTING AND BINDING	6,700	6,700	-
2.6110.811.332.	TRAVEL	16,100	16,100	-
2.6110.811.411.	SUPPLIES AND MATERIALS	10,000	10,000	-
*** PRC	811 ACADEMIC SERVICES			
2.6940.840.313.	ADVERTISING	5,000	5,000	-
2.6940.840.314.	PRINTING & BINDING	4,900	4,900	-
2.6940.840.332.	TRAVEL	2,000	2,000	-
2.6940.840.342.	POSTAGE	7,000	7,000	-
2.6940.840.362.	BANK SERVICE FEES	6,000	6,000	-
2.6940.840.411.	SUPPLIES & MATERIALS	32,400	32,400	-
*** PURPOSE	6940 LEADERSHIP SERVICES			
*** PRC	840 CENTRAL OFFICE			
2.6941.841.299.	OTHER BENEFITS	3,250	3,250	-
2.6941.841.332.	TRAVEL-SUPERINTENDENT	14,000	14,000	-
2.6941.841.361.	DUES	2,000	2,000	-
2.6941.841.411.	SUPPLIES & MATERIALS	7,000	7,000	-
*** PRC	841 SUPERINTENDENT			

HERTFORD COUNTY BOARD OF EDUCATION  
**PROPOSED BUDGET - LOCAL CURRENT EXPENSE FUND**  
 FOR THE FISCAL YEAR ENDING JUNE 30, 2021

		2019-2020 Budget	2020-2021 Budget	Increase (Decrease)
2.5xxx.332.3xx.	WORKSHOP/TRAVEL EXPENSE	12,200	12,200	-
2.6xxx.332.3xx.	OTHER PROFESSIONAL SERVICES	4,300	4,300	-
*** PRC 332	TRAVEL - LOCAL PORTION			

2.6550.706.231	ER HOSPITALIZATION COST	83,339	92,903	9,564
2.6550.706.319	OTHER PROFESSIONAL SERVICES	2,500	2,500	-
2.6550.706.326	CONTRACTED REPAIRS-EQUIPMENT	18,550	18,550	-
2.6550.706.332	TRAVEL - TRANSPORTATION STAFF	5,500	5,500	-
2.6550.706.379	TORT INSURANCE	7,000	7,000	-
2.6550.706.418.	SYNOVIA GPS/TIMEKEEPER	3,300	3,300	-
2.6550.706.422	REPAIR PARTS	20,000	20,000	-
2.6550.706.423.	GAS/DIESEL	34,550	34,550	-
2.6550.706.425	TIRES & TUBES	3,000	3,000	-
2.6550.706.459	OTHER FOOD PURCHASES	200	200	-
*** PRC 706	LOCAL TRANSPORTATION COSTS			

2.5xxx.800.199.	OVERTIME PAY	9,650	9,650	-
2.5xxx.800.211.	ER SOCIAL SECURITY COST	738	738	-
2.5xxx.800.221.	ER RETIREMENT COST	1,901	2,069	168
2.6xxx.800.199.	OVERTIME PAY	28,870	28,870	-
2.6xxx.800.211.	ER SOCIAL SECURITY COST	2,209	2,209	-
2.6xxx.800.221.	ER RETIREMENT COST	5,687	6,190	503
*** PRC 800	OVERTIME			

2.5xxx.802.181.	EMPLOYEE RETENTION SUPPLEME	388,100	388,100	-
2.5xxx.802.211.	ER SOCIAL SECURITY COST	29,690	29,690	-
2.5xxx.802.221.	ER RETIREMENT COST	76,456	83,209	6,753
2.6xxx.802.181.	SUPPLEMENT	48,804	48,804	-
2.6xxx.802.211.	EMPLOYER'S SOCIAL SECURITY	3,734	3,734	-
2.6xxx.802.221.	EMPLOYER'S RETIREMENT COST	9,614	10,464	850
2.7200.802.181.	SUPPLEMENT	1,802	1,802	-
2.7200.802.211.	EMPLOYER'S SS COST	138	138	-
2.7200.802.221.	EMPLOYER'S RET COST	355	386	31
*** PRC 802	SUPPLEMENTS			

2.54xx.803.181	EMPLOYEE RETENTION SUPPLEME	30,400	30,400	-
2.54xx.803.211	ER SOCIAL SECURITY COST	2,326	2,326	-
2.54xx.803.221	ER RETIREMENT COST	5,989	6,518	529

HERTFORD COUNTY BOARD OF EDUCATION  
**PROPOSED BUDGET - LOCAL CURRENT EXPENSE FUND**  
 FOR THE FISCAL YEAR ENDING JUNE 30, 2021

<u>2019-2020</u> <u>Budget</u>	<u>2020-2021</u> <u>Budget</u>	<u>Increase</u> <u>(Decrease)</u>
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**REQUESTED INCREASE IN APPROPRIATION FOR 2020-2021:**

Personnel costs - increase in salaries and benefit costs	\$ 51,133
Increase in utilities and audit fees	\$ 3,000
(2) Teacher positions due to State reduction of 4 teacher positions	\$ 103,657
Decrease in technology expenditures	\$ (15,790)
<b>Total</b>	<b><u>\$ 142,000</u></b>

**ESTIMATED FUND BALANCE:**

Fund Balance at July 1, 2019	\$ 2,660,261
Less Estimated Fund Balance Used in 2019-20	<u>(927,000)</u>
<b>Estimated Fund Balance at June 30, 2020</b>	<b><u>\$ 1,733,261</u></b>

**Proposed Budget -  
Capital Outlay Fund**

HERTFORD COUNTY BOARD OF EDUCATION  
PROPOSED BUDGET - CAPITAL OUTLAY FUND  
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

**EXPENDITURES:**

				<b>RESTRICTED SALES TAX DISTRIBUTION:</b>		
4	9000	991	529	RESTROOM RENOVATIONS	\$ 140,000	
4	9000	991	529	HVAC REPLACEMENTS - OTHER	100,000	
4	9000	991	529	PAINTING	100,000	
4	9000	991	529	BUILDINGS & GROUNDS	85,000	
4	9000	991	529	PARKING LOT IMPROVEMENTS	125,000	
4	6940	991	461	FURNITURE & DESKS	30,000	
4	6400	991	542	PHONE SYSTEM REPLACEMENTS	37,000	
4	6400	991	542	PRIMARY DOMAIN CONTROLLER	41,000	
4	6400	991	542	WIRELESS CONTROLLER/ACCESS POINTS	50,000	
4	6400	991	542	INTERACTIVE PANELS	32,000	
4	5110	991	462	CHROMEBOOKS/CARTS	50,000	
4	5110	991	462	CHROMEBOOKS - 9TH GRADERS	83,000	873,000
				<b>STATE ALLOCATIONS - RESTRICTED</b>		
4	8300	120	381	LEASE PAYMENT FOR SCHOOL BUSES		350,000
<b>TOTAL EXPENDITURES</b>					<b>\$ 1,223,000</b>	

**REVENUES:**

4	3400	120	000	STATE ALLOCATIONS - RESTRICTED	\$ 350,000
4	4812	000	000	RESTRICTED SALES TAX DISTRIBUTION	873,000
<b>TOTAL REVENUES</b>					<b>\$ 1,223,000</b>

HERTFORD COUNTY BOARD OF EDUCATION  
PROPOSED BUDGET - CAPITAL OUTLAY FUND  
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

**ESTIMATED FUND BALANCE:**

ESTIMATED FUND BALANCE AT JULY 1, 2019	\$ 882,763
LESS FUND BALANCE APPROPRIATED	<u>-</u>
 ESTIMATED FUND BALANCE AT JUNE 30, 2020	 <u>\$ 882,763</u>



**Proposed Budget -  
Other Funds**

Hertford County Public Schools  
**Proposed Budget - State Public School Fund**  
For the Fiscal Year Ending June 30, 2021

		Initial Allotments 2019-2020		Proposed Budget 2020-2021		Increase/ (Decrease)
<b>ALLOTTED ADM</b>		<b>2,731</b>		<b>2,646</b>		<b>(85)</b>
<b>REVENUES:</b>						
<b>POSITION ALLOTMENTS</b>						
Classroom Teachers - Positions	128.00	\$ 8,949,056	124.00	\$ 8,745,456	(4.00)	\$ (203,600)
School Building Administration - MOE	112.00	912,380	111.00	902,880	(1.00)	(9,500)
Instructional Support - Positions	13.00	1,035,723	12.00	978,477	(1.00)	(57,246)
Career and Technical Edu - MOE	169.00	1,076,699	169.00	1,076,699	-	-
<b>DOLLAR AND CATEGORICAL ALLOTMENTS</b>						
Central Office Administration		598,091		598,091		-
Non-Instructional Support		734,465		706,959		(27,506)
Teacher Assistants		695,041		644,742		(50,299)
Classroom Materials		83,815		80,650		(3,165)
Career and Technical Edu - Program Support		46,416		45,970		(446)
Small County Supplemental		1,498,000		1,498,000		-
Disadvantaged Student Supplemental Funding		883,500		883,500		-
Behavioral Support - estimated		85,000		85,000		-
Low Wealth Supplemental		1,401,218		1,401,218		-
Children with Special Needs		1,700,414		1,700,414		-
Academically Gifted		147,366		141,310		(6,056)
School Resource Officers - estimated		30,800		30,800		-
Limited English		66,633		66,633		-
High School Learn and Earn		275,000		275,000		-
Transportation - estimated		1,200,000		1,200,000		-
At Risk Student Services		809,900		809,900		-
Textbooks		88,360		85,070		(3,290)
Driver Training		58,528		58,528		-
School Technology		31,703		31,703		-
<b>UNALLOTTED (NCDPI COVERS ACTUAL COSTS)</b>						
Non-Contributory Employee Benefits		800,000		800,000		-
Compensation Bonus		200,000		200,000		-
<b>Total State Public School Fund Revenues</b>		<b>\$ 23,408,108</b>		<b>\$ 23,047,000</b>		<b>\$ (361,108)</b>
<b>EXPENDITURES:</b>						
Instructional Services				\$ 19,002,000		
System Wide Support Services				4,000,000		
Ancillary Services				45,000		
<b>Total State Public School Fund Expenditures</b>				<b>\$ 23,047,000</b>		

The Proposed Budget is estimated and subject to change when the General Assembly adopts a State budget.

Hertford County Public Schools  
**Proposed Budget - Federal Grants Fund**  
For the Fiscal Year Ending June 30, 2021

	Budget 2019-2020		Proposed Budget 2020-2021		Increase/ (Decrease)
<b>REVENUES:</b>					
Career and Technical Education	65,063		65,063		-
IDEA Preschool	29,753		29,753		-
Title I LEA Basic Programs	1,841,589		1,841,589		-
IDEA VI-B Handicapped	936,521		936,521		-
Improving Teacher Quality	220,258		220,258		-
Title V - Abstinence Education	63,573		63,573		-
Title I School Improvement - <i>grant ended</i>	161,578		-		(161,578)
Rural and Low-Income Schools	128,452		128,452		-
Student Support	167,015		167,015		-
ESEA Title I (TSI)	40,000		-		(40,000)
IDEA VI-B Special Needs	11,546		11,546		-
IDEA Targeted Assistance	3,230		3,230		-
<b>Total Federal Grants Fund Revenues</b>	<b>\$ 3,668,578</b>		<b>\$ 3,467,000</b>		<b>\$ (201,578)</b>
<b>EXPENDITURES:</b>					
Instructional Services			\$ 3,086,743		
System Wide Support Services			110,923		
Non-Programmed Services			269,334		
<b>Total Federal Grants Fund Expenditures</b>			<b>\$ 3,467,000</b>		

The Proposed Budget was prepared based on estimated allotments. Planning allotments have not yet been received from NCDPI for 2020-21.

Hertford County Public Schools  
**Proposed Budget - School Food Service Fund**  
For the Fiscal Year Ending June 30, 2021

	Budget 2019-2020		Proposed Budget 2020-2021		Increase/ (Decrease)
<b>REVENUES:</b>					
USDA Grants - Regular	\$ 2,154,000		\$ 2,154,000		-
USDA Grants - Summer Feeding	50,500		50,500		-
USDA Grants - Commodities Used	120,000		120,000		-
Supplemental Sales	166,000		166,000		-
Catered Lunches	1,000		1,000		-
Interest Earned on Investments	1,500		1,500		-
Other Local Operating Revenues	50,000		50,000		-
<b>Total Federal Grants Fund Revenues</b>	<b>\$ 2,543,000</b>		<b>\$ 2,543,000</b>		<b>\$ -</b>
<b>EXPENDITURES:</b>					
Ancillary Services			\$ 2,318,000		
Non-Programmed Services			225,000		
<b>Total Federal Grants Fund Expenditures</b>			<b>\$ 2,543,000</b>		

Hertford County Public Schools  
**Proposed Budget - Other Local Current Expense Fund**  
For the Fiscal Year Ending June 30, 2021

	Budget 2019-2020		Proposed Budget 2020-2021		Increase/ (Decrease)
<b>REVENUES:</b>					
NC Pre-K	808,257		808,257		-
Smart Start	48,001		48,001		-
Nucor Teacher Support	28,250		28,250		-
School Nurse	50,000		50,000		-
Local Government Sales Tax	20,000		20,000		-
ROTC	56,000		56,000		-
Medicaid Administrative Outreach	30,000		30,000		-
Medicaid Direct Services Reimbursement	1,000		1,000		-
Northeast LEP Consortium	6,435		6,435		-
Golden Leaf - HCMS - carryover to FY21	203,000		101,500		(101,500)
Tuition and Fees	5,000		5,000		-
Rental of School Property	1,000		1,000		-
Interest Earned on Investments	2,000		2,000		-
Other Local Operating Revenues	5,800		5,800		-
Reimbursement for Use of Buses	30,000		30,000		-
Indirect Cost Allocated	180,757		180,757		-
Fund Balance Appropriated	573,000		741,000		168,000
<b>Total Other Local Current Expense Revenues</b>	<b>\$ 2,048,500</b>		<b>\$ 2,115,000</b>		<b>\$ 66,500</b>
<b>EXPENDITURES:</b>					
Instructional Services			\$ 1,786,799		
System Wide Support Services			162,801		
Non-Programmed Services			165,400		
<b>Total Other Local Current Expense Expenditures</b>			<b>\$ 2,115,000</b>		

**Increase in Fund Balance Appropriated:**

Opportunity Culture (OC) budget planning			
Reduction of 6 teacher positions	\$ (305,400)		
Reduction of 3 teacher assistant positions	(99,600)		
OC stipends and TA position	164,300	\$ (240,700)	
Positions transferred due to State budget reductions			
Teachers - (2 of 4 State teacher reductions)	101,800		
Certified Instructional Support - (1)	57,200		
Teacher Assistants - (2)	66,400		
Benefits previously paid from State dollar allotments	128,400	\$ 353,800	
Salary/Benefit Increases		\$ 54,900	
<b>Total</b>		<b>\$ 168,000</b>	

## Historical Data

HERTFORD COUNTY PUBLIC SCHOOLS  
HISTORICAL DATA  
STAFF POSITIONS PER ORIGINAL BUDGETS

	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
<b>Allotted ADM</b>	<b>3,148</b>	<b>3,047</b>	<b>3,043</b>	<b>3,092</b>	<b>3,008</b>	<b>2,942</b>	<b>2,885</b>	<b>2,812</b>	<b>2,731</b>	<b>2,646</b>
<b>Regular Instructional</b>										
Teachers-Core/Classrm	140.00	141.00	141.00	129.00	129.00	129.00	125.50	125.50	122.50	116.50
Teachers-Cultural Arts	12.00	12.00	11.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00
Teachers-Health/PE	9.00	10.00	10.00	9.00	8.00	8.00	9.00	9.00	9.00	9.00
Teachers-Reading	5.00	5.00	3.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Teachers-Foreign Lang	3.00	3.00	3.00	3.50	3.50	4.00	3.00	4.00	3.00	3.00
L/T Sub - Foreign Lang	-	-	-	-	1.00	-	-	-	-	-
Teacher-Current Affairs	-	-	-	-	-	-	-	-	-	-
Teachers-Vocational	16.00	16.00	18.00	17.00	17.00	17.00	18.00	18.00	18.00	18.00
Teachers-JROTC	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Teacher Assistants	60.00	58.00	50.00	45.00	44.00	43.00	42.00	39.00	37.00	35.00
<b>Pre-K</b>										
Teachers	9.00	9.00	9.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00
Teacher Assistants	9.00	9.00	9.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00
<b>AIG Teachers/Coordinators</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>
<b>ESL Teachers</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
<b>Special Needs</b>										
Teachers	29.00	30.00	28.00	26.00	26.00	27.00	27.00	27.00	27.00	27.00
Teacher Assistants	22.00	23.00	23.00	24.00	22.00	20.00	21.00	21.00	22.00	22.00
Speech	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Psychologist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Behavioral Specialist	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Social Worker	1.00	-	-	-	-	-	-	-	-	-
Pre-K Coordinator	-	-	-	-	1.00	1.00	1.00	1.00	1.00	1.00
<b>Alternative Program</b>										
Teacher	-	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant	-	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
<b>Instructional Support</b>										
Media	5.00	5.00	5.00	5.00	5.00	5.00	5.50	5.50	5.50	5.50
Counselors	11.00	11.00	11.00	11.00	11.00	10.00	10.00	10.00	10.00	10.00
Nurses	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Social Worker	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Instructional Specialist	2.00	-	1.00	1.00	3.00	5.00	5.00	5.00	1.00	1.00
Teacher-Technology	1.00	1.00	-	-	-	-	-	-	-	-
College Liaison	-	-	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00



**HERTFORD COUNTY PUBLIC SCHOOLS  
HISTORICAL DATA  
STAFF POSITIONS PER ORIGINAL BUDGETS**

	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21
<b>Noninstructional Support</b>										
Clerical	27.00	27.00	24.50	24.50	23.50	23.50	23.50	23.50	23.50	23.50
NC Wise Coordinator	-	-	1.00	1.00	-	-	-	-	-	-
Custodians	27.38	24.38	24.50	24.50	24.50	24.50	25.50	24.50	24.75	24.75
Custodian - L/T Substitute	-	-	-	-	-	-	-	-	1.00	1.00
Resource Officers	4.00	4.00	3.00	2.00	4.00	4.00	4.00	4.00	4.00	4.00
Technology Technicians	4.00	4.00	4.00	2.00	4.00	4.00	4.00	4.00	4.00	4.00
Accounting Technicians	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.00	2.00	2.00
Assistant Finance Officer	-	-	-	-	-	-	-	1.00	1.00	1.00
Personnel Officer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Technicians	7.00	8.00	9.00	9.00	8.00	8.00	8.00	8.00	7.00	7.00
Transportation-Mechanics	5.00	5.00	4.00	4.00	5.00	5.00	5.00	5.00	5.00	5.00
Transportation-Clerical	1.00	1.00	2.00	2.00	2.00	2.00	2.00	2.00	1.00	1.00
Cafeteria Managers	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Cafeteria Workers	28.50	30.00	30.00	29.00	29.00	29.00	29.00	26.00	26.00	26.00
Bus Drivers	75.00	75.00	75.00	75.00	75.00	75.00	75.00	55.00	55.00	55.00
<b>Homebound Teachers</b>	2.00	2.00	2.00	Add'l Employ	Add'l Employ	Add'l Employ	Add'l Employ	Add'l Employ	Add'l Employ	Add'l Employ
<b>School Administrators</b>										
Principals	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00
Assistant Principals	7.00	7.00	7.00	8.00	7.00	7.00	8.00	8.00	8.00	8.00
<b>Central Office Administrators</b>										
Superintendent	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Asst Superintendents	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Executive Directors	2.00	2.00	2.00	2.00	2.00	2.00	2.00	3.00	3.00	3.00
Directors-Academic	6.00	7.00	5.00	4.00	3.00	3.00	3.00	2.00	2.00	2.00
Coordinator-Academic	-	-	-	-	1.00	1.00	1.00	1.00	1.00	1.00
Coordinator-CTE	1.00	-	-	-	-	-	-	-	-	-
Coordinator-Student Services	-	-	-	-	-	1.00	1.00	1.00	1.00	1.00
Math Coach	-	-	-	-	-	1.00	1.00	1.00	1.00	1.00
Public Information Officer	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Director-Child Nutrition	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Technology Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Director - Auxiliary Services	-	-	-	-	-	-	-	-	-	-
Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Transportation Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Community Officer	1.00	1.00	-	-	-	-	-	-	-	-
	567.88	568.38	555.00	526.50	527.50	528.00	528.00	502.00	492.25	484.25

**HERTFORD COUNTY PUBLIC SCHOOLS  
HISTORICAL DATA  
EMPLOYER BENEFITS COSTS**

<u>Year Ending</u>	<u>Social Security Rate</u>	<u>Retirement Rate</u>	<u>Health Insurance Cost</u>
June 30, 2005	7.65%	5.815%	\$ 3,432
June 30, 2006	7.65%	6.820%	\$ 3,748
June 30, 2007	7.65%	7.140%	\$ 3,854
June 30, 2008	7.65%	7.830%	\$ 4,097
June 30, 2009	7.65%	8.140%	\$ 4,157
June 30, 2010	7.65%	8.750%	\$ 4,527
June 30, 2011	7.65%	10.510%	\$ 4,929
June 30, 2012	7.65%	13.120%	\$ 4,931
June 30, 2013	7.65%	14.230%	\$ 5,192
June 30, 2014	7.65%	14.690%	\$ 5,285
June 30, 2015	7.65%	15.210%	\$ 5,378
June 30, 2016	7.65%	15.320%	\$ 5,471
June 30, 2017	7.65%	16.330%	\$ 5,659
June 30, 2018	7.65%	17.130%	\$ 5,869
June 30, 2019	7.65%	18.860%	\$ 6,104
June 30, 2020	7.65%	19.700%	\$ 6,306
Estimated June 30, 2021	7.65%	21.440%	\$ 6,647

(1) Retirement rate July 1 through December 31, 2016 = 16.12%;  
January 1 through June 30, 2017 = 16.54%; avg = 16.33%

**HERTFORD COUNTY PUBLIC SCHOOLS  
HISTORICAL DATA  
FUND BALANCES**

**Local Current Expense Fund**

Year Ending	Increase (Decrease)	Fund Balance at June 30	% Change Per Year
June 30, 2005		\$ 1,087,769	
June 30, 2006	\$ 16,133	1,103,902	1.48%
June 30, 2007	408,699	1,512,601	37.02%
June 30, 2008	333,989	1,846,590	22.08%
June 30, 2009	282,438	2,129,028	15.30%
June 30, 2010	442,876	2,571,904	20.80%
June 30, 2011	294,818	2,866,722	11.46%
June 30, 2012	472,817	3,339,539	16.49%
June 30, 2013	(425,251)	2,914,288	-12.73%
June 30, 2014	(1,231,960)	1,682,328	-42.27%
June 30, 2015	542,197	2,224,525	32.23%
June 30, 2016	345,200	2,569,725	15.52%
June 30, 2017	\$ 227,333	\$ 2,797,058	13.51%
June 30, 2018	\$ 76,522	\$ 2,873,580	2.74%
June 30, 2019	\$ (213,319)	\$ 2,660,261	-7.42%

**Capital Outlay Fund**

Year Ending	Increase (Decrease)	Fund Balance at June 30	% Change Per Year
June 30, 2005		\$ 932,683	
June 30, 2006	\$ 54,416	987,099	5.83%
June 30, 2007	144,919	1,132,018	14.68%
June 30, 2008	113,444	1,245,462	10.02%
June 30, 2009	340,782	1,586,244	27.36%
June 30, 2010	60,696	1,646,940	3.83%
June 30, 2011	537,471	2,184,411	32.63%
June 30, 2012	499,125	2,683,536	22.85%
June 30, 2013	(158,429)	2,525,107	-5.90%
June 30, 2014	(743,086)	1,782,021	-29.43%
June 30, 2015	(942,063)	839,958	-52.86%
June 30, 2016	-	839,958	0.00%
June 30, 2017	\$ 14,653	\$ 854,611	0.82%
June 30, 2018	\$ 7,500	\$ 862,111	0.88%
June 30, 2019	\$ 20,652	\$ 882,763	2.40%

**HERTFORD COUNTY PUBLIC SCHOOLS  
HISTORICAL DATA  
PUBLIC SCHOOL BUILDING CAPITAL FUND**

**Lottery Fund**

<u>Year Ending</u>	<u>Lottery Revenue</u>	<u>Interest Earned</u>	<u>Project Allocation</u>	<u>Unallocated Balance</u>
June 30, 2005	\$ -	\$ -	\$ -	\$ -
June 30, 2006	-	-	-	-
June 30, 2007	324,302.00	7,201.01	-	331,503.01
June 30, 2008	387,328.00	28,746.86	-	747,577.87
June 30, 2009	316,602.00	34,985.59	(976,913.45)	122,252.01
June 30, 2010	525,836.00	15,909.60	-	663,997.61
June 30, 2011	255,458.00	8,213.82	(4,412.25)	923,257.18
June 30, 2012	196,683.00	7,850.83	-	1,127,591.01
June 30, 2013	205,750.00	5,264.01	-	1,338,605.02
June 30, 2014	210,605.00	6,767.79	-	1,555,977.81
June 30, 2015	220,189.00	8,229.27	-	1,784,396.08
June 30, 2016	\$ 202,768.00	\$ 13,877.20	\$ -	\$ 2,001,041.28
June 30, 2017	\$ 222,467.00	\$ 22,526.99	\$ -	\$ 2,246,035.27
June 30, 2018	\$ 196,466.00	\$ 34,264.97	\$ -	\$ 2,476,766.24
June 30, 2019	\$ 148,249.00	\$ 54,494.43	\$ -	\$ 2,679,509.67

**ADM Fund**

<u>Year Ending</u>	<u>Tax Revenue</u>	<u>Interest Earned</u>	<u>Project Allocation</u>	<u>Unallocated Balance</u>
Balance at June 30, 2005				\$ 628,995.16
June 30, 2006	\$ 248,668.26	\$ 31,359.58	\$ -	909,023.00
June 30, 2007	262,990.78	53,159.78	-	1,225,173.56
June 30, 2008	102,307.44	53,417.27	(785,100.00)	595,798.27
June 30, 2009	109,958.59	24,528.87	(589,715.00)	140,570.73
June 30, 2010	-	4,479.18	-	145,049.91
June 30, 2011	-	2,317.32	132,418.85	279,786.08
June 30, 2012	-	2,109.38	-	281,895.46
June 30, 2013	-	1,210.26	-	283,105.72
June 30, 2014	-	1,322.86	-	284,428.58
June 30, 2015	-	641.91	(284,642.00)	428.49
June 30, 2016	\$ -	\$ 18.30	\$ -	\$ 446.79
June 30, 2017	\$ -	\$ 25.76	\$ -	\$ 472.55
June 30, 2018	\$ -	\$ 35.45	\$ -	\$ 508.00
June 30, 2019	\$ -	\$ 51.62	\$ -	\$ 559.62

**Hertford County Public Schools  
Historical Data  
County Appropriations**

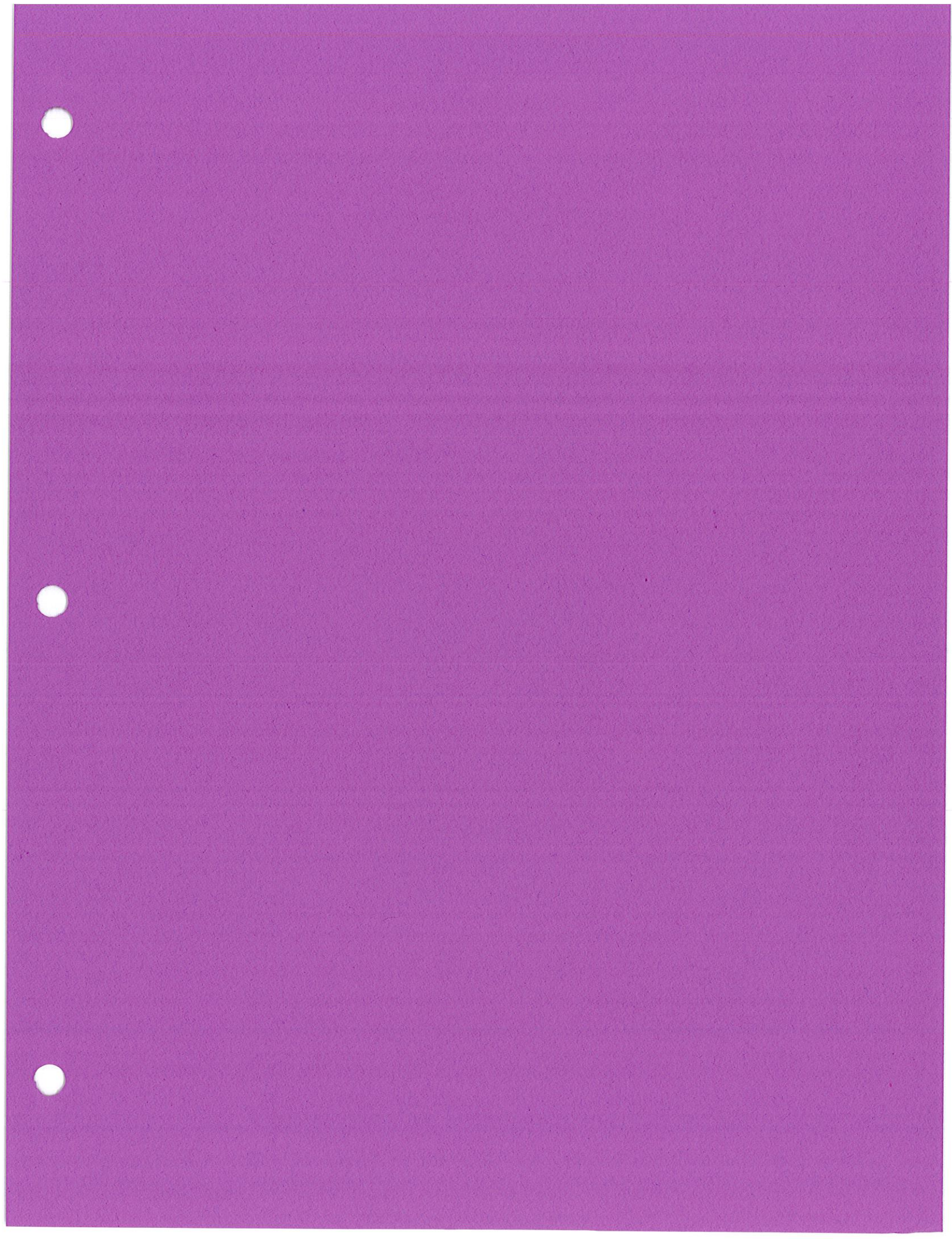
**LOCAL CURRENT EXPENSE FUND (GENERAL FUND)**

	Appropriation	Change in Appropriation	Final ADM	Change in ADM	Per Pupil Expenditure
2004-05	\$ 3,221,983		3,500		\$ 921
2005-06	\$ 3,521,983	\$ 300,000	3,469	(31)	\$ 1,015
2006-07	\$ 3,751,983	\$ 230,000	3,371	(98)	\$ 1,113
2007-08	\$ 4,051,983	\$ 300,000	3,231	(140)	\$ 1,254
2008-09	\$ 4,173,524	\$ 121,541	3,162	(69)	\$ 1,320
2009-10	\$ 4,173,524	\$ -	3,082	(80)	\$ 1,354
2010-11	\$ 4,173,524	\$ -	3,095	13	\$ 1,348
2011-12	\$ 4,273,524	\$ 100,000	3,030	(65)	\$ 1,410
2012-13	\$ 4,173,524	\$ (100,000)	3,021	(9)	\$ 1,382
2013-14	\$ 4,173,524	\$ -	3,026	5	\$ 1,379
2014-15	\$ 4,273,524	\$ 100,000	2,932	(94)	\$ 1,458
2015-16	\$ 4,273,524	\$ -	2,884	(48)	\$ 1,482
2016-17	\$ 4,398,524	\$ 125,000	2,852	(32)	\$ 1,542
2017-18	\$ 4,423,524	\$ 25,000	2,781	(71)	\$ 1,591
2018-19	\$ 4,290,818	\$ (132,706)	2,682	(99)	\$ 1,600
2019-20	\$ 4,290,818	\$ -	TBD	TBD	TBD

**CAPITAL OUTLAY**

	Restricted Sales Tax Distribution
2004-05	\$ 920,166
2005-06	\$ 972,000
2006-07	\$ 1,019,123
2007-08	\$ 1,034,000
2008-09	\$ 1,148,200
2009-10	\$ 1,544,320
2010-11	\$ 1,054,550
2011-12	\$ 842,868
2012-13	\$ 471,922
2013-14	\$ -
2014-15	\$ 195,966
2016-17	\$ 1,418,448
2017-18	\$ 1,160,095
2018-19	\$ 845,441
2019-20	TBD





Business & Finance Office  
109 Community College Road  
Ahoskie, NC 27910



252-862-1200 \* Fax 252-862-1356  
[www.roanokechowan.edu](http://www.roanokechowan.edu)

April 09, 2020

David Cotton  
Interim Hertford County Manager  
115 Justice Drive, Suite 1  
Winton, N.C. 27986

Dear Mr. Cotton:

Please find attached the Roanoke-Chowan Community College Budget Request and supporting information for the 2020-2021 fiscal year.

R-CCC faculty and staff remain committed to providing all of the necessary education and workforce-training essential to preparing a better workforce within the counties we serve. However, in order to provide these services at the highest level, it is imperative that the College receive the best possible financial support from all of the counties in our service area.

As you will see in the attached documentation, 52% of the college's student population are residents of Hertford County. We collaborate with Hertford County Schools to improve the lives of students beginning at the high school level through the Early College High School program, with 667 students enrolled as of spring 2020 with an additional 33 students expected to enroll for fall 2020. In addition, we offer college-level courses to other high school students in our services area through the Career and College Promise program. Your support would assist us in continuing our efforts to provide quality education to the high school and adult learners in our service area.

We are extremely grateful for the funding provided for the 2019-2020 budget. These funds were used to cover operational expenses including legal expenses, general liability insurance, property insurance, vehicle insurance, lawn and grounds maintenance, as well as many other operating expenses and to make needed capital improvements. We are once again requesting your continued financial support in



providing \$1,262,831.00 for operational expenses and \$465,000.00 for capital improvements for a total requested budget in the amount of \$1,727,831.00 for fiscal year 2020-2021.

Thank you for considering to this request.

Sincerely,

A handwritten signature in cursive script, appearing to read "Audre Levy", written in black ink.

Audre Levy, Interim President

# **ROANOKE – CHOWAN COMMUNITY COLLEGE**

## **Proposed Local Budget – Hertford County**

**Fiscal Year 2020-2021**

## **OVERVIEW**

### **AGENCY: ROANOKE-CHOWAN COMMUNITY COLLEGE**

#### **Brief Description of the Agency's Mission, Goals, and Programs.**

### **MISSION**

To provide relevant and affordable programs of study to prepare students for transfer and/or entry into the workforce, leading them to contribute to the vitality of an increasingly global community.

### **VISION**

Roanoke-Chowan Community College will be a world-class educational institution positively changing the lives of those served.

### **VALUES**

R-CCC employees value student success, high quality instruction and service, innovation, access, social awareness, fairness, respect, accountability, equity, and community development.

## **CURRICULUM PROGRAM OFFERINGS:**

### **College Transfer**

Associate of Arts  
Associate in Fine Arts  
Associate in General Education  
Associate in Pre-Nursing  
Associate in Science

### **Career Technical Associate in Applied Science Degrees (A.A.S.) and their related options**

Air Conditioning, Heating, & Refrigeration Technology A.A.S.  
Air Conditioning, Heating, & Refrigeration Tech. Diploma with three additional certificate levels  
Associate Degree Nursing A.A.S.  
Regionally Increasing Baccalaureate Nurses (RIBN) Program Agreement with East Carolina University  
Business Administration A.A.S.  
Accounting Certificate  
Computer Information Technology A.A.S. with four additional certificate levels  
Cosmetology Diploma  
Criminal Justice Technology A.A.S. with two additional certificate levels  
Early Childhood Education A.A.S.  
Emergency Medical Science A.A.S. with one additional certificate level  
Human Services Technology A.A.S. with one additional certificate level  
Human Services Technology - Mental Health Concentration A.A.S.  
Human Services Technology – Mental Health Diploma with one additional certificate level  
Industrial Systems Technology A.A.S.  
Industrial Systems Technology Diploma with three additional certificate levels  
Medical Office Administration A.A.S.  
Medical Office Administration Diploma with one additional levels

Office Administration A.A.S.  
Office Administration Diploma with one additional certificate level  
Web Technologies A.A.S. with one additional certificate level  
Welding Technology Diploma with two additional levels

**Career and College Promise Programs:**

(High school students may enroll only in these program pathways)

**Associate Degree: College Transfer Pathways:**

Associate in Arts

Associate in Science

**Diploma Programs:**

Cosmetology Diploma

Early Childhood Education Diploma

Industrial Systems Technology Diploma

Welding Technology Diploma

**Certificate Programs:**

A/C, Heating, & Refrigeration Tech - Heat Pump Certificate

A/C, Heating, & Refrigeration Tech - HVAC Certificate

Business Administration – Basics Certificate

Business Administration – Premarketing

Computer Information Technology – Basics Certificate

Computer Information Technology - Web/Security

Medical Office Administration Certificate

Office Administration Certificate

Human Services Certificate

Human Services: Mental Health Certificate

Nurse Aide Certificate

Web Technologies Multimedia Certificate

Welding Technology Certificate

**Continuing Education/Workforce Development**

For students not pursuing a degree, diploma, or certificate Roanoke-Chowan Community College offers a variety of educational options. In addition to the degree granting programs listed above, the Continuing Education and Workforce Development Division offers a wide variety of programs and courses which are designed to meet the needs and interests of area adults, business and industry, and community service organizations.

Courses provide life-long learning opportunities and are designed to help with job advancement and personal enrichment. Most of the courses offered are classified as occupational extension and community service/self-supporting and may be offered when 10-15 people express interest and an instructor is available. Individuals are trained for careers in the medical field through the allied health program, which includes Nursing Aide I and II, Phlebotomy, Medication Aide, EKG Tech, Pharmacy Tech, Dietary Management, and Medical Billing and Coding. Specific training courses and program are also offered on a routine basis and upon request from fire, law, and rescue personnel.

Other programs offered include Adult Basic Education (ABE), high school equivalency completion, English as a second language (ESL), Customized Industry Training (CIT), Small Business courses and seminars along with Human Resource Development and Career Start classes.

The Small Business Center (SBC) is designed to serve the educational and training needs of the small business community, as well as those individuals interested in starting a business. The Center offers a wide variety of courses, seminars, and workshops throughout the year. One-on-one consultative assistance is provided, as well as referrals and resource materials relating to small business occupations.

Customized Industry Training is available for job growth, productivity, enhancement and technology investment. Training classes cover topics such as, but not limited to: computer literacy, safety, leadership/supervisory training, and continuous improvement.

Industry certification have been an area that the College has focused on to aid workers staying current in their skill set at their workplaces. Industry certifications offered include: Microsoft Office Specialist certification, Welding pipe and plate certification, Nurse Aide I, Nurse Aide II, Phlebotomy, Pharmacy Tech, EKG Tech, Medication Aide, overhead crane certification, forklift certification, OSHA 10 and 30 hour, Medical Billing and Coding Specialist certification. All of these certifications are available through the Continuing Education.

#### **Program changes being considered for FY 2020-2021**

Roanoke-Chowan Community College on an annual basis analyzes curriculum programs to determine if they would be a good fit with the mission and vision of the College. Currently the College is planning to pursue the following programs:

- Advance Manufacturing Institute
- Commercial Driver License Training
- Mechatronics
- Building Construction Trades
- Commercial Cleaning

#### **Fund Balance**

The fund balance as of June 30, 2019 was \$155,836.

#### **Financial changes under consideration for the FY 2020-2021**

##### ***Project Updates***

There are changes taking place on the R-CCC campus due to the approval of the nine construction projects valued at \$6,326,517 through ConnectNC Bond funding.

- R-CCC has received state approval to combine two of the projects to ensure that adequate funding is available to complete the construction of a Fine Arts Building. As of now, the Fine Arts building construction is still under review.
- Having recently received approval to begin the first project, Campus-wide Bathroom Renovations/ADA spaces, college personnel continues to communication with the architectural

design firm to begin construction for the first project, which was recently approved by the NC State Construction Office. Hazardous materials testing was recently performed on all of the buildings on campus to identify locations of any hazards materials before the construction work begins.

- The Energy Management and Controls project is in the final stage of completion with more than ninety- five percent (95%) of the work already completed. Installation of the boilers for the Jernigan and Freeman Buildings on the campus have been completed.

We are requesting that counties in our service area pay for a prorated amount of the overall capital outlay plan for the College based on the prorated number of students served this past year. The ratio of students in the service area taking into account students is 21% from Northampton County, 52% from Hertford County, and 27% from Bertie County. The overall capital outlay is \$725,000. The detail of the capital outlay plan are detailed on page seven of this narrative.

The College is attempting to address the unmet need of the residents in our service areas through the initiatives identified above.

Due to the leadership changes during the 2019/2020 budget year, some of the capital outlay items were not completed to be reimbursed by the county.

#### Projects completed during the 2019/2020 Fiscal year.

The following Capital Outlay projects were completed during the 2019/2020 Fiscal Year.

- Generator – The network back-up generator is being purchased in April 2020.
- Chiller – The chiller for the Jernigan building was purchased in December 2019.
- Water Fountains – Water Fountains for the buildings have been purchased in April 2020.
- Pressure Wash Jernigan Building – The Jernigan building is being pressure washed in May 2020.
- Bathrooms/Auditorium in Jernigan building – The repairs begin on April 20, 2020.

#### **Provide information about needs addressed by your agency**

Roanoke-Chowan Community College provides students options to enhance their education in curriculum, continuing education, and basic skills classes while serving the three county region of Hertford, Bertie, and Northampton counties.

- It is the regional training facility for agencies in the area of public safety, which includes fire, law enforcement, and emergency services.
- R-CCC's Associate Degree in Nursing Programs, students are trained for careers in the medical field through College's allied health program, which includes Nurse Aide I and II, Phlebotomy, Medication Aide, EKG Tech, Pharmacy Tech, Dietary Management, and Medical Billing and Coding.
- Curriculum programs, Basic Skills, and workforce training at the College serve important needs for these citizens. Completion of these programs provides citizens in our service area with the

necessary education and training to improve their families' economic status and quality of life. Classes are taught on the campus and customized training occurs at job sites.

- During the current fiscal year 2019-20, the college's Customized Training Program provided industry training to local manufacturers at Alfiniti Inc., Berry Global, Metal Tech, Nucor, Roanoke Electric and Structural Coatings Hertford.
- R-CCC offers classes and assistance through the Small Business Center and the Workforce Development Center.

**Other agencies that provide similar services**

Roanoke-Chowan Community College serves the secondary and post-secondary educational needs of our students.

- The College hosts the Hertford County NC Works Center (Joblink Center) and has representation at the Center's monthly meetings.
- The College engages with counties in the service area to assist in meeting their workforce needs whenever possible.

**Plans for securing other funds and stability of that funding.**

According to State statutes, funding for plant maintenance and operations is restricted to local allocation from the counties served.

- The College frequently seeks additional funding through grants and other avenues that might help it to reduce the financial burden on the local counties.
- The College seeks facility and capital outlay funds that might be available through grants.

*It takes the support of the entire service area to educate its students.*

We are committed to ensuring that the funds are procured within the appropriate and applicable guidelines provided by the State and local authorities.

Below are the Capital Outlay projects for the 2020/2021 Fiscal year for main campus of R-CCC.

Roanoke-Chowan Community College

Capital Outlay Budget Request

July 1<sup>st</sup> 2020-June 30<sup>th</sup> 2021

Item	Description	Priority	Cost
1. Lighting	- Parking lot lighting improvements and security measures	High	\$40,000
2. Vehicles	- 1 full size 4x4 pre-owned and 3 Pre-owned mini trucks	Med	\$25,000
3. Security Items	- Two metal detector wands	High	\$1,000
4. Roofing	Jernigan building roofing Repairs	High	\$130,000
5. Windows	Replace foggy windows in Student Services	High	\$9,000
6. Repairs	Repairs to Davis Bldg. (New roof, windows, elevator, flooring, painting)	High	\$200,000
7. Campus Grounds	Beautify campus with shrubs, flowers	Medium	\$15,000
8. Relocate	Move Computers from labs to Library (Furniture, IT Engineer)	High	\$20,000
9. Remodel	Current bookstore to offices for NC Works, SBC	High	\$5,000
10. Cleaning	Pressure washing remaining buildings	High	\$10,000
Total:			\$465,000

← MAY NOT NEED  
N. C. CONNECT  
GRANT → IF NEW  
(PREPARED) BLDG  
IS NOT CONSTRUCTION

Next Year:

July 1<sup>st</sup> 2021-June 30<sup>th</sup> 2022

The above projects are scheduled to be completed during the 2020/2021 Fiscal year. However, some may be undertaken in the year 2021/2022.



**ROANOKE-CHOWAN COMMUNITY COLLEGE  
SUMMARY BUDGET REQUEST FOR 2020-2021  
COUNTIES OF HERTFORD**

	Actual Expenditures 2018-19	Projected Expenditures 2019--2020	Budgeted Expenditures 2020-2021
<b>Executive Management</b>			
President's County Supplement	\$4,393	\$68,429	\$68,429
<b>General Administration</b>			
Legal Services	\$80,732	\$100,665	\$102,678
Insurance	\$74,744	\$52,902	\$53,959
Cell Phones/Bank Services Charges /Other	\$26,749	\$8,773	\$8,948
<b>Facility Operations/Maintenance</b>			
Salaries: Full-Time Maintenance/Custodial	\$120,237	\$88,518	\$89,502
Salaries: Part-Time Maintenance/Custodial	\$88,898	\$98,110	\$98,124
Salaries: Security	\$95,489	\$114,181	\$116,463
Benefits	\$118,444	\$121,352	\$122,563
Supplies	\$44,708	\$41,571	\$42,401
Travel	\$2,653	\$4,343	\$4,430
Fuel	\$7,411	\$4,906	\$5,004
Telephone	\$23,133	\$12,329	\$12,575
Heat/Electricity	\$229,533	\$241,124	\$245,944
Water/Sewer	\$6,419	\$5,867	\$5,984
Garbage	\$26,415	\$32,264	\$32,910
General Facility & Equipment Repairs	\$81,043	\$95,468	\$97,377
Leases/Repairs-Motor Vehicles	\$14,029	\$14,391	\$14,677
Service Contract	\$93,649	\$89,163	\$90,945
Lawn Grounds	\$43,083	\$48,939	\$49,918
Equipment	\$3,946		
<b>TOTAL EXPENDITURES</b>	<b>\$1,185,708</b>	<b>\$1,243,295</b>	<b>\$1,262,831</b>

1.2% ↑ over FY19-20

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2018-19 Total Budget Allocations		Actual Expenditures YTD for FY 2018-19	Proposed Expenditures for 2019-20	Proposed Expenditures for 2020-21
Account Number	Object Description			
21_110_97_539610_60000	Employee Moving Expenses	0	0	0
21_130_97_539500_60000	Other Current Expense	0	0	0
21_610_97_539500_60000	Other Current Expense	0	0	0
21_110_97_511100_60001	President	3387	49380	49380
21_110_97_511200_60001	FT Senior Administrators	0	0	0
21_110_97_518100_60001	Social Security	236	5466	5466
21_110_97_518200_60001	Retirement	639	13565	13565
21_110_97_518300_60001	Medical Insurance	131	18	18
21_110_97_518700_60001	Longevity Payments	0	0	0
21_130_97_519000_60001	Legal Services	80732	100665	102678
21_130_97_532500_60001	Cellular Phone Services	5423	7709	7863
21_130_97_539500_60001	Other Current Expense	21326	1064	1085
21_130_97_545000_60001	Property Insurance	32473	7313	7459
21_130_97_545100_60001	Motor Vehicle Insurance	6960	4652	4745
21_130_97_545200_60001	Liability Insurance	7791	9443	9631
21_130_97_545300_60001	Other Insurance	27520	31494	32124
21_130_97_546100_60001	Memberships & Dues	0	0	0
21_610_97_539500_60001	Other Current Expense	0	0	0
		186618	230766	234013
21_610_97_514000_60002	FT Svc/Main/Skilled Crafts	31819	39333	39333
21_610_97_514010_60002	PT Svc/Main/Skilled Crafts	87673	97397	97397
21_610_97_514040_60002	30 Hr Svc/Main/Skilled Crfts	0	0	0
21_610_97_514050_60002	Supvr Svc/Main/Skilled Crfts	0	0	0
21_610_97_516030_60002	Student Salaries - Noninst	0	0	0
21_610_97_518100_60002	Social Security	16406	23114	23114
21_610_97_518200_60002	Retirement	13688	21156	21156
21_610_97_518300_60002	Medical Insurance	12352	14790	14790
21_610_97_518500_60002	Unemployment Compensation	1487	1663	1663
21_610_97_518700_60002	Longevity Payments	0	0	0
21_610_97_519030_60002	Engineering Services	0	0	0
21_610_97_519040_60002	Administrative Services	0	0	0
21_610_97_519080_60002	Custodial Services Agreements	0	0	0
21_610_97_519090_60002	Waste Removal/Recycling Svcs	7958	8117	8280
21_610_97_519130_60002	Misc Service Contracts	0	0	0
21_610_97_519200_60002	Other Contracted Services	21243	10511	10721
21_610_97_521000_60002	Custodial Supplies	6095	16854	17191
21_610_97_521400_60002	Clothing and Uniforms	8096	6290	6415
21_610_97_522000_60002	Maintenance Supplies	26120	9867	10664

2018-19 Total Budget		Actual Expenditures YTD for FY 2018: 19	Proposed Expenditures for 2019-20	Proposed Expenditures for 2020-21
<b>Allocations</b>				
21 610 97 524000 60002	Repair Supplies	2102	3348	3415
21 610 97 525000 60002	Gasoline	2960	2427	2476
21 610 97 525200 60002	Oil, Lubricants, Fluids	0	0	0
21 610 97 525300 60002	Tires and Tubes	319	325	332
21 610 97 525400 60002	Motor Veh Replacement Parts	0	0	0
21 610 97 525500 60002	Other Fuels	3905	1923	1961
21 610 97 526000 60002	Office Supplies	163	561	572
21 610 97 527000 60002	Other Supplies	1083	240	245
21 610 97 531100 60002	In-State Ground Transportation	1132	1155	1178
21 610 97 531120 60002	In-State Air Transportation	0	0	0
21 610 97 531140 60002	In-State Lodging	0	668	681
21 610 97 531150 60002	In-State Meals	17	144	147
21 610 97 531500 60002	Registration Fees	235	245	250
21 610 97 532200 60002	Telephone Service	23133	12329	12575
21 610 97 532330 60002	ISP Charges	0	0	0
21 610 97 533100 60002	Heat	20678	13328	13594
21 610 97 533200 60002	Water	6419	5867	5984
21 610 97 533300 60002	Electricity	208855	227796	232352
21 610 97 533400 60002	Garbage/Sewage Disposal	18457	24147	24630
21 610 97 535100 60002	Repairs to Equipment	1320	40812	41628
21 610 97 535200 60002	Repairs to Facilities	62415	48456	49425
21 610 97 535300 60002	Motor Vehicle Repairs	4229	14	14
21 610 97 535390 60002	Motor Vehicle Reimbursements	0	0	0
21 610 97 535400 60002	Service Contracts	41074	43247	44111
21 610 97 535410 60002	Maint. Agreement - Buildings	0	0	0
21 610 97 535430 60002	Maint. Agreement - Equipment	0	0	0
21 610 97 537000 60002	Advertising	0	0	0
21 610 97 539400 60002	Magazine/Newspaper Subscript	0	0	0
21 610 97 539500 60002	Other Current Expense	13944	2769	2824
21 610 97 541200 60002	Rental of Other Facilities	0	0	0
21 610 97 543000 60002	Lease/Rental Other Equipment	0	0	0
21 610 97 543010 60002	Lease/Rental -Motor Vehicles	9481	14052	14333
21 610 97 546100 60002	Memberships & Dues	0	0	0
21 610 97 555100 60002	Non-Capitalized Equipment	3946	0	0
21 620 97 514000 60002	PT Svc/Maint/Skilled Crafts	88418	49185	50169
21 620 97 514010 60002	PT Svc/Maint/Skilled Crafts	1225	713	727
21 620 97 518100 60002	Social Security	5818	3779	3854
21 620 97 518200 60002	Retirement	17276	9716	9910
21 620 97 518300 60002	Medical Insurance	5248	821	837
21 620 97 518500 60002	Unemployment Compensation	0	0	0
21 620 97 518700 60002	Longevity Payments	0	0	0
21 620 97 519040 60002	Administrative Services	0	0	0
21 620 97 519110 60002	Pest Control Svcs Agreements	0	0	0
21 620 97 519120 60002	Lawns and Grounds Services	43083	48939	49918
21 620 97 519130 60002	Misc Service Contracts	0	0	0
21 620 97 519200 60002	Other Contracted Services	6926	10511	10721
21 620 97 521400 60002	Clothing and Uniforms	0	0	0

2018-19 Total Budget		Actual Expenditures YTD for FY 2018- 19	Proposed Expenditures for 2019-20	Proposed Expenditures for 2020-21
<b>Allocations</b>				
21_620_97_522000_60002	Maintenance Supplies	0	0	0
21_620_97_524000_60002	Repair Supplies	7	3348	3415
21_620_97_525500_60002	Other Fuels		0	0
21_620_97_531110_60002	In-State Ground Transportation	655	1505	1535
21_620_97_531140_60002	In-State Lodging	291	297	303
21_620_97_531150_60002	In-State Meals	153	156	159
21_620_97_531210_60002	Out-of-State Ground Transport		0	0
21_620_97_531500_60002	Registration Fees	0	0	0
21_620_97_535100_60002	Repairs to Equipment		0	0
21_620_97_535200_60002	Repairs to Facilities	25	26	26
21_620_97_535201_60002	Grounds Maintenance Supplies		0	0
21_620_97_535410_60002	Maint. Agreement - Buildings		0	0
21_620_97_535430_60002	Maint. Agreement - Equipment		0	0
21_620_97_537000_60002	Advertising	454	463	472
21_620_97_539500_60002	Other Current Expense	1363	1390	1418
		831747	823786	836312
21_610_97_514020_60003	FT Security			
21_610_97_514030_60003	PT Security	40722	49883	50880
21_610_97_514050_60003	Supr Svc/Maint/Skilled Crfts	54767	64298	65583
21_610_97_518100_60003	Social Security	0	0	0
21_610_97_518200_60003	Retirement	16406	17468	17817
21_610_97_518300_60003	Medical Insurance	13924	14779	15024
21_610_97_518500_60003	Unemployment Compensation	12352	12599	12851
21_610_97_518700_60003	Longevity Payments	0	0	0
21_610_97_519100_60003	Security Service Agreements	1487	1517	1547
21_610_97_521400_60003	Clothing and Uniforms	659	672	686
21_610_97_525000_60003	Gasoline	545	556	567
21_610_97_525300_60003	Tires and Tubes	0	0	0
21_610_97_525400_60003	Motor Veh Replacement Parts	0	0	0
21_610_97_526000_60003	Office Supplies	0	0	0
21_610_97_527000_60003	Other Supplies	383	391	398
21_610_97_531110_60003	In-State Ground Transportation	67	68	70
21_610_97_531140_60003	In-State Lodging	0	0	0
21_610_97_531150_60003	In-State Meals	23	23	24
21_610_97_531500_60003	Registration Fees	80	82	83
21_610_97_534000_60003	Printing & Binding	0	0	0
21_610_97_526000_60002	Repairs to Equipment	60	61	62
21_610_97_535100_60003	Motor Vehicle Repairs	21	21	22
21_610_97_535300_60003	Service Contracts	0	0	0
21_610_97_535400_60003	Maint. Agreement - Equipment	23952	24431	24920
21_610_97_535430_60003	Other Current Expense	0	0	0
21_610_97_539500_60003		1895	1933	1972
		167343	188731	192506
27_910_97_558005_60002	Building Improvements			
27_920_97_554000_60002	Motor Vehicles	155198	254000	465000
		0	0	0
				Capital Improvement requests

COUNTY FULL-TIME SALAR VD FRINGE BENEFITS BUDGET  
FY 2020-21

		2019-20 Mo Salary	2019-20 Annual Sal	Salary 2020-21	Total Salary to be Budgeted in 2020-20
21.110.97.511100.60001	President, Dr Levy	4,115.00	49,380.00	49,380.00	49,380.00
21.110.97.518000.60001					3,778.00
21.110.97.518200.60001					9,314.00
21.110.97.518300.60001					123.00
Total 110-60001					62,595.00
21.610.97.514000.60002	Liverman, Kit O.	2,469.00	29,628.00	29,628.00	29,628.00
21.610.97.514000.60002	Leche, Adrienne	7,083.00	84,996.00	84,996.00	84,996.00
					114,624.00
21.610.97.518100.60002					8,769.00
21.610.97.518200.60002					21,619.00
21.610.97.518300.60002					6,837.00
Total 610-60002					151,849.00
21.620.97.514000.60002	Lassiter, Timothy	8,295.00	99,540.00	99,540.00	99,540.00
21.620.97.514000.60002	Mosley, Raymond	2,313.00	27,756.00	27,756.00	27,756.00
					127,296.00
21.620.97.518100.60002					9,739.00
21.620.97.518200.60002					24,009.00
21.620.97.518300.60002					12,208.00
Total 620-60002					173,252.00
21.610.97.514020.60003	Allen, Tamara	3,055.00	36,660.00	36,660.00	36,660.00
21.610.97.514050.60003	Chief Campus Safety & Sec				39,429.00
21.610.97.518100.60003					5,821.00
21.610.97.518200.60003					14,351.00
21.610.97.518300.60003					10,682.00
Total 610-60003					106,943.00
Total Full-time Salaries and Fringe Benefits					494,639.00

	Actual Expenditures YTD for FY 2019- 19	Proposed Expenditures for 2019-20	Proposed Expenditures for 2020-21
<b>2018-19 Total Budget Allocations</b>			
	0		
<b>Total</b>	<b>1340906</b>	<b>1497283</b>	<b>1727831</b>
	<b>1185708</b>	<b>1243283</b>	<b>1262831</b>
			Operating expense requests