

Date: June 06, 2019

For ACTION

For INFORMATION

Board Agenda: Yes
No

FROM: Dominic B. Turner, Chief Financial Officer

THROUGH: Gregory C. Hutchings, Jr., Ed.D., Superintendent of Schools

TO: The Honorable Cindy M. Anderson, Chair, and Members of the Alexandria City School Board

TOPIC: Preliminary FY 2019 Monthly Financial Report for the fiscal year-to-date period ending April 30, 2019

SUMMARY: Preliminary year- to-date report of revenue and expenditures as of April 30, 2019.

BACKGROUND: School Board Policy DI, Financial Accounting and Reporting, requires the preparation and issuance of monthly financial reports. Monthly reports are provided to the School Board for the three primary funds covering school division operations: Operating Fund, Grants and Special Projects Fund, and School Nutrition Fund.

DISCUSSION: These preliminary financial reports show the FY 2019 final budget as adopted by the School Board on June 07, 2018, the revised budget of record as of April 30, 2019 including all adjustments and transfers, all actual revenue earned and expenditures incurred as of April 30, 2019, and all encumbrances booked in this same period. Also included are the remaining balances for each revenue and expenditure line item. These reports are considered preliminary because the accounting period was not officially closed at the time this report was prepared.

A separate report showing all budget transfers exceeding \$25,000 for the reporting month is attached. There are 22 budget transfers meeting this criterion in April. Funds were transferred as part of end of year cleaning to align budget with expenditures. Funds were transferred for the following:

Operating Fund

- 1.) From Curriculum Design & Instructional Services (CD&IS) and EL Services to CD&IS to support K-4 social studies textbook adoption
- 2.) Within T.C. Williams King Street Campus to purchase furniture for rotunda used for student testing, trainings, and other ACPS meetings
- 3.) From T.C. Williams King Street Campus to Minnie Howard Campus to partially cover the cost of a full-time counselor position who will oversee the NOVA Pathway to Baccalaureate program
- 4.) Within Technology Services to provide funding for Verizon phone services, CTSI services, and Verizon wireless services at multiple ACPS locations
- 5.) Within Educational Facilities for contracted cleaning services
- 6.) Within Educational Facilities for window repairs at George Washington, electrical repairs such as switchgear test at T.C. Williams, and equipment maintenance such as pothole repairs
- 7.) Within Educational Facilities to fund natural gas for the remaining three months and rent expenses at Chance for Change and maintenance shop locations
- 8.) Within Transportation for public carriers such as Yellow Cab
- 9.) Within George Washington to purchase Smartboards for the classrooms
- 10.) From Student Services to Human Resources to fund contracted psychologist through Maxim Healthcare services
- 11.) Within EL Services for curriculum evaluation

- 12.) Within Technology Services for Atlantech phone service and for Unitrends Extended Service renewal
- 13.) Within CD&IS for math resources for K-5 teachers to provide an engaging math experience
- 14.) Within Talented and Gifted Programs for summer enrichment and to purchase instructional supplies
- 15.) Within Educational Facilities to repair broken pipes, clear drains, and other plumbing repairs
- 16.) Within Educational Facilities for Ferdinand T. Day elevator maintenance, repair of John Adams' gym flooring, and installation of George Washington's flooring.
- 17.) Within Ferdinand T. Day to purchase books in various subjects to support the EL curriculum

Grants and Special Projects Fund

- 18.) VPI VA Preschool Initiative grant funds were transferred within Pre-Kindergarten to renew Teaching Strategies Gold Portfolio membership, to purchase new furniture for John Adams and William Ramsay, to purchase teaching guides for the curriculum, for John Adams and William Ramsay student admission on field trips, for promotional items at Preschool Fair, and for Registrar compensation to work overtime
- 19.) Title I, Part A grant funds were transferred within Jefferson-Houston for contract services
- 20.) Title II, Part A grant funds were transferred within Talent Development for staff development
- 21.) Title III, Part A grant funds were transferred within EL Services for travel to conference and site visits

School Nutrition Fund

- 22.) Within School Nutrition Services to cover expenses during the remaining fiscal year

RECOMMENDATION: The Superintendent recommends the School Board accept the Preliminary FY 2019 Monthly Financial Report for the fiscal year-to-date period ending April 30, 2019.

IMPACT: These reports help inform the Board and the public on ACPS financial activities through April 30, 2019.

ATTACHMENTS:

1. Preliminary FY 2019 Monthly Financial Report for the fiscal year-to-date period ending April 30, 2019
2. FY 2019 Monthly Budget Transfer Over \$25,000 Report, April 2019

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