

Alexandria City Public Schools Budget Transfer Report

**Third Quarter
FY 2016**

The purpose of this budget transfer report is to allow the Board to monitor large budget transfers that shift funds across major expenditure groups as defined by the State Categories shown below.

There are many factors that impact budget transfers from one year to the next, such as grant amendments and reconciliations, organizational changes, unforeseen expenditures, account code corrections, and allocations to schools of centrally budgeted items including positions.

State Categories

- 1 – Instruction
- 2 – Administration, Attendance, and Health
- 3 – Pupil Transportation
- 4 – Operations and Maintenance
- 5 – School Food Services and Other Non-Instructional Operations
- 6 – Facilities
- 7 – Debt Service and Fund Transfers
- 8 – Technology
- 9 – Contingency Reserves

A total of 224 budget transfers were processed during the third quarter of FY 2016, as shown in the table here and on the following page.

In this third quarter (Q3) of FY 2016, the number of budget transfers decreased by 8.2 percent compared to the same quarter last year (Q3 FY 2015). This decrease is attributed to improved management and forecasting of budget needs throughout the fiscal year which results in fewer transfers overall. Staff anticipate that the total number of budget transfers for the year will be less than the previous year’s total.

The following table shows the distribution of budget transfers by quarter for FY 2013 through FY 2016.

PERIOD	FY 2013	FY 2014	FY 2015	FY 2016
Q1	187	231	177	209
Q2	226	236	178	186
Q3	187	271	244	224
Q4	653	589	376	
YTD	1,253	1,327	975	619

Budget transfers must net to zero. To measure the value of budget transfers, only one “side” (to or from) of the transaction is measured.

The total one-sided value of budget transfers completed in the third quarter is \$1.83 million or 0.7 percent of the FY 2016 final combined funds budget.

A summary of the budget transfers processed during the third quarter of FY 2016 is shown in the table on the following page.

There were 60 budget transfers that crossed state categories which is equivalent to 26.8 percent of all budget transfers for the third quarter.

There were four budget transfers that met the newly adopted reporting threshold of \$25,000 or more and cross state reporting categories. All four of these transfers occurred in the Operating Fund. No transfer met this reporting threshold in the Grants and Special Projects Fund or the School Nutrition Fund.

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QUARTERLY BUDGET TRANSFER REPORT				
Third Quarter - FY 2016				
	NUMBER OF BUDGET TRANSFERS		VALUE OF BUDGET TRANSFERS (ONE-SIDED)	
	NUMBER	PERCENT OF TOTAL BTs	TOTAL FOR Q3	AVERAGE VALUE PER TRANSFER
ALL FUNDS				
TOTAL BT'S	224	100.0%	\$1,833,708	\$8,186
ALL BT'S ACROSS CATEGORIES	60	26.8%	781,999	13,033
BT's ACROSS CATEGORIES >\$25,000	4	1.8%	309,447	77,362
OPERATING FUND				
TOTAL BT'S	204	100.0%	\$1,436,057	\$7,039
ALL BT'S ACROSS CATEGORIES	58	28.4%	719,548	12,406
BT's ACROSS CATEGORIES >\$25,000	4	2.0%	309,447	77,362
SCHOOL NUTRITION FUND				
TOTAL BT'S	2	100.0%	\$95,286	\$47,643
ALL BT'S ACROSS CATEGORIES	0	0.0%	0	0
BT's ACROSS CATEGORIES >\$25,000	0	0.0%	0	0
GRANTS & SPECIAL PROJECTS FUND				
TOTAL BT'S	18	100.0%	\$302,365	\$16,798
ALL BT'S ACROSS CATEGORIES	2	11.1%	62,451	31,226
BT's ACROSS CATEGORIES >\$25,000	0	0.0%	0	0

Details of the budget transfers meeting the reporting criteria are shown on the following pages.

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Budget Transfers Over \$25K that Cross Function Groups - For Third Quarter, Fiscal Year 2016

JE No	Transfer	Fund	Department Title	Function Group	Program Group	Object Title	Total	Description
80003	FROM	Operating Fund	Division-Wide FSD Reserve	Division-Wide	Division-Wide	Reserve Teachers	(62,024.20)	Transferring funds from the general teacher reserve pool to Jefferson-Houston for a special education teacher as approved by the Superintendent.
						FICA	(3,845.50)	
						Medicare	(899.35)	
						VRS Benefits Hybrid Plan	(8,720.60)	
						VRS RHC	(657.46)	
						VRS Group Life Insurance	(333.85)	
						Hospital/Medical Plans	(5,888.64)	
						Dental Insurance	(727.32)	
						LT Disability Insurance	(66.99)	
	TO	Operating Fund	Jefferson Houston School	Instruction	Special Education	Teacher	62,024.20	
						FICA	3,845.50	
						Medicare	899.35	
						VRS Benefits Hybrid Plan	8,720.60	
						VRS RHC	657.46	
						VRS Group Life Insurance	333.85	
						Hospital/Medical Plans	5,888.64	
						Dental Insurance	727.32	
						LT Disability Insurance	66.99	
80003	Total						(109,525.50)	
80004	FROM	Operating Fund	Educational Facilities	Instruction	Alternative and A/T-Promise Education	Principal	(6,309.63)	Transferring the position and associated budget related to the Principal on Assignment position in the Educational Facilities department to a Capital Program Analyst in the Financial Services department as approved by the Superintendent.
						FICA	(1,590.72)	
						Medicare	(15,344.00)	
						VRS Retirement	(1,216.26)	
						VRS RHC	(576.20)	
						VRS Group Life Insurance	(15,177.21)	
						Hospital/Medical Plans	(575.77)	
						Dental Insurance	(118.30)	
						LT Disability Insurance	109,525.50	
	TO	Operating Fund	Financial Services	Admin, Attendance, and Health	Financial Services	Other Prof/ Senior Analyst	6,309.63	
						FICA	1,590.72	
						Medicare	15,344.00	
						VRS Retirement	1,216.26	
						VRS RHC	576.20	
						VRS Group Life Insurance	15,177.21	
						Hospital/Medical Plans	575.77	
						Dental Insurance	118.30	
						LT Disability Insurance	118.30	
80004	Total						-	

