

Date: June 20, 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: Delegation of Authority for Financial Functions

BACKGROUND: The Code of Virginia allows School Boards to delegate their authority to specific staff members as Agents of the School Board to perform certain financial functions. ACPS policies also have additional provisions for the delegation of School Board authority.

The attached resolution modifies an earlier resolution approved by the School Board on October 18, 2018. The purpose of this revision is to,

1. Designate a new Agent and Deputy Agents to examine, approve and order payment of financial obligations of the Board.
2. Designate the Assistant Director of Procurement as a Deputy Purchasing Agent.

All other terms remain unchanged from the Resolution to Adopt Delegation of Authority approved October 18, 2018 by the School Board.

Adoption of this resolution will provide appropriate authorizations to ACPS staff to perform their duties in financial management and procurement. Upon adoption, this delegation of authority will become effective immediately.

RECOMMENDATION: The Superintendent recommends adoption of the attached resolution.

IMPACT: The appropriate legal authority will be delegated to ACPS staff accordingly.

CONTACT PERSON: Dominic B. Turner, 703-619-8141

Motion to Adopt Delegation of Authority

Madam Chair, I move that the Alexandria City Public School Board approve the following organizational arrangements:

1. Authorize the Superintendent to appoint Dominic B. Turner (Chief Financial Officer) as Agent and Michael Covington (Accounting Director) and Robert Easley (Assistant Director of Budget and Fiscal Compliance) as Deputy Agents of the School Board to examine, approve, and order payment of financial obligations of the Board.
2. Authorize the Superintendent to appoint Dominic B. Turner (Chief Financial Officer) and David F. Banks (Director of Procurement) as Purchasing Agents and Javier S. Iturralde (Asst. Director of Procurement) as Deputy Purchasing Agent of the School Board to enter into contracts for the purchase or lease of goods or services (professional and nonprofessional) and construction in accordance with the requirements and limits set forth in School Board Policy DJA-Purchasing Authority and FEG-Supervision of Construction.

The Superintendent is also granted the authority to appoint the Superintendent's designee, as approved by the School Board, to act as an Agent of the School Board for any of these functions in the absence of the Superintendent or persons named above.