

Date: October 26, 2017

For ACTION

For INFORMATION

Board Agenda: Yes   
No

**FROM:** Michael R. Herbstman, Chief Financial Officer

**THROUGH:** Lois F. Berlin, Ed.D., Interim Superintendent of Schools

**TO:** The Honorable Ramee A. Gentry, Chair, and Members of the Alexandria City School Board

**TOPIC:** Budget Advisory Committee (BAC) – FY 2018 Scope of Work

**BACKGROUND:** School Board Policy BCFA establishes a Budget Advisory Committee (BAC). The BAC is charged with making recommendations on budget and financial management policies and practices, the presentation and preparation of the operating budget, the execution of the financial management of the school system, and annual budget priorities. The BAC is also asked to advocate for the division by assisting in the education of the community with regard to the budgeting process and the contents of the annual operating and 10-year capital improvement budgets. At the Board's request, the Committee provides studies and recommendations on special topics or issues. They also present an annual written report of the committee's work as part of the School Board's annual budget process.

**SUMMARY:** The annual scope of work for the Budget Advisory Committee was developed by the BAC with direction from School Board members and the support of ACPS staff.

**RECOMMENDATION:** The Superintendent recommends that the School Board accept the Budget Advisory Committee's FY 2018 Scope of Work.

**IMPACT:** This scope of work defines the direction for the Budget Advisory Committee's efforts this year and informs the School Board and public of their work.

**CONTACT PERSON:** Mike Herbstman, 703-619-8098

**ATTACHMENTS:**

- 1) FY 2018 BAC Scope of Work