

Date: September 7, 2017

For ACTION _____

For INFORMATION X

Board Agenda: Yes X
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: FY 2019 Budget Calendar

BACKGROUND: Each year, the School Board adopts a budget calendar to define the timeframe under which the proposed budget will be prepared, discussed, and approved. The School Board approves the budget calendar as part of setting the work and meeting schedule for both the Combined Funds and Capital Improvement Program (CIP) budgets.

SUMMARY: The proposed FY 2019 Budget Calendar follows the same general timeline as the FY 2018 Budget Calendar, with two exceptions:

1. CIP Proposal Timing:
 - a. Recommended Change: The Superintendent's Proposed CIP presentation is scheduled for November 30, approximately one month later than last year's October 27 presentation. The other CIP dates, leading up to the scheduled School Board adoption on January 11, are also deferred approximately one month from last year.
 - b. Reason for Recommended Change: This year, the Ad-Hoc Joint City-Schools Investment Task Force is scheduled to recommend a CIP during the fourth week of October. This is the same week that the Superintendent proposed his CIP last year. Deferring this proposal one month will allow the Superintendent and Staff to carefully consider and incorporate Task Force recommendations into the Superintendent's Proposed CIP.
2. Final School-Board Budget Adoption Timing:
 - a. Recommended Change: This draft calendar included School Board adoption of its Final Combined-Funds and CIP Budgets on June 7. This is one School Board meeting later than the FY 2018 date of May 25.
 - b. Reason for Recommended Change: Last fiscal year, following City Council Appropriations, the School Board only had three weeks for public hearings, staff questions, work sessions, add-delete sessions, various internal and external posting deadlines and final adoption. As a result of this compressed timeframe, Board Members were provided insufficient time to submit questions, add-delete requests and co-sponsorships to Staff. Also, Staff was not able to fully respond to

all School Board questions. Deferring final adoption by one Board meeting this year will allow for more robust discussions and more meaningful answers to School Board questions prior to adoption. This change will still allow both ACPS and City Staff sufficient time to complete all necessary system and account work prior to the July 1, 2018 start of the new fiscal year.

Following this Work Session, the FY 2019 Budget Calendar will be finalized and submitted for Board adoption on September 14, 2017. When approved, this calendar will meet all statutory obligations.

RECOMMENDATION: The Superintendent recommends that the School Board review the FY 2019 Draft Budget Calendar.

IMPACT: Finalizing and adopting the Budget Calendar will allow the Division to meet statutory obligations and foster transparency by informing stakeholders (including parents and community members) about the ACPS budget process.

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ATTACHMENTS:

1. FY 2019 Draft Budget Calendar