

**BOARD MEMO**

Date: December 16, 2021

For ACTION   x  

For INFORMATION       

Board Agenda: Yes   x  

No       

**FROM:** Dominic B. Turner, Chief Financial Officer

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

**TO:** The Honorable Meagan L. Alderton, Chair, and  
Members of the Alexandria City School Board

**TOPIC:** Preliminary FY 2022 Monthly Financial Report for the fiscal year-to-date period ending October 31, 2021

**ACPS 2025 STRATEGIC PLAN GOAL:**

Goal 4: Strategic Resource Allocation

**SY 2021-2022 FOCUS AREA:**

Strategic Plan Implementation

**FY 2022 BUDGET PRIORITY:**

Special Instruction evaluation implementation as a part of the Strategic Plan

Staff evaluations

K-4 Literacy

Equitable TAG identification of Black and Hispanic students

Address chronic absenteeism & high school graduation rate among Hispanic male students

Social and Emotional supports for students

Expand access and improve quality of out-of-school learning

Implementation of Customer Relationship Management System

Development of a comprehensive ACPS communication plan that incorporates all modes of communication

Expand cultural competency training to ACPS families

**SUMMARY:** Preliminary year- to-date report of revenue and expenditures as of October 31, 2021.

**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.

These preliminary financial reports show the FY 2022 Final Budget as adopted by the School Board on June 03, 2021, the revised budget of record as of October 31, 2021 including all adjustments and transfers, all actual revenue earned and expenditures incurred as of October 31, 2021, 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.

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There are six budget transfers meeting this criterion in October. Funds were transferred within schools and/or departments for the following reasons:

### Operating Fund

- Within Technology Services for PowerSchool SIS, Ecollect Forms, and Microsoft renewal
- Within Talent Development to purchase the James Stonge license to support professional learning
- From Francis C. Hammond, George Washington, and Alexandria City High School to the Office of Safety and Security Services to fund additional SSOs

### Grant and Special Projects Fund

- From Technology Services and Facilities & Operations' CARES Act Grant to AVID and Community Partnerships & Engagement to purchase equipment and to support remote learning, SPED, EL, counseling, AVID, and parent outreach in response to the pandemic
- Within School Business & Community Partnerships' ESSER II Grant to provide afterschool project-based, enrichment programs and to purchase instructional material

**RECOMMENDATION:** The Superintendent recommends the School Board accept the Preliminary FY 2022 Monthly Financial Report for the fiscal year-to-date period ending October 31, 2021.

**IMPACT:** These reports help inform the Board and the public on ACPS financial activities through October 31, 2021.

### ATTACHMENTS:

1. Preliminary FY 2022 Monthly Financial Report for the fiscal year-to-date period ending October 31, 2021
2. FY 2022 Monthly Budget Transfer Over \$25,000 Report, October 2021

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