

**BOARD MEMO**

Date: October 20, 2022  
For ACTION   
For INFORMATION   
Board Agenda: Yes   
No

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

**THROUGH:** Melanie Kay-Wyatt, Ed.D., Interim Superintendent of Schools

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

**TOPIC:** Preliminary FY 2023 Monthly Financial Report for the fiscal year-to-date period  
ending August 31, 2022

**ACPS 2025 STRATEGIC PLAN GOAL:**

Goal 4: Strategic Resource Allocation

**SY 2022-2023 FOCUS AREA:**

Strategic Plan Implementation

**FY 2023 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

Expand Cultural Competency Training to ACPS Families

**SUMMARY:**

Preliminary year- to-date report of revenue and expenditures as of August 31, 2022.

**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 2023 Final Budget as adopted by the School Board on June 02, 2022, the revised budget of record as of August 31, 2022 including all

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adjustments and transfers, all actual revenue earned and expenditures incurred, 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. There are 9 budget transfers meeting this criterion in August. Funds were transferred within schools and/or departments for the following reasons:

### Operating Fund

- Within Technology Services to fund PowerSchool SIS maintenance and support, e-collect forms renewal, K-12 printing of parent access letters, and to support help desk repair requests
- From Division-wide HR to the Office of School, Business, and Community Partnerships to fund a casual employee whom will support the division
- Within Specialized Instruction to fund translation services to support Medicaid documentation and billing services
- From various offices of Teaching, Learning, and Leadership to Humanities to fund staff and student travel expenses for the Alexandria Community Remembrance Project ACPS Program

### Grant and Special Projects

- Within Facilities and Operations' ESSER II Grant to fund HVAC maintenance at school facilities
- Within English Learner Services' Title III Part A Grant to fund ESL and ESL2 cohorts
- Within various offices of Teaching, Learning, and Leadership's ESSER III Grant to align Tyler MUNIS with Omega and to pay for Alexandria Tutoring Consortium
- Within Northern Virginia Juvenile Detention Center's NVJDC Grant to realign budget

### **RECOMMENDATION:**

The Interim Superintendent recommends that the School Board accept the Preliminary FY 2023 Monthly Financial Report for the fiscal year-to-date period ending August 31, 2022.

### **IMPACT:**

These reports help inform the Board and the public on ACPS financial activities through August 31, 2022.

### **ATTACHMENTS:**

1. Preliminary FY 2023 Monthly Financial Report for the fiscal year-to-date period ending August 31, 2022
2. FY 2023 Monthly Budget Transfer Over \$25,000 Report, August 2022

### **CONTACT:**

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