

BOARD MEMO

Date: May 05, 2022

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 March 31, 2022

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 March 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 2022 Final Budget as adopted by the School Board on June 03, 2021, the revised budget of record as of March 31, 2022 including all 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 11 budget transfers meeting this criterion in March. Funds were transferred within schools

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and/or departments for the following reasons:

Operating Fund

- From Alexandria City High School to Student Services for professional temporary staffing to support in psychological services
- Within Facilities & Operations to fund Southeast Service Company cleaning contract and maintenance supplies
- Within Division-wide HR for workers compensation based on the 2022 Notice of Assessment and Tax Due
- Within Mount Vernon to purchase library furniture
- Within Pupil Transportation to cover upcoming expenses for gas/diesel due to increased fuel prices
- From Francis C. Hammond to Facilities & Operations to fund contract custodial services
- Within Specialized Instruction to cover supplemental and intermittent pay

Grant and Special Projects Fund

- From Human Resources to Division-wide HR' American Rescue Plan ESSER III Grant Fund for classroom monitors
- Within Office of School, Business, & Community Partnerships' Title IV Part A Grant Fund to purchase Ferdinand T. Day STEM supplies and Zspace Science Program

School Nutrition Fund

- Within School Nutrition Services for equipment repair and maintenance

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

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

ATTACHMENTS:

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

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