

BOARD MEMO

Date: June 02, 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 April 30, 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 April 30, 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 April 30, 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 16 budget transfers meeting this criterion in April. Funds were transferred within schools

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and/or departments for the following reasons:

Operating Fund

- Within Pupil Transportation for public carriers to support out of district SPED services
- Within English Learners Services to purchase dual language library books and Center for Applied Linguistics and for intermittent pay to support assessment and registration
- Within Technology Services to pay for monthly repairs services for SmartBoards, projectors, and networks
- Within Communications to pay for audio/visual technician to support with public meetings and events
- Within Division-wide Human Resources to cover workers compensation for the remaining fiscal year
- From Communications and Community Partnerships & Engagement to Communications to compensate staff for work performed during peak times as well as for website migration
- Within Specialized Instruction for translation services through sign language
- Within Facilities & Operations to pay for sewer services, gasoline, and janitorial supplies for the remaining fiscal year, as well as to correct the wrong account code used for cleaning services
- From AVID to Instructional Support for project-based learning for division team
- Within Humanities to purchase headphones and sanitation supplies

Grant and Special Projects Fund

- Within Career and Technical Education's Perkins V Grant Fund to purchase printers for audio visual group
- Within Francis C. Hammond's Title I Part A Grant Fund to cover travel expenses for administrative team

School Nutrition Fund

- Within School Nutrition Services to cover expenses for the remaining school year

RECOMMENDATION: The Superintendent recommends the School Board accept the Preliminary FY 2022 Monthly Financial Report for the fiscal year-to-date period ending April 30, 2022.

IMPACT: These reports help inform the Board and the public on ACPS financial activities through April 30, 2022.

ATTACHMENTS:

1. Preliminary FY 2022 Monthly Financial Report for the fiscal year-to-date period ending April 30, 2022
2. FY 2022 Monthly Budget Transfer Over \$25,000 Report, April 2022

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