

BOARD MEMO

Date: June 17, 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 2021 Monthly Financial Report for the fiscal year-to-date period ending May 31, 2021

ACPS 2025 STRATEGIC PLAN GOAL:

Goal 4: Strategic Resource Allocation

SY 2020-2021 FOCUS AREA:

Focus Area 3: Strategic Plan Implementation

FY 2021 BUDGET PRIORITY:

- ALICE Training
- K-2 Literacy Programming
- Specialized Instruction Audit Implementation
- MTSS including Restorative Practices and PBIS
- Chronic Absenteeism among Hispanic Students
- Increased Staff Retention
- Human Resources Audit Implementation
- Facilities Audit Implementation
- Cultural Competence for All Staff
- Outreach to Hispanic Families to Improve Attendance and Graduation
- Outreach to Underserved Communities to Increase Engagement
- Improving Customer Relationship Services and Management

SUMMARY: Preliminary year- to-date report of revenue and expenditures as of May 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 2021 Final Budget as adopted by the School Board on June 05, 2020, the revised budget of record as of May 31, 2021 including all adjustments and transfers, all actual revenue earned and expenditures incurred as of May 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.

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A separate report showing all budget transfers exceeding \$25,000 for the reporting month is attached. There are 22 budget transfers meeting this criterion in May. Funds were transferred within schools and/or departments for the following reasons:

Operating Fund

- Within Division-wide FSD Reserve for settlement agreement
- Within various Teaching, Learning, and Leadership Offices for curriculum writing to support 9th grade summer program, for work on new standards in World Languages, for 6-8 grade LitCamp material, for Teacher manuals and training for Elementary Phonics program
- Within T.C. Williams Athletics for athletic supplies to support the remaining school year
- Within Specialized Instruction to purchase instructional material, for Equity Series virtual conference, and reimbursement for psychology licenses
- Within Facilities and Operations for HVAC repairs, life safety and fire alarm repairs, and division-wide landscaping beautification projects
- Within Division-Wide Human Resources to fund classroom monitors to support Virtual Learning and for iSight and Vector Training and Compliance Management System
- Within Communications to fund online software expenses for the remaining fiscal year
- Within Safety and Security Services to cover various projects for the remaining fiscal year
- Within Talent Development to pay for the UVA-Curry Summer FY 2021 Cohort tuition
- From Pupil Transportation to English Learner Services and Technology Services to purchase Chromebook and to provide translation services
- From Division-wide FSD Reserve to Financial Services to cover Meridian contract
- Within Talented and Gifted to purchase instructional supplies to support TAG classrooms
- Within English Learner Services to support various translation projects, for curriculum writers, and to purchase office and paper supplies

Grant and Special Projects Fund

- Within Francis C. Hammond's Title I, Part A Grant to purchase science kits, home visit materials, IA supplies, and a 3 year IXL subscription
- Within Student Services' CARES Act to provide temporary staffing support

School Nutrition Fund

- Within School Nutrition Services for equipment maintenance and for Mount Vernon's cafeteria renovation

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

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

ATTACHMENTS:

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

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