

BOARD MEMO

Date: June 16, 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 May 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 May 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 May 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 31 budget transfers meeting this criterion in May. Funds were transferred within schools

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and/or departments for the following reasons:

Operating Fund

- Within Technology Services to purchase hardware such as replacement laptops and monitors, for annual membership, and t-shirts for staff
- Within Facilities and Operations to provide external services to support Advisory Group, cleaning services and supplies, elevator repairs, fire equipment repairs, and plumbing repairs
- Within the Office of School Business & Community Partnerships to provide professional development for parent liaisons and FACE staff
- Within STEM for renewal of science textbook licenses
- Within Communications to purchase technology equipment to support Douglas MacArthur, Samuel W. Tucker, and Alexandria City High School's studios, as well as other supplies to support upcoming events
- Within Specialized Instruction to reallocate available resources to provide professional temporary staffing, supplies, equipment, public transportation, testing and evaluation, and software/online charges
- Within Alexandria City High School for commencement ceremony expenses
- Within Student Services to pay for Safe & Civic School Training, annual NASN conference, membership renewal, PBIS awards and incentives, refreshments for end of year meetings, supplies, intermittent pay, and professional temporary support
- From AVID and Humanities to Instructional Support for professional development related to Camp Intervention and for Summer Learning supplies
- Within George Washington to purchase laptops for staff

Grant and Special Projects Fund

- From Community Partnerships & Engagement to the Office of School Business & Community Partnerships' CARES Act Grant Fund to purchase cubical stations at Ferdinand T. Day and Central Office
- Within Instructional Support's ESSER II Grant Fund for Virtual Virginia Distant Learning tuition fees, as well as for professional learning and instructional supplies to support summer learning and extended learning, and
- Within the Office of School Business & Community Partnerships' Title IV Part A Grant Fund to purchase lighting fixtures and micro:bit V1 Club Pack for George Washington
- Within Facilities & Operations' ESSER II Grant Fund to provide enhanced sanitization and cleaning for school buildings, as well as any CDC required health safety supplies
- From School Improvement to Specialized Instruction's ESSER III Grant Fund to provide tutoring support
- Within Patrick Henry's Title I Part A Grant Fund to fund professional development for the Success for All intervention program
- Within Safety & Security Services' COPS Justice Grant Fund for year two of raptor services
- Within Jefferson-Houston's Title I Part A Grant Fund to pay for books and STEM kits
- Within Facilities & Operations' ESSER III Grant Fund for HVAC maintenance

School Nutrition Fund

- Within School Nutrition Services to purchase meal serving trays and utensils, as well as for equipment maintenance

RECOMMENDATION: The Superintendent recommends the School Board accept the Preliminary FY

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2022 Monthly Financial Report for the fiscal year-to-date period ending May 31, 2022.

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

ATTACHMENTS:

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

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