

**BOARD MEMO**

Date: February 16, 2023  
For ACTION   X    
For INFORMATION         
Board Agenda: Yes   x    
No       

**FROM:** Dominic B. Turner, Chief Financial Officer  
Robert Easley, Director of Budget and Financial Systems

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

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

**TOPIC:** Motion to Adopt the FY 2024 Approved Combined Funds Budget

**ACPS 2025 STRATEGIC PLAN GOAL:**

- Goal 1: Systemic Alignment
- Goal 2: Instructional Excellence
- Goal 3: Student Accessibility and Support
- Goal 4: Strategic Resource Allocation
- Goal 5: Family and Community Engagement

**FY 2024 BUDGET PRIORITY:**

- Full Implementation of Students with Disabilities Action Plan
- Reduce Class Sizes
- K-4 Literacy
- Target Chronic Absenteeism
- Restorative Practices Supports
- Develop plan and policy for Collective Bargaining
- Target planned compensation enhancements and staff retention efforts
- Increase support for Social and Emotional Learning
- Safe Routes to School coordination

**SUMMARY:**

**Operating Fund:**

School Board members supported the following adjustments to the Superintendent's Proposed Budget:

*Recommended Adjustment*

- 1. Adjustment #1** Add: 0.4 FTE, Psychologist, to Early Childhood Center - \$49,520
  - *\$49,520 Expenditure Change to account for full compensation including salary and benefits*
  - *0.4 FTE increase on staffing chart*
- 2. Adjustment #2** Add: 0.2 FTE, Psychologist, to George Mason Elementary School - \$24,760
  - *\$24,760 Expenditure Change to account for full compensation including*

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- salary and benefits*
- *0.2 FTE increase on staffing chart*
- 3. Adjustment #3** Add: 0.2 FTE, Psychologist, to Naomi L. Brooks Elementary School - \$24,760
  - *\$24,760 Expenditure Change to account for full compensation including salary and benefits*
  - *0.2 FTE increase on staffing chart*
- 4. Adjustment #4** Add: 0.2 FTE, Psychologist, to Lyles Crouch Academy - \$24,760
  - *\$24,760 Expenditure Change to account for full compensation including salary and benefits*
  - *0.2 FTE increase on staffing chart*
- 5. Adjustment #5** Add: 1.0 FTE, College & Career Counselor, to Alexandria City High School - \$123,600
  - *\$123,600 Expenditure Change to account for full compensation including salary and benefits*
  - *1.0 FTE increase on staffing chart*
- 6. Adjustment #6** Add: 0.5 FTE, Bike & Pedestrian Specialist to Teaching, Learning & Leadership - \$34,000
  - *\$34,000 Expenditure Change to account for full compensation including salary and benefits*
  - *0.5 FTE increase on staffing chart*
- 7. Adjustment #7** Add: Increase proposed Market Rate Adjustment by 0.5%, from 2.5% to 3.0% - \$860,000
  - *\$860,000 Expenditure Change to account for increase to proposed Market Rate Adjustment to compensation including salary and benefits*
- 8. Adjustment #8** Add: Increase additional top of scale bonus by 1.0%, from 2.0% to 3.0% - \$175,000
  - *\$175,000 Expenditure Change to account for increase to proposed top of scale bonus to compensation including salary and benefits*
- 9. Adjustment #9** Add: Eliminate “hold-step” and grant step increase within current salary scale - \$325,000
  - *\$325,000 Expenditure Change to eliminate “hold-step” with current salary scale within current salary scale for compensation including salary and benefits*
- 10. Adjustment #10** Delete: Eliminate bonus for “hold-step” - \$(325,000)
  - *\$(325,000) Expenditure Change to account for elimination of bonus for “hold-step” for full compensation including salary and benefits*
- 11. Adjustment #11** Delete: Increase vacancy savings to account for unfilled positions and additional time to fill - \$(1,316,400)
  - *\$(1,316,400) Expenditure Change to increased vacancy savings for full compensation including salary and benefits*

### Technical Adjustments

- 1. Adjustment #1** Designate 1.0 FTE English Learner Teacher positions from George Washington Middle School to Patrick Henry Elementary School
  - *Reprioritized EL Teacher positions from George Washington Middle*

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*School to Patrick Henry ES*

**Grants and Special Projects Fund:**

*Recommended Adjustment*

**12. Adjustment #1** Add: 4.0 FTE, ACHS Core Teachers, to ACHS from ESSER III funding - \$468,400

- \$468,400 Expenditure Change to account for full compensation including salary and benefits
- 4.0 FTE increase on staffing chart

**13. Adjustment #2** Add: 1.0 FTE, Psychologist, to ACHS from ESSER III funding - \$123,800

- \$123,800 Expenditure Change to account for full compensation including salary and benefits
- 1.0 FTE increase on staffing chart

**14. Adjustment #3** Add 1.0 FTE, Truancy Specialist, to ACHS from ESSER III funding - \$130,200

- \$130,200 Expenditure Change to account for full compensation including salary and benefits
- 1.0 FTE increase on staffing chart

**15. Adjustment #4** Reallocation of resources of approximately \$722,400 from non-personnel categories to support compensation and benefits for additional staffing – (\$722,400)

- To offset cost of increase to compensation and benefits

*Technical Adjustments*

**2. Adjustment #1** Reflect staffing adjustment to Douglas MacArthur ES, funding has already been included

- 4.0 VPI Teachers increase to staffing chart
- 4.0 VPI Instructional Assistant I increase to staffing chart

**School Nutrition Services Fund:**

There is no Recommended and/or Technical adjustment to the Proposed FY 2024 budget at this time.

**Summary of Combined Funds Budget:**

After these adjustments, the FY 2024 Combined Funds Budget will remain at increase/decrease by \$359.9 million dollars per the Superintendent's Proposed Budget. The overall Combined Funds Staffing will increase/decrease by 16.5 FTE to 2,688.45.

**Fee Schedules:**

School Board Policy JN: *Student Fees, Fines and Charges*, requires the School Board to authorize changes to the ACPS fee schedules.

Implicit in the adoption of the FY 2024 Combined Funds Budget is the approval of the

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fees contained in the Tuition, Course and Food Service Fees schedule, which establish tuition charges, fees and fines for:

- Regular Day School (for General Education and Special Education)
- Extended Learning Opportunities
- Summer Learning
- Adult Education
- Orchestra and Band
- Physical Education
- Clubs, Classes and Organizations
- Miscellaneous Student Fees
- School Meals
- Facility Use Fee Schedule

### **BACKGROUND:**

The attached motion to adopt the Approved FY 2024 Combined Funds Budget incorporates the Superintendent's proposed adjustments as well as technical budget adjustments to the Proposed FY 2024 Combined Funds Budget as presented on January 05, 2023. The adjustments included in the attached motion result from Board discussions held during the January 12 and January 19 budget work sessions as well as staff review of updated expenditures and program requirements. On February 9, 2023, the School Board reviewed a list of suggested adjustments during the first Add/Delete Work Session. The adjustments to the proposed budget focused primarily on employee compensation enhancement changes and the addition of several crucial teacher and staff positions. The Approved Budget seeks to increase the proposed 2.5% Market Rate Adjustment for eligible staff to 3.0%, increase the proposed top of scale bonus from 2% to 3%, and also to eliminate the 2% bonus for employees on a "hold-step" and to fund a step increase for those affected employees. Positions that were considered included the addition of 2.0 Psychologist positions funded from both the Operating Fund and the Grants & Special Projects Fund, the addition of 1.0 FTE to increase a College and Career Center position, 4.0 Core Teachers and a 1.0 Truancy Specialist at Alexandria City High School to provide additional support to the over 4,000 students at ACHS. Despite, these adjustments the proposed budget amount to the approved budget remained the same as these adjustment were funding by anticipated vacancy savings.

The other technical adjustment included the reallocation of staff from one school to another and an adjustment to reflect the appropriate additional staff for VPI to the staffing charts. These adjustments did not change the proposed budget amount to the approved budget.

### **RECOMMENDATION:**

The Superintendent recommends that the School Board approve the FY 2024 Approved Combined Funds Budget.

### **ATTACHMENTS:**

1. Motion to Adopt the FY 2024 Approved Combined Funds Budget

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2. Updated Fund Statements
3. Tuition, Course and Food Service Fee Schedule
4. Facilities Use Fee Schedule

**CONTACT:**

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