

**BOARD MEMO**

Date: February 22, 2024  
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:** Melanie Kay-Wyatt, Ed.D., Superintendent of Schools

**TO:** The Honorable Michelle Rief, Chair, and Members of the Alexandria City School Board

**TOPIC:** Motion to Adopt the FY 2025 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 2025 BUDGET PRIORITY:**

- Recruitment and Retention
- Tier 1 Instruction: Alignment, Rigor and Engagement
- CASEL Social Emotional Learning Competencies
- Collective Bargaining
- Middle School Athletics
- Student Connection and Attendance

**SUMMARY:**

**Operating Fund:**

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

*Recommended Adjustment*

- 1. Adjustment #1** Add: 2% Market Rate Adjustment (MRA) for all eligible employees  
- \$5,350,000
  - *\$5,350,000 Expenditure Change to account for full compensation including salary and benefits*
  
- 2. Adjustment #2** Add: Step increase for all eligible staff who did not receive in FY 2021- \$4,200,000
  - *\$4,200,000 Expenditure Change to account for full compensation including salary and benefits*

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3. **Adjustment #3** Add: 2.0 FTE, Elementary Advanced Academic Services Teachers - \$250,000
  - *\$250,000 Expenditure Change to account for full compensation including salary and benefits*
  - *2.0 FTE increase on staffing chart*
4. **Adjustment #4** Add: 1.0 FTE, Athletic Trainer, to Alexandria City High School, - \$115,000
  - *\$115,000 Expenditure Change to account for full compensation including salary and benefits*
  - *1.0 FTE increase on staffing chart*
5. **Adjustment #5** Add: 1.0 FTE, College & Career Counselor, to Alexandria City High School - \$125,000
  - *\$125,000 Expenditure Change to account for full compensation including salary and benefits*
  - *1.0 FTE increase on staffing chart*
6. **Adjustment #6** Add: 1.0 FTE, Psychologist, to Alexandria City High School. - \$125,000
  - *\$125,000 Expenditure Change to account for full compensation including salary and benefits*
  - *1.0 FTE increase on staffing chart*
7. **Adjustment #7** Add: 2.0 FTE, Dean of Students, 1.0 FTE at George Washington and 1.0 FTE at Francis C. Hammond Middle Schools - \$307,000
  - *\$307,000 Expenditure Change to account for full compensation including salary and benefits*
  - *2.0 FTE increase on staffing chart*
8. **Adjustment #8** Add: 0.4 FTE, Family Liaison, to Community Partnerships & Engagement - \$65,000
  - *\$65,000 Expenditure Change to account for full compensation including salary and benefits*
  - *0.4 FTE increase on staffing chart*
9. **Adjustment #9** Increase: City Appropriation to Operating Fund, - \$10,537,000
  - *\$10,537,000 Revenue Change to increase City Appropriation to Operating Fund from \$269,034,300 to \$279,571,300 to support School Board member adjustments to Operating Fund*

### **Grants and Special Projects Fund:**

#### Recommended Adjustment

10. **Adjustment #1** Add: 2% Market Rate Adjustment (MRA) for all eligible employees - \$250,000
  - *\$250,000 Expenditure Change to account for full compensation including salary and benefits*
11. **Adjustment #2** Add: Step increase for all eligible staff who did not receive in FY 2021- \$ 200,000
  - *\$ 200,000 Expenditure Change to account for full compensation including*

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### *salary and benefits*

**12. Adjustment #3** Reduction: Expenditure change of resources from Purchased Services, Other Charges, and Materials and Supplies from multiple grants to support compensation enhancements - (\$450,000)

- *(\$450,000) Expenditure Change reduction due to increase for full compensation including salary and benefits*

### **School Nutrition Services Fund:**

#### Recommended Adjustment

**13. Adjustment #1** Add: 2% Market Rate Adjustment (MRA) for all eligible employees - \$100,000

- *\$100,000 Expenditure Change to account for full compensation including salary and benefits*

**14. Adjustment #2** Add: Step increase for all eligible staff who did not receive in FY 2021- \$ 100,000

- *\$ 100,000 Expenditure Change to account for full compensation including salary and benefits*

**15. Adjustment #3** Increase: Revenue increase in Federal Funds to support compensation enhancements - \$200,000

- *\$200,000 Revenue Change increase to Federal Funds due to increase for full compensation including salary and benefits.*

### **Summary of Combined Funds Budget:**

After these adjustments, the FY 2025 Combined Funds Budget will increase by \$10,737,000 to \$384.39 million dollars per the Superintendent's Proposed Budget. The overall Combined Funds Staffing will increase/decrease by 7.4 FTE to 2,696.70.

### **Fee Schedules:**

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

Included in the adoption of the FY 2025 Combined Funds Budget is the approval of the 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

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- School Meals
- Facility Use Fee Schedule

### **BACKGROUND:**

The attached motion to adopt the Approved FY 2025 Combined Funds Budget incorporates the School Board members' adjustments to the Superintendent's Proposed FY 2025 Combined Funds Budget as presented on January 4, 2024. The adjustments included in the attached motion result from Board discussions held during the January 11 and January 18 budget work sessions. On February 8, 2024, 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 add a 2.0% Market Rate Adjustment for eligible staff and also include an additional Step increase for all eligible staff who did not receive a Step increase in FY 2021. Additional positions that are being considered include the addition of 2.0 Elementary Advanced Academic Services Teachers, 1.0 Athletic trainer, 1.0 College and Career Counselor, 1.0 Psychologist, 2.0 Deans of Students, and 0.4 Family Liaison positions to the Operating Fund.

These adjustments, per the Operating Fund, to the Proposed Budget are expected to be funded through the additional request of City Appropriation.

The Grants and Special Projects Fund and the School Nutrition Fund have both been revised, via expenditure reduction and/or projected revenue increases, to account for the approved compensation enhancements relative to all eligible staff funded in those respective funds.

### **RECOMMENDATION:**

The Superintendent recommends that the School Board approve the FY 2025 Approved Combined Funds Budget.

### **ATTACHMENTS:**

1. Motion to Adopt the FY 2025 Approved Combined Funds Budget
2. Updated Fund Statements
3. Tuition, Course and Food Service Fee Schedule
4. Facilities Use Fee Schedule

### **CONTACT:**

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