

**ALEXANDRIA CITY SCHOOL BOARD BUDGET ADVISORY COMMITTEE
MARCH 16, 2022 –
6:30 TO 8:00 P.M.**

Public Access to the Meeting through Zoom

<https://acpsk12.zoom.us/j/97912653869?pwd=blcyMU94aW1wdEZEdDA4enVVMm5qZz09>

AGENDA

- 1. Call to Order and Introductions**
- 2. Public Comments**
- 3. Approval of Prior Meeting Minutes**
- 4. Staff Report (Mr. Robert Easley, Director, Budget & Fiscal Compliance)**
- 5. Board Report (Ms. Kelly Carmichael Booz, Alexandria City School Board)**
- 6. Next Steps: Scope of Work**
 - a. Review BAC research on other school divisions' budget communication strategies; BAC members to reference worksheet template and highlight 2-3 strategies from each jurisdiction we might replicate in Alexandria. Divisions examined by BAC members:
 - i. Arlington County, VA (Sukumar)
 - ii. City of Falls Church, VA (Nancy)
 - iii. Montgomery County, MD (Selena)
 - iv. Fairfax County, VA (Ryan)
 - v. Abilene, TX (Sukumar)
 - vi. Stamford, CT (Nancy)
 - vii. Highline, WA (Selena)
 - viii. South Bend, IN (Ryan)
 - b. Brainstorm strategies we might incorporate into BAC memo in the following areas (or beyond) (Google Jamboard available to record thoughts during presentations):
 - i. in-person/virtual opportunities for public comment (e.g., hearing, town hall)
 - ii. methods for members of the public to submit comments or questions (e.g., online form, text, etc.)
 - iii. affirmative outreach efforts (e.g., present to community group, PTA, etc.)
 - iv. outreach/communications directed at larger community (beyond school-involved individuals)
 - v. sample public facing budget "explainers" or fact sheets on general budget process, budget proposal(s), or by subject matter (e.g., special education)

- c. Review and receive feedback on draft timeline of next steps for BAC memo creation
 - i. March 16-May 18 – BAC members make edits to outline of draft memo (working outline will be shared by March 23)
 - ii. May 18 from 6:30-8:00 p.m. - BAC Meeting (Virtual) – BAC members review draft outline/memo and settle on draft recommendations
 - iii. May 18-May 30 - BAC members make final edits on memo and approve
 - iv. June 2 – BAC Memo is Presented to School Board (in writing or orally if desired)
 - v. June 15 from 6:30-8:00 p.m. - BAC Meeting (Virtual) – BAC Members discuss End of Year Report

7. Chair's Report (if needed)

8. Adjournment

Budget Advisory Committee Members:

- Nancy Drane [Chair]
- Selena el Hajji
- Sukumar Rao
- Ryan Reyna

ACPS Staff Liaison: Robert Easley, Director, Budget & Fiscal Compliance

School Board Liaison: Kelly Carmichael Booz