

**BOARD MEMO**

Date: December 16, 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 June 30, 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 June 30, 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 June 30, 2021 including all adjustments and transfers, all actual revenue earned and expenditures incurred as of June 30, 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 nine budget transfers meeting this criterion in June. Funds were transferred within schools and/or departments for the following reasons:

### Operating Fund

- From various Teaching, Learning, and Leadership Offices to Literacy to purchase Phonics classroom curriculum setup packages to support K-2 students and to provide professional development
- Within T.C. Williams King Street Campus for graduation's audio visual and rental charges
- Within Mount Vernon Community School to purchase library furniture
- Within Student Services to provide professional development to staff through Ruler Institute Online
- Within Facilities and Operations to provide HVAC, roofing, and plumbing repairs for the division
- Within Francis C. Hammond Middle School and Lyles-Crouch Traditional School to purchase furniture for the classrooms
- Within John Adams Elementary School to purchase furniture for the classrooms

### Grant and Special Projects Fund

- Within Community Partnerships & Engagement's Title IV Part B Grant for year-end program
- Within Specialized Instruction's CARES Grant to provide temporary staffing support through the end of the school year

**RECOMMENDATION:** The Superintendent recommends the School Board accept the Preliminary FY 2021 Monthly Financial Report for the fiscal year-to-date period ending June 30, 2021.

**IMPACT:** These reports help inform the Board and the public on ACPS financial activities through June 30, 2021.

### ATTACHMENTS:

1. Preliminary FY 2021 Monthly Financial Report for the fiscal year-to-date period ending June 30, 2021
2. FY 2021 Monthly Budget Transfer Over \$25,000 Report, June 2021

**CONTACT:** Dominic B. Turner, Chief Financial Officer, 703-619-8141