

**BOARD MEMO**

Date: October 01, 2020  
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 Cindy Anderson, Chair, and  
Members of the Alexandria City School Board

**TOPIC:** Preliminary FY 2020 Monthly Financial Report for the fiscal year-to-date period ending June 30, 2020

**ACPS 2025 STRATEGIC PLAN GOAL:**  
Goal 4: Strategic Resource Allocation

**SY 2019-2020 FOCUS AREA:**  
Focus Area 2: Budget Process  
Focus Area 5: Strategic Plan

**FY 2020 BUDGET PRIORITY:**  
Communications and Customer Service for External Stakeholders  
Communications and Customer Service for Internal Stakeholders

**SUMMARY:** Preliminary year- to-date report of revenue and expenditures as of June 30, 2020.

**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 2020 Final Budget as adopted by the School Board on June 06, 2019, the revised budget of record as of June 30, 2020 including all adjustments and transfers, all actual revenue earned and expenditures incurred as of June 30, 2020, 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 seven budget transfers meeting this criterion in June. Operating Funds were transferred within Facilities and Operations to Educational Facilities to fund moving services for end-of-year delivery and packing support, within various Teaching, Learning, & Leadership Offices to Elementary School Instructions to purchase book and kits for summer learning, and within Technology Services for June wireless service, laptops for Administrators and Teachers, and printing services for report cards.

Title I Part A Grant Funds were transferred within Title I Program for Jefferson-Houston stipends, Federal

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Miscellaneous Funds were transferred within the Office of School, Business, and Community Engagement for student's home learning supplies, PPE supplies, and thermometer batteries, and VPI Grant Funds were transferred within Pre-Kindergarten Program to purchase kits to support summer learning.

**RECOMMENDATION:** The Superintendent recommends the School Board accept the Preliminary FY 2020 Monthly Financial Report for the fiscal year-to-date period ending June 30, 2020.

**IMPACT:** These reports help inform the Board and the public on ACPS financial activities through June 30, 2020.

**ATTACHMENTS:**

1. Preliminary FY 2020 Monthly Financial Report for the fiscal year-to-date period ending June 30, 2020
2. FY 2020 Monthly Budget Transfer Over \$25,000 Report, June 2020

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