

Alexandria City Public Schools Budget Transfer Report

**Second Quarter
FY 2022**

The purpose of this preliminary budget transfer report is to allow the Board to monitor large budget transfers that shift funds across major expenditure groups as defined by the State Categories as shown on the table here.

<u>State Categories</u>
1 – Instruction
2 – Administration, Attendance, and Health
3 – Pupil Transportation
4 – Operations and Maintenance
5 – School Food Services and Other Non-Instructional Operations
6 – Facilities
7 – Debt Service and Fund Transfers
8 – Technology
9 – Contingency Reserves

There are many factors that impact budget transfers from one year to the next, such as grant amendments and reconciliations, organizational changes, unforeseen expenditures, account code

corrections, and allocations to schools of centrally budgeted items including positions.

The below table shows the distribution of budget transfers by quarter for FY 2017 through FY 2022. A total of 142 budget transfers have been processed during the second quarter (Q2) of FY 2022.

In this Q2 of FY 2022, the number of budget transfers increased by 36.5 percent compared to the same quarter last year (Q2 FY 2021). Budget Office staff continue to work with schools and departments to perform regular budgetary reviews throughout the year in an effort to minimize the budget adjustments needed throughout the fiscal year.

Budget transfers must net to zero. To measure the value of budget transfers, only one “side” (to or from) of the transaction is measured.

A summary of the budget transfers greater than \$25,000 processed during the Q2 of FY 2022 is shown in the table on the following pages.

PERIOD	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Q1	171	111	159	202	114	127
Q2	135	144	154	180	104	142
Q3	236	179	258	225	140	
Q4	376	297	300	132	267	
YTD Total	918	731	871	607	625	269

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Details of the budget transfers meeting the reporting criteria are shown on the following pages.

Over \$25K Budget Transfers - For Fiscal Year 2022 and Fiscal Period Between 04 and 06

JE No	Transfer	Fund Title	Department Title	Function Group Title	Program Group Title	Object Title	Total	Comments		
40240	From	Operating Fund	Technology Services	Tech - Management & Admin	Technology Services Management	Other Operating Supplies	(4,750.89)	Funding for division-wide Microsoft renewal for staff.		
				Tech - Instructional Support		Software/Online Charges	(62,061.33)			
						Telecommunications	(4,750.89)			
						Audiovisual Supplies <\$5000	(4,750.89)			
						Cap Addl-Audio Visual	(4,750.89)			
	To	Tech - Classroom Instruction	Cap Repl-Audio Visual	(4,750.89)						
			Tech - Management & Admin		Software Maintenance	85,815.78				
40,240 Total							-			
40246	From	CARES Act	Technology Services	Tech - Classroom Instruction	Technology Services Management	Other Technology Equip <\$5000	(115.29)	To align ESSER I amendment 6; for Contracted Services and online subscriptions; for new laptop, external hard drive backup, flash drive, and supplies; and to cover shortfall in equipment.		
						Software Maintenance	(53,784.16)			
						Audiovisual Supplies <\$5000	(89.00)			
						Janitorial Supplies	(444.87)			
						Dues/ Association Memberships	(551.05)			
	To	Facilities & Operations	Ed Facilities - Buildings	Maintenance & Custodial Svcs	Health Safety Supplies/Equip	(12,205.88)				
					AVID/College Readiness	Classroom Instruction	AVID Adv Via Ind Determination		Staff Development Services	5,000.00
					Community Partnerships & Engag	Improvement of Instruction	Elementary Core		Software Maintenance	15,000.00
						Tech - Management & Admin	Partnerships&Civic Engagement		Other Operating Supplies	20,000.00
									Instructional Services	25,190.25
				Other Technology Equip <\$5000	2,000.00					
40,246 Total							-			
40338	From	Operating Fund	Talent Development	Classroom Instruction	Family Life Education	Staff Development Services	(385.00)	For software online to assist with paying the FY 21-22 Professional Learning James Stronge License		
				Improvement of Instruction	Reading	Staff Development Services	(30,000.00)			
	To	Tech - Instructional Support	Improvement of Instruction-Reg	Software/Online Charges	30,385.00					
40,338 Total							-			
40363	From	Operating Fund	Francis C. Hammond MS	Classroom Instruction	Business & Information Tech	Teacher	(25,000.00)	Use of Vacancy Savings at FCH, GWV, and ACHS to fund request for additional SSOs per F&O-Safety & Security		
						English Learner Services	Teacher		(25,000.00)	
						Other Special Education	Teacher		(25,000.00)	
						Social Studies	Teacher		(25,000.00)	
				Improvement of Instruction	World Languages	Teacher Specialist/ Coach	(25,000.00)			
				Ed Facilities - Buildings	Maintenance & Custodial Svcs	Custodian	(25,000.00)			
						George Washington MS	Classroom Instruction		English	Teacher
				Alexandria City HS King St	Classroom Instruction	Autism	Teacher		(25,000.00)	
						Health and Physical Education	Teacher		(25,000.00)	
						Mathematics	Teacher		(75,000.00)	
						Spanish	Teacher		(25,000.00)	
						Emotional Disabilities	Teacher		(25,000.00)	
				To	Safety & Security Services	Ed Facilities - Security	Safety & Security Svcs		Security Services	350,000.00
	40,363 Total								-	

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JE No	Transfer	Fund Title	Department Title	Function Group Title	Program Group Title	Object Title	Total	Comments
40411	From	Operating Fund	Technology Services	Tech - Instructional Support	Technology Services Management	Software/Online Charges	(3,103.54)	To provide funds for school district's PowerSchool SIS, Maintenance & Support, and Ecollect forms renewal.
				Tech - Classroom Instruction		Software/Online Charges	(3,103.54)	
						Computer Network Services	(23,366.79)	
	To	Tech - Management & Admin	Software Maintenance	29,573.87				
40,411 Total							-	
40432	From	ESSER II	Ofc. of Schl. Bus. & Com Partn	Community Services	Schl Engagement&Public Outreac	Other Miscellaneous Charges	(130,200.00)	For Instructional Services to cover a variety of project-based and enrichment sessions. For Instructional Supplies for consumable material costs needed for student activities and for learning supplies
							Instructional Supplies	
	To		Instructional Services	120,200.00				
40,432 Total							-	
50002	From	Operating Fund	Technology Services	Tech - Management & Admin	Technology Services Management	Comp Equip Maint & Repair	(27,480.00)	Funding for helpdesk ticket requests that come in for staff and students.
						Tech - Instructional Support	Cap Addl-Tech Hardware	
50,002 Total							-	
50003	From	Food and Nutrition Services	School Nutrition Services	School Nutrition Services	Food Services	Wholesale Groceries	(100,000.00)	For other operating supplies to pay for additional trays and serving utensils.
							Dairy Products	
To		Other Operating Supplies	150,000.00					
50,003 Total							-	
50013	From	Operating Fund	Douglas MacArthur ES	Health Services	Health	FICA	(4,765.65)	Use of vacancy savings to fund contractors to support DM in nursing services and FTD in psychological services.
						Medicare	(1,114.55)	
						VRS RHIC	(956.70)	
						VRS Group Life Insurance	(145.29)	
						Hospital/Medical Plans	(5,200.13)	
						Dental Insurance	(278.76)	
						Nurse	(76,865.31)	
						ICMA Defined Contribution	(2,268.12)	
						LT Disability Ins- Hybrid	(161.11)	
			VRS Benefits Hybrid Plan	(10,585.97)				
			Short-Term Disability - Hybrid	(176.30)				
			Ferdinand T. Day ES	Psychological Services	Psychological Services	FICA	(6,284.51)	
						Medicare	(1,469.76)	
						VRS RHIC	(1,226.49)	
						VRS Group Life Insurance	(228.07)	
						Hospital/Medical Plans	(15,256.00)	
						Dental Insurance	(803.72)	
						ICMA Defined Contribution	(3,040.89)	
	LT Disability Ins- Hybrid	(202.73)						
	VRS Benefits Hybrid Plan	(13,805.64)						
	Short-Term Disability - Hybrid	(223.00)						
	To	Student Services	Health Services	Health	Psychologist	(101,363.00)		
Professional Temp					143,903.81			
Psychological Services					102,517.89			
50,013 Total							-	

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60160	From	Operating Fund	Technology Services	Tech - Management & Admin	Technology Services Management	Other Printing & Binding	(8,756.57)	To fund the district's Qualtrics renewal (Symptom checker & contact tracing) and for replacement laptop backpack for Technology Services Technicians.
						Other Operating Supplies	(350.00)	
						Comp Equip Maint & Repair	(26,521.48)	
	To			Tech - Instructional Support		Other Professional Services	(6,606.38)	
				Tech - Management & Admin		Uniforms & Wearing Apparel	350.00	
				Tech - Classroom Instruction		Software/Online Charges	41,884.43	
60,160 Total							-	
60208	From	Operating Fund	Division-Wide Human Resources	Classroom Instruction	Elementary Core	Teacher Substitutes	(350,000.00)	To provide Division-wide temporary staffing
	To			Personnel Services	Compensation and Benefits	Clerical/Technical Temp	350,000.00	
60,208 Total							-	
Grand Total							-	