

Date: September 7, 2017

For ACTION _____

For INFORMATION X

Board Agenda: Yes X
No _____

FROM: Michael R. Herbstman, Chief Financial Officer

THROUGH: Lois F. Berlin, Ed.D., Interim Superintendent of Schools

TO: The Honorable Ramee A. Gentry, Chair, and Members of the Alexandria City School Board

TOPIC: FY 2019 Budget Process Resolution and Rules of Engagement

BACKGROUND: Each year, the School Board establishes the process by which the Capital Improvement Program (CIP) and Combined Funds budgets will be developed, discussed, amended and ultimately approved through the adoption of a budget process resolution and the associated rules of engagement. The rules of engagement were developed and approved two years ago to establish written guidelines that all School Board members must follow throughout the budget process regarding the submission of budget questions and add/delete recommendations.

SUMMARY: The FY 2019 Budget Process Resolution and Rules of Engagement remain consistent with last year's versions. Minor changes were made to clarify the number of co-sponsors required for an add-delete item to be prioritized. Additional dates were added to include further details about the co-sponsorship and budget question timelines.

RECOMMENDATION: The Superintendent recommends that the School Board review the FY 2019 Budget Process Resolution and Rules of Engagement.

IMPACT: Finalizing and adopting the FY 2019 Budget Process Resolution and Rules of Engagement will clarify the roles and responsibilities of the Board and Staff throughout the annual budget process. Additionally, these documents provide greater transparency to the community and other stakeholders.

CONTACT PERSON: Mike Herbstman, 703-619-8098

ATTACHMENTS:

- 1) FY 2019 Budget Process Resolution
- 2) FY 2019 Rules of Engagement