

BOARD MEMO

Date: January 7, 2021
For ACTION
For INFORMATION
Board Agenda: Yes
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: Delegation of Authority for Financial Functions

ACPS 2025 STRATEGIC PLAN GOAL:

Goal 4: Strategic Resource Allocation

SY 2020-2021 FOCUS AREA:

Focus Area 1: Reopening of School
Focus Area 2: Policy Equity Audit
Focus Area 3: Strategic Plan Implementation
Focus Area 4: Renaming of Schools
Focus Area 5: Academic Disparities

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
Communications and Customer Service for Internal Stakeholders

SUMMARY:

The attached motion delegates authority to specific staff positions to perform financial functions on behalf of the School Board and modifies the previous version approved by the Board on June 19, 2020. This revision has substituted position names in place of the

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staff member name who holds that position in order to continue to conduct business should that staff member vacate their position.

All other terms remain unchanged from the motion to Adopt Delegation of Authority approved June 19, 2020 by the School Board.

Adoption of the Delegation of Authority for Financial Functions will provide appropriate authorizations to ACPS staff positions to perform their duties in financial management and procurement. Upon adoption, this delegation of authority will become effective immediately.

BACKGROUND:

The Code of Virginia allows School Boards to delegate their authority to staff members holding specific positions as Agents of the School Board to perform certain financial functions. ACPS policies also have additional provisions for the delegation of School Board authority.

RECOMMENDATION:

The Superintendent recommends that the School Board approve the Delegation of Authority for Financial Functions.

IMPACT:

Adoption of this motion will provide appropriate authorizations to ACPS staff positions to perform their duties in financial management and procurement.

ATTACHMENTS:

1. Motion to Approve Delegation of Authority for Financial Functions

REFERENCES:

N/A

CONTACT:

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