

**BOARD MEMO**

Date: February 06, 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 December 31, 2019

**ACPS 2020 STRATEGIC PLAN GOAL:**

Goal 6: Effective and Efficient Operations

**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 December 31, 2019.

**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 December 31, 2019 including all adjustments and transfers, all actual revenue earned and expenditures incurred as of December 31, 2019, 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 December. Operating Funds were transferred within Pupil Transportation for public carriers, within Division-Wide Human Resources for temporary staffing at various schools and offices, and within Technology Services for monthly phone service, PowerSchool audit, and Pearson SchoolNet renewal.

Grant funds for Title I, Part A, were transferred within Francis C. Hammond for casual employee to support counseling. Additionally, grant funds for State Miscellaneous Funds were transferred within

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various schools as part of the budget load for STEM Teacher Recruitment and Retention Incentive Award.

**RECOMMENDATION:** The Superintendent recommends the School Board accept the Preliminary FY 2020 Monthly Financial Report for the fiscal year-to-date period ending December 31, 2019.

**IMPACT:** These reports help inform the Board and the public on ACPS financial activities through December 31, 2019.

**ATTACHMENTS:**

1. Preliminary FY 2020 Monthly Financial Report for the fiscal year-to-date period ending December 31, 2019
2. FY 2020 Monthly Budget Transfer Over \$25,000 Report, December 2019

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