

BOARD MEMO

Date: December 15, 2022

For ACTION ☒

For INFORMATION ☐

Board Agenda: Yes ☒

No ☐

FROM: Dominic B. Turner, Chief Financial Officer

THROUGH: Melanie Kay-Wyatt, Ed.D., Interim Superintendent of Schools

TO: The Honorable Meagan L. Alderton, Chair, and
Members of the Alexandria City School Board

TOPIC: Preliminary FY 2023 Monthly Financial Report for the fiscal year-to-date period
ending October 31, 2022

ACPS 2025 STRATEGIC PLAN GOAL:

Goal 4: Strategic Resource Allocation

SY 2022-2023 FOCUS AREA:

Strategic Plan Implementation

FY 2023 BUDGET PRIORITY:

Special Instruction Evaluation Implementation as a part of the Strategic Plan

Staff Evaluations

K-4 Literacy

Equitable TAG Identification of Black and Hispanic Students

Address Chronic Absenteeism & High School Graduation Rate Among Hispanic Male Students

Social and Emotional Supports for Students

Expand Access and Improve Quality of Out of School Learning

Implementation of Customer Relationship Management System

Development of a Comprehensive ACPS Communication Plan

Expand Cultural Competency Training to ACPS Families

SUMMARY:

Preliminary year- to-date report of revenue and expenditures as of October 31, 2022.

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 2023 Final Budget as adopted by the School Board on June 02, 2022, the revised budget of record as of October 31, 2022 including all

BOARD MEMO

adjustments and transfers, all actual revenue earned and expenditures incurred, 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 15 budget transfers meeting this criterion in October. Funds were transferred within schools and/or departments for the following reasons:

Operating Fund

- Within James K. Polk to fund for additional Custodian Intermittent pay due to vacancies
- Within Facilities and Operations to fund for Custodial services at 1703 N. Beauregard
- Within ACHS Minnie Howard to fund School Engagement/Community Services
- Within Facilities and Operations to fund for HVAC Maintenance contract

Grant and Special Projects

- Within Patrick Henry Title I Part A Grant for fund instructional supplies across all grades
- Within Instructional Supports' ESSER II Grant to reflect amended grant priorities and reallocation of resources
- Within James K. Polk Title I Part A Grant for fund technology equipment
- From various Departments/Offices' ESSER III Grant to provide for reprioritize social, emotional, and academic supports by reprioritizing vacancy savings to fund professional services from contracted vendors, in addition to other services

RECOMMENDATION:

The Interim Superintendent recommends that the School Board accept the Preliminary FY 2023 Monthly Financial Report for the fiscal year-to-date period ending October 31, 2022.

IMPACT:

These reports help inform the Board and the public on ACPS financial activities through October 31, 2022.

ATTACHMENTS:

1. Preliminary FY 2023 Monthly Financial Report for the fiscal year-to-date period ending October 31, 2022
2. FY 2023 Monthly Budget Transfer Over \$25,000 Report, October 2022

CONTACT:

Dominic B. Turner, Chief Financial Officer, 703-619-8141