

**BOARD MEMO**

Date: January 4, 2022  
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:** 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 2021-2022 FOCUS AREA:**

Focus Area 1: Social Emotional and Academic Learning Recovery  
Focus Area 2: Hispanic Males  
Focus Area 3: Middle School Educational Experience  
Focus Area 4: Early College  
Focus Area 5: Talented and Gifted

**FY 2022 BUDGET PRIORITY:**

Implementation of 2025 Strategic Plan  
Implementation of Equity Audit of School Board Policies  
K-4 Literacy Continued Implementation  
Reduce Disproportionality in TAG and Advanced Courses  
Complete Educational Programming Design for HS Project  
Implement Monitoring System for Specialized Instruction Action Plan  
MTSS Implementation with Restorative Practices and PBIS  
Stress/Counseling Support especially around Trauma  
Customer Management System  
Continue Engagement with Hispanic Families to Improve Graduation and Chronic Absenteeism  
Professional Learning and Cultural Competency Training for all Staff and Partners

**SUMMARY:**

The attached motion delegates authority to specific staff positions to perform financial functions on behalf of the School Board and is adopted each January at the School Board Organizational Meeting.

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.

## BOARD MEMO

### **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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