

**BOARD MEMO**

Date: October 21, 2021  
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 Meagan L. Alderton, Chair, and  
Members of the Alexandria City School Board

**TOPIC:** Preliminary FY 2022 Monthly Financial Report for the fiscal year-to-date period ending August 31, 2021

**ACPS 2025 STRATEGIC PLAN GOAL:**  
Goal 4: Strategic Resource Allocation

**SY 2021-2022 FOCUS AREA:**  
Strategic Plan Implementation

**FY 2022 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 that incorporates all modes of communication  
Expand cultural competency training to ACPS families

**SUMMARY:** Preliminary year- to-date report of revenue and expenditures as of August 31, 2021.

**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 2022 Final Budget as adopted by the School Board on June 03, 2021, the revised budget of record as of August 31, 2021 including all adjustments and transfers, all actual revenue earned and expenditures incurred as of August 31, 2021, 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.

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There are five budget transfers meeting this criterion in August. Funds were transferred within schools and/or departments for the following reasons:

### Operating Fund

- From Division-wide FSD Reserve to Facilities & Operations for cost associated with renaming of the schools
- Within Alexandria City High School King Street for contracting services to support Health
- Within Literacy for staff to attend Region 4, VDOE, and NOVEL meetings

### Grant and Special Projects Fund

- Within Specialized Instruction's CARES Act Grant to pay for professional temporary staffing in Health Services
- Within Career and Technical Education's Perkins V Grant to correct the beginning balance assignment of funds

**RECOMMENDATION:** The Superintendent recommends the School Board accept the Preliminary FY 2022 Monthly Financial Report for the fiscal year-to-date period ending August 31, 2021.

**IMPACT:** These reports help inform the Board and the public on ACPS financial activities through August 31, 2021.

### ATTACHMENTS:

1. Preliminary FY 2022 Monthly Financial Report for the fiscal year-to-date period ending August 31, 2021
2. FY 2022 Monthly Budget Transfer Over \$25,000 Report, August 2021

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