

BOARD MEMO

Date: June 06, 2024

For ACTION x

For INFORMATION

FROM: Dominic B. Turner, Chief Financial Officer

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

TO: The Honorable Michelle Rief, Chair, and
Members of the Alexandria City School Board

TOPIC: Preliminary FY 2024 Monthly Financial Report for the fiscal year-to-date period
ending April 30, 2024

ACPS 2025 STRATEGIC PLAN GOAL:

Goal 4: Strategic Resource Allocation

SY 2023-2024 FOCUS AREA:

All

FY 2024 BUDGET PRIORITY:

All

SUMMARY:

Preliminary year- to-date report of revenue and expenditures as of April 30, 2024.

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 2024 Final Budget as adopted by the School Board on June 01, 2023, the revised budget of record as of April 30, 2024 including all 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 17 budget transfers meeting this criterion in April. Funds were transferred within schools and/or departments for the following reasons:

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Operating Fund

- Within Facilities and Operations for maintenance shop repair at all schools
- Within Mount Vernon for end of year spending
- Within Technology Services to fund FOIA professional temp, landlines, wireless communications, end-point security phase 1, and Excella team coaching
- Within School Improvement for PowerSchool Performance Matters software
- Within AVID/College Readiness for Summer Institute training, booklet print projects, and classroom supplies
- Within Talented and Gifted Programs for substitute pay, refreshments, and supplies
- Within the Office of School, Business and Community Partnerships for staff professional development and to fund KH Consulting agreement

Grant and Special Projects Fund

- Within ESSER III Grant Funds to Division-wide Human Resources for recruitment and retention payments
- Within ESSER III Grant Funds to Technology Services for end-point security phase 1 and Excella team coaching
- Within ESSER III Grant Funds to Instructional Support for Communities in Schools' instructional services
- Within ESSER III Grant Funds to Student Services for translation services, temporary staffing services, intermittent pay, and software/online charges
- Within ESSER III Grant Funds to Specialized Instruction for temporary staffing services
- Within Title I, Part A Grant Funds to William Ramsay for classroom instructional supplies
- Within Title IV, Part A Grant Funds to the Office of School, Business and Community Partnerships for lamps and projectors at George Washington

School Nutrition Fund

- Within School Nutrition Services to purchase fresh produce and bakery products for the remaining school year

RECOMMENDATION:

The Superintendent recommends that the School Board accept the Preliminary FY 2024 Monthly Financial Report for the fiscal year-to-date period ending April 30, 2024.

IMPACT:

These reports help inform the Board and the public on ACPS financial activities through April 30, 2024.

ATTACHMENTS:

1. Preliminary FY 2024 Monthly Financial Report for the fiscal year-to-date period ending April 30, 2024
2. FY 2024 Monthly Budget Transfer Over \$25,000 Report, April 2024

CONTACT:

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