

# Issue Analysis Form



**Date:** January 24, 2023  
**Item:** School Textbook Fund  
 Appropriation of Fund  
 Balance –FY2023 \$136,441  
**Lead Department(s):** County Finance / School  
 Finance  
**Contact Person(s):** Betsy Drewry

## Description and Current Status

On January 9 2023 the Prince George County School Board approved an increase in the FY2023 School Textbook Fund budget. At the end of FY2022, the School Textbook Fund had a fund balance of \$136,441 (audited number). See image of ACFR Exhibit 42 below.

COUNTY OF PRINCE GEORGE, VIRGINIA

Exhibit 42

Combining Statement of Revenues, Expenditures, and Changes in Fund Balances  
 Governmental Funds - Discretely Presented Component Unit - School Board  
 For the Year Ended June 30, 2022

	Major Fund		Nonmajor Funds			Total Governmental Funds
	School Operating Fund	School Cafeteria Fund	Adult Basic Education Fund	Textbook Fund	School Activity Funds	
<b>REVENUES</b>						
Charges for services	\$ 29,930	\$ 322,276	\$ 79,593	\$ -	\$ -	\$ 431,799
Miscellaneous	72,169	-	-	-	847,055	919,224
Recovered costs	99,730	-	-	-	-	99,730
Intergovernmental:						
County contribution to school board	15,703,563	-	-	163,385	-	15,866,948
Commonwealth	47,650,905	60,261	221,324	481,439	-	48,413,929
Federal	11,119,916	4,567,077	417,292	-	-	16,104,285
<b>Total revenues</b>	<b>\$ 74,676,213</b>	<b>\$ 4,949,614</b>	<b>\$ 718,209</b>	<b>\$ 644,824</b>	<b>\$ 847,055</b>	<b>\$ 81,835,915</b>
<b>EXPENDITURES</b>						
Current:						
Education	\$ 74,676,213	\$ 4,061,762	\$ 716,499	\$ 517,417	\$ 742,932	\$ 80,714,823
<b>Total expenditures</b>	<b>\$ 74,676,213</b>	<b>\$ 4,061,762</b>	<b>\$ 716,499</b>	<b>\$ 517,417</b>	<b>\$ 742,932</b>	<b>\$ 80,714,823</b>
<b>Net change in fund balances</b>	<b>\$ -</b>	<b>\$ 887,852</b>	<b>\$ 1,710</b>	<b>\$ 127,407</b>	<b>\$ 104,123</b>	<b>\$ 1,121,092</b>
Fund balances - beginning	200	724,190	277,076	9,034	695,216	1,705,716
Fund balances - ending	\$ 200	\$ 1,612,042	\$ 278,786	\$ 136,441	\$ 799,339	\$ 2,826,808



The School division requests the appropriation of FY2022 ending fund balance for use in FY2023.

Supporting documentation from School Administration is included as **Attachment A**.

The appropriation request is for the School Textbook Fund (0540), a fund that does carry a fund balance, unlike the School Operating Fund.

**Board Action Requested:**

Approve appropriation of audited June 30, 2022 School Textbook Fund, Fund Balance of \$136,441 for use in FY2022-23.

A draft resolution for budget amendment / appropriation is attached for Board consideration.

**Appropriation Entry:**

**School Operating Fund (0540)**

**Revenue:**

School Textbook Fund, Fund Balance  
0540-40-900-8208-00000-000-000-000-399999 \$136,441

**Expenditure:**

Textbooks - New  
0540-06-201-6004-61100-100-900-000-46012 \$136,441

**Government Path**

- Does this require IDA action?  Yes  No
- Does this require BZA action?  Yes  No
- Does This require Planning Commission Action?  Yes  No
- Does this require Board of Supervisors action?  Yes  No
- Does this require a public hearing?  Yes  No
- If so, before what date?  Yes  No

**Fiscal Impact Statement**

Increase in FY2023 appropriation of School textbook funds totaling \$136,441 (fund balance amount as of June 30, 2022). There is no local funding impact.

**County Impact**

Action makes available for the School Division additional resources to make textbook purchases. There is no local funding impact.

**Notes**



**Agenda Item Details**

Meeting Jan 09, 2023 - JANUARY 9, 2023 - REGULAR SCHOOL BOARD MEETING

Category K. ACTION ITEMS

Subject 9. Request for Approval for Supplemental Appropriation to the Textbook Fund (0520) FY23 Budget - Monique Barnes

Type Action

Recommended Action To approve and refer to the Board of Supervisors for the total appropriation of \$136,441 for these funds to be included in the FY23 Textbook Fund for the division.

**TOPIC:**

Request for Supplemental Appropriation of the FY23 Fund Balance for the Textbook Fund (0520).

**RATIONALE:**

Upon completion of the FY22 audit and publishing of the County's Annual Comprehensive Financial Report (ACFR) it has been confirmed that the year-end fund balance for the Textbook Fund, Fund 0520 is \$136,441. So that PGCPS may spend the balance, a supplemental appropriation by the School Board and approved by the Board of Supervisors is required to increase the FY23 budget.

**Revenue:**

Use of Fund Balance:

0520-40-900-8208-00000-000-000-000-399999	\$136,441
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**Expenditure:**

Textbook - New	
0520-06-201-6004-61100-100-900-000-46012	\$136,441

**RECOMMENDATION:**

To approve and refer to the Board of Supervisors for the total appropriation of **\$136,441** for these funds to be included in the FY23 Textbook Fund for the division.

Board of Supervisors  
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this 24<sup>th</sup> day of January, 2023:

Present:

Vote:

Donald R. Hunter, Chairman  
T. J. Webb, Vice-Chairman  
Floyd M. Brown, Jr.  
Alan R. Carmichael  
Marlene J. Waymack

C-3

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried unanimously, the following Resolution was adopted:

**RESOLUTION; APPROPRIATION (\$136,441 SCHOOL TEXTBOOK FUND, FUND BALANCE)**

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 24<sup>th</sup> day of January, 2023, does hereby authorize the following increase of funds within the 2022-2023 Budget, such line items increased as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
<b>SCHOOL TEXTBOOK FUND</b>	
<u>Expenditure:</u>	
Textbooks - New	
0520-06-201-6004-61100-100-900-000-46012	\$136,441.00
 <u>Revenue:</u>	
Textbook Fund, Fund Balance	
0520-40-900-8208-00000-000-000-000-399999	\$136,441.00

A Copy Teste:

\_\_\_\_\_  
Jeffrey D. Stoke  
County Administrator