

# Issue Analysis Form



**Date:** February 12, 2019  
**Item:** School Impact Aid Appropriation  
**Lead Department(s):** County & School Finance  
**Contact Person(s):** Betsy Drewry

## Description and Current Status

The Prince George County School Board approved at its January 14, 2019 meeting a request for appropriation of **\$1,583,633.35** in excess Impact Aid funds for Fiscal Year 2018-2019. The school request documentation (memo) is attached (**see Attachment A**). A second memo was provided on February 4, 2019 that provides a listing of planned projects (**see Attachment B**).

A "screenshot" from the financial system of Budget to Actual for Impact for FYs 2019 (year-to-date), 2018 and 2017 is shown below.

<input type="text" value="..."/> SCHOOL	Acct	<input type="text" value="0500-30-000-0000-00000-000-000-333807-"/>	
<input type="text" value="..."/> SCHOOL OPE	Acct name	<input type="text" value="TITLE VIII- IMPACT AID"/>	
<input type="text" value="..."/> IMPACTAID	Type	<input type="text" value="Revenue"/>	Status <input type="text" value="Active"/>
<input type="text" value="..."/>	Rollup	<input type="text" value="..."/>	<input type="text" value="..."/>
<input type="text" value="..."/>	Sub-Rollup	<input type="text" value="..."/>	<input type="text" value="..."/>
<input type="checkbox"/> MultiYr Fund			

### History

	Fiscal Year 2019	Fiscal Year 2018	Fiscal Year 2017
<b>ADOPTED BUDGET</b>	-2,900,000.00	-3,100,000.00	-3,395,000.00
	.00	.00	.00
	.00	.00	.00
<b>FINAL BUDGET</b>	-2,900,000.00	-3,100,000.00	-3,395,000.00
<b>ACTUAL</b>	-4,653,336.46	-4,137,101.51	-4,957,777.86
	.00	.00	.00
	.00	.00	.00
<b>EXCESS</b>	<b>1,753,336.46</b>	<b>1,037,101.51</b>	<b>1,562,777.86</b>
	160.46	133.45	146.03

Posted	YR/Per	Jour...	Eff Dt	Src	Ref3	Ref4	Amount
Y	2019/07	243	01/15/19	CRP	P G COU SC	1-14-19	-1,583,633.35
Y	2019/05	144	11/05/18	CRP	DOEP TREA	11-5-18	-1,989,086.12
Y	2019/03	87	09/12/18	CRP	DOEP TREAS	PGCS	-426,770.37
Y	2019/02	312	08/24/18	CRP	DOEP TREAS	8-22-18	-653,846.62
<b>Total Amount</b>							<b>-4,653,336.46</b>

The requested appropriation increases are amounts above those included in the adopted FY2019 budget. The total request represents more than 1% of the adopted FY2019 County budget, so a public hearing is required is required if the appropriation is approved as submitted.

The FY2018-2019 County Adopted budget is \$116,080,356. **An appropriation of \$1,160,802 or less would not require a public hearing.**

**Action Requested:**

Consider approving school request of appropriation of Impact Aid Funds. The school system's listing of items would appropriate the funds to their **School Operating Fund (0500)**.

If amount of appropriation is \*\$1,160,803 or more, authorize advertisement of a public hearing. Public Hearing could be conducted on February 26, 2019. [See Resolution 1 & Draft Advertisement]

If amount of appropriation is \*\$1,160,802 or less appropriation could be approved at this meeting. [See Resolution 2]

**Government Path**

- |   |   |  |
|---|---|--|
| Does this require IDA action?   | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does this require BZA action?   | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does This require Planning Commission Action?   | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does this require Board of Supervisors action?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Does this require a public hearing? <b>[Depends on Amount being considered for approval]*</b> | <input checked="" type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| If so, before what date? 7 days prior to public hearing                                       | <input type="checkbox"/> Yes            | <input type="checkbox"/> No            |

**Fiscal Impact Statement**

**Total Increase in School Appropriation for FY2018-19 for approved amount.**

**County Impact**

**Notes**

School excess Impact Aid collections assisted the school division in offsetting state revenue shortfalls in fiscal years 2018 and 2017. Projected student numbers were lowered in the FY2019 School Budget. The School Finance Director has indicated that a state revenue shortfall is not projected for FY2019.



# Prince George County Public Schools

*A Commitment To Quality Education*

January 15, 2019

TO: Prince George County Board of Supervisors

FROM: Renee Williams, Superintendent

Re: Appropriation of Funds – Impact Aid Notification

At the Prince George County School Board's regular meeting on January 14, 2019, the board approved an appropriation for \$1,583,633.35 in Impact Aid funds for Fiscal Year 2018-2019. We respectfully bring this request to the Prince George County Board of Supervisor's for their approval as well.

As you know, the USDOE does not make full and final Impact Aid payments to eligible school systems until they have fully reviewed data points in each application. It usually takes several years to pay out an appropriation in full, which makes budgeting and projecting Impact Aid revenues both challenging and frustrating.

Collections for the fiscal year are as follows:

August 23, 2018	\$ 653,846.62 (FY2017)
September 12, 2018	\$ 426,770.37 (FY2018)
November 5, 2018	\$1,989,086.12 (FY2019)
Total Collections:	<u>\$3,069,703.11</u> (As of December 2018)

Impact Aid was budgeted at \$2,900,000. Prior to the December 4, 2018 notification, collections had exceeded the budgeted amount by \$169,703.11. We are requesting the additional appropriation for the amount stated in the recent notification from the Department of Education, in the amount of \$1,583,633.35. This will bring our budgeted amount to \$4,483,633.35. Once the funds have been received, the total revenue received will be \$4,653,336.46, leaving \$169,703.11 as surplus funds from that revenue source.

Expenditure and revenue amounts in the 2018-2019 operating budget should be increased as follows and will permit the school system to use these funds as designated by the School Board prior to the fiscal year end.

**Revenues-Federal:**

0500-30-000-0000-0000-000-000-333807	Impact Aid	\$1,583,633.35
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**Expenditures-Contingency**

0500-06-209-6011-69000-000-000-000-49199	Contingency-All Purchases	\$1,583,633.35
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Thank you for your continued support of Prince George County Public Schools.

Sincerely,

Renee Williams  
Superintendent

enclosure

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U.S. DEPARTMENT OF EDUCATION EMC OFFICE OF ELEMENTARY AND SECONDARY EDUCATION IMPACT AID PROGRAM WASHINGTON, D.C. 20202-6244  <b>VOUCHER FOR IMPACT AID SECTION 7003 PAYMENTS</b> <b>(TITLE VII of the Elementary and Secondary Education Act)</b>	Voucher Numbers 370529 2019-2		Fiscal Year 2019	Date 12/04/2018
	Total ADA 5,967.62	Total Membership 6,262	Application Number 56-VA-2019-0013	
	Local Contribution Rate & Type \$6,036.00 Local Contribution Pctg.		Total Current Expenditures \$60,821,000.00	
<p><b>Prince George County School Board</b>  <b>Attention: Mr. Rebecca Hicks</b>  <b>P.O. Box 400</b>  <b>Prince George, VA 23875</b></p>				Grantee DUNS Number: 80-753-7766
				Payee DUNS Number: 80-753-7766
				PR/Award#: S041B-2019-5286
				Pay Type: Interim
County: Prince George				

Negotiated Ratio 1.95299	Attendance Ratio = Prior-Year ADA / Prior-Year Membership = / 6,354	LOT% = 42.78%	TCE% = 14.56%	+ Membership% + 28.22%
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**SECTION 7003(b) BASIC SUPPORT PAYMENT** LOT Percent Paid: 89.0000%

Category	Membership	ADA	Weight	WSU	Max BSP	Full LOT	Prorated LOT
A) (i)	9	8.58	1.00	8.58	\$51,788.88	\$22,155.28	\$19,718.20
A) (ii)	0	0.00	1.00	0.00	\$0.00	\$0.00	\$0.00
B)	1,473	1,403.75	1.00	1,403.75	\$8,473,035.00	\$3,624,764.37	\$3,226,040.29
C)	0	0.00	1.25	0.00	\$0.00	\$0.00	\$0.00
D) (i)	283	269.70	0.20	53.94	\$325,581.84	\$139,283.91	\$123,962.68
D) (ii)	2	1.91	0.20	0.38	\$2,293.68	\$981.24	\$873.30
E)	0	0.00	0.10	0.00	\$0.00	\$0.00	\$0.00
F)	32	0.00	0.05	0.00	\$0.00	\$0.00	\$0.00
G) (i)	0	0.00	0.05	0.00	\$0.00	\$0.00	\$0.00
G) (ii)	0	0.00	0.05	0.00	\$0.00	\$0.00	\$0.00
<b>03(b) Total</b>	<b>1,799</b>	<b>1,683.94</b>		<b>1,466.65</b>	<b>\$8,852,699.40</b>	<b>\$3,787,184.80</b>	<b>\$3,370,594.47</b>
A) (ii)	0	0.00	1.00	0.00			\$0.00
B)	185	176.30	1.00	176.30			\$185,115.00
C)	0	0.00	1.00	0.00			\$0.00
D) (i)	34	32.40	0.50	16.20			\$17,010.00
D) (ii)	0	0.00	0.50	0.00			\$0.00
<b>03(d) Total</b>	<b>219</b>			<b>192.50</b>	<b>CWD Rate Paid: \$1,050.00/WSU</b>		<b>\$202,125.00</b>
<b>03(d) Maximum:</b>							<b>7003(d) Reduction</b>
003(e) Hold Harmless Increase							\$0.00
003(b)(2) Heavily Impacted Local Educational Agency:							\$0.00
005(d)(2) Late Applicant 10% Payment Reduction							\$0.00
007(a) Construction - Indian Lands							\$0.00
007(a) Construction - Uniformed Services							\$0.00
Other(1)							\$0.00
Other(2)							\$0.00
Other(3)							\$0.00
<b>Total Payments Summary</b>							<b>\$3,572,719.47</b>
<b>Prior Payments for this Fiscal Year</b>							<b>\$1,989,086.12</b>
<b>Overpayment</b>							<b>\$0.00</b>
<b>Amount Certified for Current Payment this Fiscal Year</b>							<b>\$1,583,633.35</b>
<b>Reductions for Prior Overpayments</b>							<b>\$0.00</b>
<b>Amount of Payment to Applicant</b>							<b>\$1,583,633.35</b>



# Prince George County Public Schools

*A Commitment To Quality Education*

February 1, 2019

TO: Percy Ashcraft, County Administrator  
Betsy Drewry, Deputy County Administrator, Finance  
FROM: Renee Williams, Superintendent  
Re: Appropriation of Funds – Impact Aid Notification

As requested, below is a compiled list of projects for which the School Board has expressed its intention to complete during FY19, requiring the supplemental appropriation of funds in the amount of \$1,583,633.35 in Impact Aid funds. We respectfully bring this request to the Prince George County Board of Supervisors for their approval as well.

## Technology

Wireless Infrastructure \$120,500

## Transportation

2 Special Ed Buses 231,800

## Maintenance and Operations

HVAC Repairs - J.E.J. Moore 28,900

Chiller & Installation 158,849

### Roof Maintenance

- Harrison Cafeteria, Bldgs A & D 655,000

### Electrical Switch Gears

- PGHS, N. B. Clements & North 50,400

### Electrical Work

- PGHS Locker Room/Restroom 33,293

Entrance Redesigns - Safety 100,000

Faithful + Gould Facility Index Study 79,892

Parking Lot Repairs 125,000

**Total** \$1,583,634

Thank you for your continued support of Prince George County Public Schools.

Sincerely,

Renee Williams  
Superintendent

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## Prince George County Public Schools

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*A Commitment To Quality Education*

DATE: February 4, 2019  
 TO: Percy Ashcraft / Betsy Drewry  
 FROM: Renée P. Williams, Superintendent *RW*  
 SUBJECT: USE OF IMPACT AIDE SUPPLEMENTAL APPROPRIATION

### TECHNOLOGY

#### **Wireless/Infrastructure**

**\$120,500**

As a result of meeting the Virginia Development of Educators Standards of Learning, the Standard of Accreditation and increasing the usage of technology in instruction and the kind of network traffic we now generate, we are outgrowing our wireless capabilities. There is an urgent need to replace all of our current access points in our schools and to add access points to chronic problem areas.

The amount of technology that is currently being used has grown tremendously. In 2011-12 we had 2,100 computers. That number grew to 3,400 in 2015-16. For the 2018-19 school year, we have 4,626 school-owned computers. That number does not include school owned iPads, student and teacher cell phones and other devices trying to hit access points. It is possible that 75 devices are trying to hit access points designed to handle 25-30 concurrent connections.

### TRANSPORTATION

#### **2 Special Education Buses**

**\$231,800**

We currently have two Special Education buses that are at or about 200,000 miles. The Code of Virginia requires replacing buses at 200,000 miles. We currently have seven special education buses that transport 83 students with special needs. The transportation needs of these students cannot be met on regular buses.

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**MAINTENANCE AND OPERATIONS**

1. J.E.J. Moore Middle School
  - **HVAC Repairs** \$ 28,900  
Johnson Controls completed a study of the HVAC System at J.E.J. Moore Middle School in September 2018. The study indicated that 110 VAV boxes Located in classroom need to be replace.
  - **Chiller and Installation** \$158,849  
J.E.J. Moore has two (2) chillers, one of which is not functioning and needs to be replaced.
  
2. David A. Harrison Elementary School
  - **Roof Maintenance – Cafeteria, Buildings A & D** \$655,000  
Monarch Consulting completed an evaluation of the roof on each building in November in 2014. The evaluations indicated needs for David A. Elementary School roof:
 

Cafeteria	\$110,000
Building A	\$165,000
Building D	\$380,000

 Estimated costs per Monarch Consulting
  
3. Prince George High School, N.B. Clements Junior High School and North Elementary
  - **Electrical Switch Gears** \$ 50,400
    - \* Prince George High School \$14,940  
Equipment to be Maintained:
      - Switchboard 1
        - Sections QTY (6)
        - 3000A GE BPS QTY (1)
        - Insulated Case Electronic Trip QTY (9)
        - MC Brks 70-125A QTY (20)
    - \* N.B. Clements Junior High \$19,310  
Equipment to be Maintained:
      - Switchboard 1
        - Sections QTY (6)
        - 2000A Bolt Loc BPS QTY (1)
        - 800 A Brks Electronic Trip QTY (3)
        - MC Brks 70-125A QTY (13)
      - Switchboard 2
        - Sections QTY (2)
        - 2000A Bolt Loc BPS QTY (1)
        - MC Brks QTY (19)

- \* North Elementary School      \$16,150.00  
 Equipment to be Maintained:  
     Switchboard 1
  - Sections QTY (6)
  - 3000A GE BPS QTY (1)
  - Insulated Case Electronic Trip QTY (9)
  - MC Brks 70-125A QTY (20)
  
- 4. Prince George High School Locker Room/Restroom      \$ 33,293
  - **Electrical Work**  
 To replace fixtures and lighting in the locker rooms
  
- 5. Prince George High School, N.B. Clements Junior High School and J.E.J. Moore Middle School      \$100,000
  - **Safety – Main Vestibule Security**  
 Each of the secondary schools have controlled access to enter the building. A security vestibule will be added to each school in order to have controlled access to enter other areas of the building.
  
- 6. **Facility Index Study**      \$ 75,000  
 A study of all facilities will be conducted of each facility that will include a facility condition assessment, an educational adequacy assessment, and an operations and maintenance review. A ten-year plan with cost analysis will be developed. The final report will provide information that can be used in the Budget and Capital Improvement Process.
  
- 7. **Prince George High School Parking Lot Repairs**      \$125,000  
 The parking lot repairs at Prince George High School will consist of the bus ramp area and main drop off area in front of the school.

These special projects reflect non-recurring expenses.

RPW/rbk



**DRAFT ADVERTISEMENT**

COUNTY OF PRINCE GEORGE

NOTICE OF PUBLIC HEARING

PROPOSED AMENDMENT TO FY19 BUDGET

Notice is hereby given pursuant to Section 15.2-2506, Code of Virginia (1950, as amended), that the Prince George County Board of Supervisors will conduct a public hearing for the purpose of receiving comments on the proposed Amendment to the Prince George County Annual Fiscal Plan (the "Budget") during its regular meeting of Tuesday, February 26, 2019, beginning at 7:30 p.m., in the Boardroom of the County Administration Building, Third Floor, 6602 Courts Drive, Prince George, Virginia, for the Fiscal Year beginning July 1, 2018 and ending June 30, 2019.

The County adopted its FY19 budget on May 8, 2018 with the estimated School Federal Impact Aid revenues of \$2,900,000. Actual School Federal Impact Aid revenues collected to date in FY19 total \$4,653,336.46, and exceed the estimated amount by \$1,753,336.46. The School Division has requested that \$1,583,633.35 be appropriated for use on various school capital improvements in FY19.

A copy of the related material can be examined in the County Administration Department of the County Administration Building. The building is open from Monday - Friday, 8:30 AM - 5:00 PM.

By Authority of

Percy C. Ashcraft

County Administrator

COUNTY OF PRINCE GEORGE

RESOLUTION 1

R-19-

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 12<sup>th</sup> day of February, 2019:

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Present:

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

Vote:

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A-\_\_

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

RESOLUTION; AUTHORITY TO ADVERTISE A PUBLIC HEARING FOR AN APPROPRIATION OF \$1,583,633.35 FOR FY2019 SCHOOL IMPACT AID FUNDS)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12<sup>th</sup> day of February, 2019, does hereby authorize the advertisement of a public hearing for an appropriation of \$1,583,633.35 for FY2019 School Division Impact Aid Funds.

A Copy Teste:

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Percy C. Ashcraft  
County Administrator

RESOLUTION 2

R-19-

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 12<sup>th</sup> day of February, 2019:

<u>Present:</u>	<u>Vote:</u>
Donald R. Hunter, Chairman	
Floyd M. Brown, Jr., Vice-Chairman	
Alan R. Carmichael, Jr.	
Marlene J. Waymack	
T. J. Webb	

A-\_\_\_\_

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

RESOLUTION; BUDGET AMENDMENT AND APPROPRIATION  
(\$ \_\_\_\_\_ **[\$1,160,802 OR LESS]** FY19 SCHOOL IMPACT AID FUNDS)

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 12<sup>th</sup> day of February, 2019, does hereby authorize and appropriate the following increase of funds within the **2018-2019 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 Operating Fund</b>	
<b>Revenues:</b>	
0500-30-000-000-333807 Impact Aid Revenue	<b>[\$1,160,802 OR LESS]</b> \$ _____
<b>Expenditures:</b>	
0500-VARIOUS ACCTS Expenditures	<b>[\$1,160,802 OR LESS]</b> \$ _____

A Copy Teste:

\_\_\_\_\_  
Percy C. Ashcraft  
County Administrator