

# Issue Analysis Form



**Date:** July 14, 2020  
**Item:** Budget Transfer Request  
 School CARES Funds  
 School Division / County  
**Lead Department(s):** Finance  
**Contact Person(s):** Lisa Pennycuff, Monique Barnes & Betsy Drewry

## Description and Current Status

On June 25, 2020 the School Superintendent emailed notification that they would be receiving a \$10,000 "No Kid Hungry" grant to assist with student summer lunches. See attached e-mail.

The County provided CARES Coronavirus Relief Funds to the school division to allow for summer student lunches and for the purchase of student chrome books in response to the Coronavirus pandemic.

The approved appropriation was:

Account	Description	2020 Revised Budget
0230-06-203-6007-63100-000-900-000-41500 -	CARES TRANSP WAGES	8,724.00 SCHOOL LUNCH
0230-06-203-6007-63100-000-900-000-42100 -	CARES TRANSP FICA	667.00 SCHOOL LUNCH
0230-06-205-6012-65100-000-900-000-41038 -	CARES SCH CAFE WAGES	39,346.00 SCHOOL LUNCH
0230-06-205-6012-65100-000-900-000-42100 -	CARES CAFE FICA	3,009.00 SCHOOL LUNCH
0230-06-205-6012-65100-000-900-000-46002 -	CARES SCHOOL FOOD SUPPLIES	152,285.00 SCHOOL LUNCH
0230-06-207-6009-68100-000-900-000-48206 -	CARES SCHOOL HARDWARE	348,615.00 CHROME BOOKS
<b>TOTAL</b>		<b>552,646.00</b>

As a result of receiving the grant funds, the Superintendent would like to request a transfer of \$10,000 CARES Coronavirus Relief Funds from food supplies to technology equipment to allow for the purchase of additional student chrome books.

### The transfer entry requested is:

Expenditure – CARES CRF Fund

Increase

0230-06-207-6009-68100-000-900-000-48206 CARES School Hardware \$10,000

Decrease

0230-06-205-6012-65100-000-900-000-46002 CARES Sch Food Supplies (\$10,000)

**Board Action Requested:**

Approve transfer within the CARES CRF for schools of \$10,000. A draft resolution is included for consideration.

**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**

Receipt of "No Kid Hungry" grant funds by the school division makes available more resources for the purchase of student chrome books. There is no local funding impact for this request.

**County Impact**

Approval allows the school division to purchase additional student chrome books.

**Notes**

## **Betsy Drewry**

**From:** Lisa Pennycuff <lpennycuff@pgs.k12.va.us>  
**Sent:** Thursday, June 25, 2020 11:22 AM  
**To:** Betsy Drewry  
**Cc:** Percy Ashcraft; Chris Johnson; Chris Johnson; Rob Eley; Cecil Smith; Sherry Taylor; Jill Andrews; William Barnes; Monique Barnes; Scott Brubaker  
**Subject:** Re: Thank You and Guidance Requested on Funds Anticipated from No Kid Hungry Grant

Mrs. Drewry,

Thank you so much. As I was writing, we received our official notification of the award.

We would like to request that the school division be permitted to transfer \$10,000.00 from the account ending in 46002, CARES School Food Supplies, to 48206, CARES School Hardware, for additional Chromebooks.

Thank you for any assistance you can provide. This pandemic has expedited the urgency of our need to grow our devices to move towards a 1:1 student to device ratio for as many of our students as possible.

Lisa

Sent from my iPhone

On Jun 25, 2020, at 8:53 AM, Betsy Drewry <[BDrewry@princegeorgecountyva.gov](mailto:BDrewry@princegeorgecountyva.gov)> wrote:

Good morning Dr. Pennycuff,

Congratulations on the possible grant funding.

Mr. Ashcraft has asked Mrs. Knott to add to the July 14 Board of Supervisors work session for discussion.

My recommendation is to request a budget line-item transfer within the Schools CARES Funding Allocation (see attached). Please review the attached, and if you and Mrs. Barnes can please let me know the line item(s) to and from which you would like budget transferred, and if there is a request for a PPE line item to be created, that would be good.

Once received, I can prepare a draft resolution for the board to consider if action is taken.

When do you expect to receive official word of the grant award?

Thank you,  
Betsy

Betsy Drewry  
Deputy County Administrator, Finance  
Prince George County  
(804) 722-8710  
P O Box 68  
6602 Courts Drive  
Prince George, VA 23875

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**From:** Lisa Pennykuff [<mailto:lpennykuff@pqs.k12.va.us>]

**Sent:** Thursday, June 25, 2020 5:25 AM

**To:** Percy Ashcraft; Betsy Drewry

**Cc:** Chris Johnson; Chris Johnson; Rob Eley; Cecil Smith; Sherry Taylor; Jill Andrews; William Barnes; Monique Barnes

**Subject:** Thank You and Guidance Requested on Funds Anticipated from No Kid Hungry Grant

Mr. Ashcraft and Mrs. Drewry,

Good morning. I wanted to thank the members of the Board of Supervisors and both of you for your efforts helping the school division with the resources from the County's allocation of CARES funding to allow us to purchase Chromebooks to support instruction and to continue to provide meals for the children this summer.

I also want to make you aware of some wonderful news and to seek your guidance. I was contacted by Delegate Aird while we were waiting to see if funds would be available to support providing summer meals. She explained that former Governor McAuliffe's wife was very concerned that we may not have the funds to continue to provide summer meals and that they wanted to try to help us. At that time, Delegate Aird shared information with us regarding a grant opportunity with the "No Kid Hungry" program which could assist the division in providing meals to our children during the

pandemic. We have just been advised that PGCPs is likely to receive a grant in the amount of \$10,000 from this program.

If we receive these funds as anticipated, I would like to seek your guidance on how we should handle this. Would you like for us to deduct this from the expenditures that we will submit to the County under the Cares Act Relief Fund, or would you consider allowing the schools to purchase additional Chromebooks and/or PPE?

I will let you know as soon as we have final confirmation of the receipt of those funds. Thank you, in advance, for your assistance as we work through this fast-changing environment.

Thank you,

Lisa

Lisa Pennycuff, Ed.D.  
Division Superintendent  
Prince George County Public Schools  
6410 Courts Drive  
Prince George, Virginia  
(804) 733-2700

This email and any attachments with it are privileged and confidential and are intended solely for those individuals(s) to whom they are addressed. If you have received this email in error or are not the addressee, please immediately delete it and notify the sender.  
<School Original Budget CARES Funds.xlsx>

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 14<sup>th</sup> day of July, 2020:

Present:

Vote:

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

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

**RESOLUTION; BUDGET TRANSFER WITHIN CARES CORONAVIRUS RELIEF FUND FOR SCHOOLS (\$10,000 FROM FOOD SUPPLIES TO TECHNOLOGY HARDWARE)**

WHEREAS, The School Division is receiving a \$10,000 “No Kid Hungry” grant to assist them in providing summer student lunches; and

WHEREAS, the Board of Supervisors appropriated \$552,646 in CARES Coronavirus Relief Funds to the School Division; \$204,031 for summer student lunches and \$348,615 for the purchase of student chrome books; and

WHEREAS, the school Division has requested a transfer of \$10,000 from school food supplies to school technology hardware within the CARES Coronavirus Relief Fund Special Revenue Fund to allow for the purchase of additional student chrome books;

NOW, THEREFORE, BE IT FURTHER RESOLVED That the Board of Supervisors of the County of Prince George this 14<sup>th</sup> day of July, 2020, does hereby authorize the following transfer of funds within the 2020-2021 Budget, such line items increased and decreased as follows, which monies to 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>
<u>Expenditure (DECREASE):</u>	
0230-06-205-6012-65100-000-900-000-46002 CARES Food Supplies	\$10,000.00

Expenditure (INCREASE):

0230-06-207-6009-68100-000-900-000-48206 CARES School Hardware	\$10,000.00
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A Copy Teste:

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Percy C. Ashcraft  
County Administrator