



Harrisonburg City Public Schools

One Court Square • Harrisonburg, VA 22801
Phone: 540.434.9916 • Fax: 540.434.5196

“A place where learning has no limits and together we work for the success of all.”

TO: Mr. Eric Campbell, City Manager
Mr. Larry Propst, City Finance Director

FROM: Tracy Shaver, Chief Financial Officer

DATE: November 3, 2020

SUBJECT: Supplemental Appropriation – School Operating Budget

It is requested that a supplemental appropriation in the amount of \$1,122,135 be requested from City Council.

This supplemental appropriation was approved by the school board on November 3, 2020, and is the result of additional Coronavirus Relief Funds (CRF), part of the federal government CARES Act, awarded to the Harrisonburg City Public Schools. CRF must be used for expenditures and costs incurred as a result of the COVID-19 public health emergency which were unbudgeted as of March 1, 2020. Since there are no supplanting restrictions, school divisions may use CRF for qualifying expenditures in place of other funding sources initially used so that funds can be redirected for other purposes or that have longer spend-down periods. Listed below are expenditure functions related to incurred costs as well as planned FY2021 CRF expenditures which must be spent by December 30, 2020. **These items require no new local appropriated tax dollars from the city.**

Thank you for your consideration of this request.

Revenue Allocation	Fund, Expenditure Function, and Use of Funds	Supplemental Appropriation Amount
Federal CRF Funds	Fund 1111 – Operating Fund	
Unemployment Insurance	61 – Instruction – Unemployment Insurance	\$33,858
Community Child Care Programs	61 – Instruction – Purchased Service	\$204,372
Supplies/Materials	61 – Instruction – Supplies/Materials	\$49,961
Staff Child Care Programs	61 – Instruction – Salaries/Benefits	\$41,363
Substitute Costs	61 – Instruction – Salaries/Benefits	\$45,000
Operations/Maintenance Staff	64 – Operations/Maintenance – Salaries/Benefits	\$110,336
Cleaning Supplies & PPE	64 – Operations/Maintenance – Supplies & PPE	\$57,044
Technology Staff	68 – Technology – Salaries/Benefits	\$74,494
Distance Learning	68 – Technology – Chromebooks, Laptops, WiFi, Software	\$505,707

Fund 1111 (Operating Budget)

Current Appropriation	\$ 87,269,686.83
Supplemental Appropriation Request	\$1,122,135.00
Amended Budget	\$88,391,821.83