Agenda Item Details

MEETING DATE:
11/17/2026

TOPIC:
Approve the Financial Report and Monthly Bills & Payroll for the Month Ended October 31, 2026

BACKGROUND:
The Finance Department prepares financial reports and a monthly bills & payroll report at the end of each month. These reports summarize the financial activities of the school division. The reports prepared include:

1. Financial Highlights
2. Budget Status Report – All Funds
3. Expenditures by Cost Center – Operating Fund
4. Monthly Bills & Payroll – All Funds
5. Purchase Orders issued over $25,000
6. Contracts Signed between $25,000 - $100,000
7. Transfers Between Categories up to $25,000

RATIONALE:
The presentation of the monthly financial reports and monthly bills & payroll report ensures accountability to the board and the citizens of James City County and the City of Williamsburg of the financial resources entrusted to the school division.

SPECIAL CIRCUMSTANCE(S):
N/A

COST BUDGETED:
No additional cost.

ALTERNATIVES:
1. Approve the superintendent's recommendation.
2. Do not approve the superintendent's recommendation.

SUPERINTENDENT'S RECOMMENDATION:
The superintendent recommends the board approve the Financial Report and Monthly Bills & Payroll for the month ended October 31, 2026 as presented.

DATA SOURCE:
Rene Ewing, Chief Financial Officer
Kelsie Bowen, Director of Finance

RECOMMENDED ACTION:
Move to approve the consent agenda as presented.