

DISTRICT OF COLUMBIA PUBLIC CHARTER SCHOOL BOARD

<p>Charter Actions Requiring a Vote</p> <ul style="list-style-type: none"><input type="checkbox"/> Approve a Charter Application<input type="checkbox"/> Approve a Charter Renewal (15 yrs.)<input type="checkbox"/> Approve Charter Continuance (5 or 10 yrs.)<input type="checkbox"/> Approve a Charter Amendment Request<input type="checkbox"/> Approve a Charter Agreement<input type="checkbox"/> Give a Charter Notice of Concern<input type="checkbox"/> Lift the Charter Notice of Concern<input type="checkbox"/> Commence Charter Revocation Proceedings<input type="checkbox"/> Revoke a Charter<input type="checkbox"/> Board Action, Other _____ <p>Policies</p> <ul style="list-style-type: none"><input checked="" type="checkbox"/> Open a New Policy or Changes to a Policy for Public Comment<input type="checkbox"/> Approve a New Policy<input type="checkbox"/> Approve Revisions to an Existing Policy	<p>Non-Voting Board Items</p> <ul style="list-style-type: none"><input type="checkbox"/> Public Hearing Item<input type="checkbox"/> Discussion Item<input type="checkbox"/> Read into Record
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PREPARED BY: **Ozoemena Nnamadim, School Finance Specialist, Financial and Academic Quality**

SUBJECT: **Open for Public Comment – Fiscal Year 2019 Financial Analysis Report Technical Guide**

DATE: **May 20, 2019**

Proposal

The DC Public Charter School Board (DC PCSB) staff recommends its Board vote to open for public comment the Fiscal Year (FY) 2019 Financial Analysis Report (FAR) Technical Guide from May 20 through June 20, 2019. DC PCSB will hold a public hearing on this matter on June 17, 2019 and will vote on the proposed revisions to the policy on July 15, 2019.

The FY2019 FAR will apply to schools’ audited financials for the fiscal year ending June 30, 2019. We expect to publish the FY2019 FAR in May, 2020.

Written comments may be submitted until June 20, 2019 by mail or email to:

DC Public Charter School Board
3333 14th Street NW, Suite 210
Washington, DC 20010
public.comment@dcpcsb.org

Summary of Revisions

The FY 2019 FAR Technical Guide does not propose any changes to the content, methodology, or scope from FY 2018.

Background

Each DC public charter school is required to conduct annually a thorough audit of its finances and operations, conducted by a third-party auditor, chosen by the school

from a list of approved auditors selected by the Audit Review Committee, which is made up of two representatives from DC PCSB, the Office of the Chief Financial Officer (OCFO), and the Office of the State Superintendent of Education (OSSE).

DC PCSB, with support and counsel from OCFO and OSSE, analyses and summarizes the information in these audits to produce the Financial Analysis Report (FAR) that presents consistent and transparent information about DC public charter schools' finances and operations.

The FAR Report includes a Financial Report Card for each school, which provides data on the school's management organization, if applicable. Additional data tables and narrative commentary on the key trends and opportunities of DC public charter schools' finances provide context and analysis. Each of these is detailed in the FAR Technical Guide.

Beginning in fall 2015, DC PCSB began convening a Task Force of school leaders, business managers, and charter support organizations to give input into the FAR Report's methodology, design, and production process. The Task Force met monthly through fall 2015, then again monthly beginning in spring 2016. At each meeting, and in emailed surveys, the Task Force members were asked to give input into different elements of the FAR Report, with a particular focus on the metrics comprising the Key Financial Indicators and the design of the FAR Report Card. The task force has met annually since to discuss changes to the FAR Technical Guide. The group met in October 2018 to discuss the FY 2019 potential changes.

The FAR Technical Guide outlines DC PCSB's process for producing the FAR Report. It was created so that school leaders, data managers, families, and other stakeholders would understand the FAR Report's content, methodology, and scope.

The School Reform Act (SRA) requires that DC PCSB revoke the charter of any public charter school that (1) has engaged in a pattern of nonadherence to generally accepted accounting principles (GAAP); (2) has engaged in a pattern of fiscal mismanagement; and/or (3) is no longer economically viable.

Attachment to this Notification

Attachment A: Draft FY 2019 Financial Audit Review Report Technical Guide

Date: _____
PCSB Action: _____ Approved _____ Approved with Changes _____ Rejected
Changes to the Original Proposal:

Signature: _____