

PCA Citizens Budget Oversight Committee

Meeting Minutes

March 21st, 2024

2:00 p.m.

Meeting was conducted through a Zoom Video Call

Present: Bill Bentz, Denise Stouffer, Brandon Paris, Rachael Straightiff, Jeanine Martin, Chuck Mosher, Kale English, Richard Riggs

Revenue:

- Local Interest Funds (9800) reached its anticipated budget of \$80,000. Due to the fluctuation in this line, PCA did not increase the anticipated revenue budget for this month's report.
- Local Carryover decreased to \$1,585,886.19. Without accounting for expansion-related expenses, PCA would have an approximate surplus of \$263,572.55.

Expenditures:

- PCA is 66.67% in the fiscal year and overall expenditures are at 63.19% which is approximately 3.48% under the actual percentage for this month. If the capital expenditures and unallocated funds are removed, PCA has overall expenditures of 60.37% which is 6.30% under the actual percentage.
 - Last month PCA's expenditures were at 57.71, which was 0.62% under the actual percentage, including unallocated. If the capital expenditures and unallocated funds were removed, PCA's overall expenditures as of last month were 54.16%, which is 4.17% under the actual percentage.
- Substitute Reimbursement showed expenditures this month and will continue to grow in expense due to a teacher's Paid Parental Leave.
- In the Transportation Department, expenditures are currently at 64.02%, which is 2.65% under the actual percentage for this month in the Charter Transportation (05177) budget.
- In the Cafeteria Department, expenditure is currently at 51.42%, which is 6.91% under the actual percentage for this month.

PNC BANK:

- The PNC Bank Statements were reviewed for this month.
 - As discussed last month, one of the teams in the Saints Classic paid through our petty cash account in FSF. This was reflected in this month's statement.

P-Card:

- PCard Reconciliation was reviewed for this month.

Final Thoughts

- Based on the current budget, PCA anticipates an ending balance in local revenue of \$1,849,904.13 which is above the original goal of \$1.5 million at the start of the school year.
- Denise Stouffer provided an update on the construction project. The construction project is currently winding down with furniture being installed in the rooms and sidewalks slated for installation over spring break. Additionally, the construction project contingency was discussed. PCA currently has not used this contingency so it will go back into the budget. Chuck brought the idea of creating a punch list of other items that may need to be completed such as carpets or a lower school pavilion.
- PCA is currently working with transportation department and bus manufacturers to receive revised quotes.
- PCA plans to present the preliminary FY25 budget at the next CBOC meeting.

Meeting Adjourned: 2:38 PM

Next Meeting April 25th, 2024 at 2:00 p.m.