

*PCA Citizens Budget Oversight Committee*  
*Meeting Minutes*  
*July 22<sup>nd</sup>, 2021*  
*Meeting was conducted through a phone conference*

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

Revenue:

- The school has received 99.89% of its expected funding as of June 30<sup>th</sup>, 2021.
- The State – Sub Reimburse Family Leave (05389) is a new appropriation for \$17, 171.30. This is reimbursement for substitutes paid throughout the school year while teachers were on Paid Parental Leave.
- Additional revenue was received in Homeless Transportation for summer school transportation, Federal School Emergency due to final allocations, Local District Funding, and Food Services.
- PCA did not receive 100% of its funding in Local Special Funds due to a lack of student activity, Federal Funds Restricted, and Local Interest Income due to the 0% interest rates for the final months of Fiscal Year 2021.

Expenditures:

- PCA is 100% into the school year and overall expenditures are at 84.10% which is 15.90 % under the actual percentage for this month. The percentage is low due to additional grant funding and projects planned for the end of the fiscal year. Last month's expenses were at 75.27% which was 16.33% under the actual percentage.
- Based on expenditures for fiscal year 2021, PCA has a surplus of \$52,235.68.
- Homeless Transportation (05149) FY21 still has a balance for June 30<sup>th</sup>, 2021. However, these funds will not revert until 9/30/2021 as summer school homeless transportation is included in them.
- Delaware Charter School (40954) FY21 was reviewed as any open balances will revert on November 30<sup>th</sup>, 2021. PCA is currently finishing its STEM, storage, and cabinetry project to reach ADA compliance along with making STEM curriculum purchases so these funds are on track for expending prior to November 30<sup>th</sup>.
- The final budget shifts were presented to the CBOC members to ensure proper account balances for the end of Fiscal Year 2021.
  
- The PNC Bank Statements were reviewed for this month. Show a deposit for mortgage
- PCard Reconciliation was reviewed for this month.
  - The format for PCard Reconciliation was adjusted this month. For the past two years, PCA has been reconciling to the current PCard transactions. However, due to the larger amount of purchases, it was determined that reconciling to the PCard statement to make the reconciliation easier to follow. To adjust for this change, some of the same purchases shown at last month's meeting were reviewed again to ensure all purchases were covered.

**Next Meeting: August 19<sup>th</sup>, 2021 at 2:00pm**