

*PCA Citizens Budget Oversight Committee
Meeting Minutes
January 20th, 2022
2:00pm
Meeting was conducted through a Zoom Video Call*

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

Revenue:

- The school has received 94.14% of its expected funding as of December 31st, 2021.
- State Certified Driver Training (05138) for \$125.87 is a new appropriation for bus driver training.
- Educational Sustainment Fund (05289) has decreased to \$102,291.
- Local Special Funds has decreased to \$100,000 due to a decrease in school activities.
- Funds for the Mental Health Block Grant have been added this month's revenue. This preload is reflected in Mental Health Services (05319) for \$31,413 and Contingency (08939) for \$15,706.50.

Expenditures:

- PCA is 50% into the school year and overall expenditures are at 42.88% which is approximately 7.12% under the actual percentage for this month. Last month PCA's expenditures were at 42%, which was 6% under the actual percentage.
- As part of the December budget, PCA evaluated the budget to re-align expenditures with account codes. All account code changes were presented to the CBOC committee. The following account codes were added to the general budget –
 - Specialists & Coordinators (51151) for \$2,500. This is for the Expansion Consultant.
 - Summer Camp (51004) for \$5,000. This is for Summer Camp Directors planning.
 - Salaries (General) (51196) for \$31,500. This is for the Teacher Residency from January to June 2022.
 - Heavy Equipment (57130) for \$8,000. This is for the salt spreader purchase.
- In the Transportation Department, expenditures are currently at 39.76%, which is 10% under the actual percentage for this month. . The following accounts were added to the Transportation Department –
 - EPER Miscellaneous (51111) for \$60,000. This is for stipends given to our bus drivers and those working in the transportation department including employee referral bonuses, safety bonuses, and attendance bonuses.
 - Student Travel (54107) for \$1,000. This is for contracted field trip transportation.

- Athletic Services (55034) for \$20,000. This is for contracted athletic trip transportation.
- Fleet Rental (55434) for \$1,106. This is for the final fleet rental payment from last school year.
- Sanitary Services (55692) for \$1,200. This is for the dumpster in the bus lot.
- In the Cafeteria Department, expenditures are current at 48.06%, which is 1.94% under the actual percentage for this month. The following accounts were added to the Cafeteria Department –
 - EPER Miscellaneous (51111) for \$16,000. This is for stipends given to the cafeteria department.
 - Utilities (55200/55205/55206) for \$13,200. This is for the Café's portion of the school's utilities.
 - Sanitary Services (55692) for \$6,000. This is for the Café's portion of the school's garbage collection.
- Based on the current budget for FY22, PCA has a surplus of \$42,387.80
- The PNC Bank Statements were reviewed for this month. Due to the banks closure on New Year's Day, the mortgage was pulled for December 2021 and January 2022 in December of 2021.
- PCard Reconciliation was reviewed for this month. The PCard available credit was decreased from \$25,000 to \$10,000 as part of the Board of Directors extension of the higher credit card limit for the CSP Expansion Grant purchases.

Next Meeting: February 17, 2022 at 2:00pm