

PCA Finance Committee, Personnel Committee Minutes

March 14, 2014

Finance Committee

1. Chef Chris Rogers attended for the first issue brought to the committee's attention: DDOE notified the cafeteria that they were required to raise their lunch prices from \$2.55 to \$2.65, to prevent offsetting funding for free- and reduced-fee meals. An alternative was provided: fund the school nutrition account with non-federal funds, to the tune of \$2843. The committee agreed to re-code the dishwasher's salary, which would not only meet the funding requirement, but would also reflect Food Service's true salary costs. If the Board approves, this re-coding will take effect July 1, 2014.
2. Robyn Roberts presented information she obtained from Waste Management on recycling. Monthly charges for an 8-yard trash dumpster and 8-yard single stream recycling dumpster with twice-weekly pickups would total \$355.39. Robin will talk with Mr. Bill and Dave to come up with a new process for separating, collecting, and disposing of the trash and recyclables, and to determine whether this will cost more time or \$\$, or not. She will also do some researching on other waste companies that may provide the same service as WM but at less expense. If this does pan out, the committee suggested implementing the program at the next SY, which would give the school enough time to iron out its collection procedures and get the student/ staffs' buy-ins.
3. Still recalculating SY14's revenue.
4. Food Service's actual revenue is \$117.8k short of the approved budget.
5. Expenditures benchmark is 66.66%. With the exception of Student Support (72.66%), subtotals for expenditures for every section fell below the benchmark. Total operating budget expenditures is 61.92%.
6. Educational Benefits account has been created for the compensatory education fund.
7. Transportation expenditures are 75.98%, due to the bus purchases earlier this school year.
8. \$16,793.56 remains in State Appropriations. This money will be gone to us if not spent by 6/30. We may wind up using this to help replace 22 XP desktop computers.
9. Jim Taylor from Saul Ewing LLP submitted a proposal to represent PCA. He has extensive Charter School legal experience. Audrey will put this before the Board for approval.
10. DE March of Dimes solicited PCA for support in their March for Babies 2014. A business sponsorship would, help fund the mission to improve the health of babies by preventing birth defects, premature birth, and infant mortality. It would also get our school name displayed on their team t-shirt. PCA will donate \$150 to the cause.

Personnel Committee

1. Improvement Plans were discussed for three PCA staff.
2. Recommendation for hire of the KN long-term substitute, and approval for leave of absence for the math coordinator were discussed and will be brought to the Board for action.