

PCA Citizens Budget Oversight Committee Meeting Minutes

May 16, 2014

Present: Audrey Erschen, Shanna Simmens, Danielle Moore, Bill Benz, John Carwell, Chris Senato

- All unrestricted revenue in at 100% or more, except Food Service (70%, due to drop in cafeteria sales). Local funding came in at 101.25%, due to interest accrued.
- Expenses: Benchmark=83.3%
 - Salaries: Substitute teachers slightly higher, but unavoidable; driven by vacation, absences.
 - Health Insurance—89.02%, also mostly unavoidable.
 - Subtotal Personnel: 75.85%.
 - Student Support: 85.2%.
 - Administrative Support: 88%, due to travel expense and printing/ binding expenses previously paid out. Was at 83% last month, so slowly catching up to where we should be.
 - Total operating budget: 75.05% (running app. \$519320.66 under budget)
- We've been working on getting financial help with technology for testing—received notice of process for transfer of funds from OMB, but as of now we still haven't received the grant.
- Cafeteria—total balance right now at app. \$15k; minus the \$21k transfer carryover from SY14, Food Service is \$5842 in the hole.
- RTTT funding—discrepancy noted between what our own bookkeeping reflects and what OMB states. Waiting for final answer. Worst case scenario—we recode some of our expenditures, namely payroll, to make up for the discrepancy.
- We received a quote for “Common Core Ready” workbooks. For reading workbooks for all grades, and math workbooks for grades 6, 7, and 8, it will come to \$11,395.30. We purchased teacher's editions to give the teachers a head start, and the unanimous agreement is that these workbooks go a very long way toward helping with the Common Core curriculum. Money for the workbooks will be added to next school year's budget.
- 10-Mark will replace IXL for Early Literacy courses.
- Because of the demands placed on the Finance Specialist from using both First State Financial (FSF) and Payroll Human Resource Statewide Technology (PHRST), he is finding himself frequently overwhelmed. As a result, he and the Finance Director are currently working on a list of his responsibilities to determine how much is FSF-related, and how much is PHRST-related. They will proceed from there to make recommendations on remedying the issue. To be continued.
- The Finance Department is also researching into the possibility of using the PCard for payments. This could potentially cut down on time and expense in paying bills.