

PCA Citizens Budget Oversight Committee
Meeting Minutes
November 16th, 2023
2:00 p.m.
Meeting was conducted through a Zoom Video Call

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

Revenue:

- The school has received 72.65% of its funding as of October 31st, 2023.
- The Unit Formula was increased to \$6,433,813.00. This will shift over the next few months due to staffing changes and insurance kicking in for new staff members on December 1st.
- Local Carryover is projected for \$1,787,933.32. PCA has a current budget of \$1,814,458.74 for expansion related expenses, which consumes more than the local district carryover. Without accounting for expansion related expenses, PCA would have an approximate surplus of \$56,525.42.
- PCA has been in contact with Brook Hughes from the State of Delaware regarding the transportation eligible students showing as 589 instead of 741. Brook clarified that this will be corrected to 741 students before the final regeneration.
- PCA has noted that interest income continues to vary greatly each month. PCA has received \$41,727.35 of the \$80,000 estimated budget but will continue to monitor this each month.

Expenditures:

- PCA is 33.33% into the fiscal year and overall expenditures are at 32.70% which is approximately 0.63% under the actual percentage for this month. If the capital expenditures and unallocated funds are removed, PCA has overall expenditures of 31.09% which is 2.24% under the actual percentage.
 - Last month PCA's expenditures were at 22.50%, which was 2.50% under the actual percentage, including unallocated. If the capital expenditures and unallocated funds were removed, PCA's overall expenditures as of last month were 20.69%, which is 4.31% under the actual percentage.
- In the Transportation Department, expenditures are currently at 29.43%, which is 9.87% under the actual percentage for this month in the Charter Transportation (05177) budget.
- In the Cafeteria Department, expenditure is currently at 23.46%, which is 9.87% under the actual percentage for this month.

Expansion:

- PCA was approved by DelDot by the reflective line test for the turn lane.
- Construction is on schedule with an anticipated end date before the Winter Break.

- The PNC Bank Statements were reviewed for this month.
 - PCA wrote a check to EZ Pass for \$500 to replenish the EZ Pass account for bus tolls.
- PCard Reconciliation was reviewed for this month.
- **Next Meeting: December 19th, 2023 at 2:00 p.m.**