

**PCA Citizens Budget Oversight Committee**  
**Meeting Minutes**  
**October 26<sup>th</sup>, 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

Revenue:

- The school has received 71.84% of its funding as of September 30<sup>th</sup>, 2023.
  - PCA has completed its September 30<sup>th</sup> Unit Count with a final student count of 741 students. PCA built the initial budget on 745 students.
- The Unit Formula was increased to \$6,380,251. This will shift over the next few months due to staffing changes and insurance kicking in for new staff members on December 1<sup>st</sup>.
- Charter Transportation decreased to \$908,503.05 based on the updated student count. Transportation eligible students will be captured from eSchool to transfer to School Finance on December 1<sup>st</sup>. This will reflect 741 transportation eligible students.
- Local Carryover is projected for \$1,892,613.42. PCA has a current budget of \$1,930,500 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 \$37,886.58.

Expenditures:

- PCA is 25% into the fiscal year and overall expenditures are at 22.50% which is approximately 2.50% under the actual percentage for this month. If the capital expenditures and unallocated funds are removed, PCA has overall expenditures of 20.69% which is 4.31% under the actual percentage.
    - Last month PCA's expenditures were at 13.21%, which was 3.45% under the actual percentage, including unallocated. If the capital expenditures and unallocated funds were removed, PCA's overall expenditures as of last month were 12.42%, which is 4.24% under the actual percentage.
  - In the Transportation Department, expenditures are currently at 21.70%, which is 3.30% under the actual percentage for this month in the Charter Transportation (05177) budget.
  - In the Cafeteria Department, expenditure are currently at 14.84%, which is 10.16% under the actual percentage for this month.
  - PCA's custodial units were re-calculated by the State of Delaware to 8 units. The additional units will offset the actual costs for staffing the maintenance department.
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- The PNC Bank Statements were reviewed for this month.
  - PCard Reconciliation was reviewed for this month.

**Next Meeting: November 16<sup>th</sup>, 2023 at 2:00 p.m.**