

PCA Citizens Budget Oversight Committee
Meeting Minutes
August 27, 2026
2:00 p.m.
Meeting was conducted through a Zoom Video Call

Present: Bill Bentz, Denise Stouffer, Jeanine Martin, Rachael Straightiff, and Kale English

Revenue:

- PCA has received 61% of its revenue for this fiscal year.
- PCA's budget has increased 9.2% from the fiscal year based on state funding, federal funds, and competitive grants.
- The first budget of the fiscal year was based off of the preliminary budget with significant changes noted including the following for revenue:
 - Charter Transportation: There was no increase in transportation rates for this fiscal year, which has never occurred before. PCA's preliminary budget assumed a 5% increase to be conservative based on the average of a 10% increase in the past four years. This has resulted in PCA reduction in this line for \$58,918.60.
 - Local Food Service: This was increased to \$355,350.22 based on the final revenue received for the cafe in the previous fiscal year along with the \$28,413.95 which was deposited in July for the final Infinite Campus transfer for the cafe.
 - Literacy Emergency Fund: PCA received the first round of the Bridge to Practice in the winter of last fiscal year. As part of this grant, the final stipend payment was processed in the first payroll of July which resulted in the revenue and expenses of \$86,049.07 reflecting in this fiscal year.
 - Rural & Low-Income: PCA received the Rural and Low-Income Grant for this fiscal year for \$32,693.17.
- PCA's contingency reserve increased from \$27, 863.43 in the preliminary budget to \$131,351.74 in the current budget.

Expenditures:

- PCA is 8.33% into the fiscal year, and overall expenditures are at 9.51%, which is approximately 1.18% over the actual percentage for this month. This is largely due to transferring funds for PCA's USDA mortgage and WSFS bonds for August through January along with the Early Literacy Fund. If these are removed, PCA's expenditures represent 6.47% of the overall budget which is 1.22% under the actual percentage.
- In the Transportation Department, expenditures are currently at 4.09%, which is 5.42% under the actual percentage for this month in the Charter Transportation (05177) budget.
 - Due to the needs of a student, PCA added \$24,266.63 in the transportation budget to account for \$7,400 for van rental and \$16,866.63 in salaries/OECs. PCA plans to apply for the High Needs Grant to assist with these expenses.
- In the Cafeteria Department, expenditure is currently at 1.75%, which is 7.76% under the actual percentage of the for this month in the Café budget.
- PCBT Expenses have been reviewed for this month.

PNC Bank:

- The PNC Bank Statements were reviewed for this month.

P-Card:

- PCA PCard Reconciliation was reviewed for this month.
- PCBT PCard Reconciliation was reviewed for this month.

Next Meeting: September 24, 2026, at 2:00 p.m.