

PCA Citizens Budget Oversight Committee
Meeting Minutes
July 24th, 2025
2:00 p.m.
Meeting was conducted through a Zoom Video Call

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

Revenue:

- State Unit Formula (05213) increased to \$7,651,653 due to a degree level increase.
- Local District Funding Miscellaneous increased to \$1,77,965.27 due to payment of local billing for an alternative placement for a student.
- PCA increased its contingency to \$1,020,373.23 which is approximately \$791,308.54 above the required contingency amount of \$229,064.69. This is largely due to PCA not paying its USDA bond for next fiscal year based on PCA's decision to leave the money in the local account to incur interest on the funds.

Expenditures:

- PCA is 100% into the fiscal year and overall expenditures are at 89.22% which is approximately 10.78% under the actual percentage for this month.
 - Last month PCA's expenditures were at 80.37%, which was 11.29% under the actual percentage, including unallocated.
- In the Transportation Department, expenditures are currently at 82.05%, which is 17.95% under the actual percentage for this month in the Charter Transportation (05177) budget.
 - There is currently \$189,733.85 in unallocated funds which will be used for improvement projects, such as seal coating and dismissal walk ways, to improve transportation for the school.
- In the Cafeteria Department, expenditure is currently at 98.90%, which is 1.90% under the actual percentage for this month.
- Health Insurance increased by \$11,657.28 due to plan selection changes during the school year for qualifying events.
- Textbooks increased by \$63,440.20 due to the purchase of materials for the upcoming school year.
- Technology equipment increased by \$63,953 for the purchase of Chromebooks and building improvements increased by \$25,000 for the deposit for the Lower School pavilion. These expenses were offset by the reducing the Capital Improvements line.

PNC Bank:

- The PNC Bank Statements were reviewed for this month.
- PCA was informed by the State of Delaware's Treasurer's Office that the State of Delaware's contract with PNC was no longer valid or renewed. Due to this, PCA may be subject to banking fees charged by PNC or switch banking institutions.

P-Card:

- PCard Reconciliation was reviewed for this month.

Next Meeting: August 21st, 2025 at 2:00 p.m.