

PCA Citizens Budget Oversight Committee
Meeting Minutes
June 26th, 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:

- Local District Funding Misc. increased to \$167,977.39 which is an increase of approximately \$72,000 based on a refund for an insurance payment previously paid.
- Food Service
- Local Special Funds is currently below its budgeted revenue which should be reflected in June's report due to incoming payments from summer camp and facilities rental. PCA may be slightly below the targeted budget but PCA anticipates to receive 100% of budgeted funds in all other revenue areas.
- PCA increased its contingency to \$956,383.15 which is approximately \$726,918 above the required contingency amount of \$229,464.44. 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. The Local Fund balance will likely be reduced next month due to purchasing materials for the upcoming school year and completion of facility projects such as seal coating.
- Ed Sustainment FY24 (05289) will revert as it was carried into FY25 via a purchase order. When this purchase order was closed for \$1,237.70 due to no additional eligible expenditures being incurred, the purchase order was closed which resulted in the appropriation being locked for further expenditures.
- Child Safety Awareness (05317) will revert for \$1,482 as the invoice was received by Brandon Paris today which is a day after the system closed for bill processing for this fiscal year.

Expenditures:

- PCA is 91.66% into the fiscal year and overall expenditures are at 80.37% which is approximately 11.29% under the actual percentage for this month.
 - Last month PCA's expenditures were at 70.99%, which was 12.43% under the actual percentage, including unallocated.
- In the Transportation Department, expenditures are currently at 72.58%, which is 19.08% under the actual percentage for this month in the Charter Transportation (05177) budget.
 - There is currently \$154,765.53 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 93.61%, which is 1.95% over the actual percentage for this month.
 - PCA has received additional information regarding the CEP program which would provide free and reduced lunch to all students. Based on additional information, PCA is not able to seek reimbursement for enough students to make the program viable for the upcoming school year.

- Professional Services shows a negative as it is tied to an Intergovernmental Voucher (IV) for services PCA has provided to Bryan Allen Stevenson.

PNC Bank:

- The PNC Bank Statements were reviewed for this month.

P-Card:

- PCard Reconciliation was reviewed for this month.

Next Meeting: July 24th, 2025 at 2:00 p.m.