PCA Citizens Budget Oversight Committee
Meeting Minutes
October 22, 2026
2:00 p.m.
Meeting was conducted through a Zoom Video Call

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

Request for Proposal Review:

- CBOC reviewed the proposals received by Richard Y Johnson and Commonwealth Construction for the upcoming expansion project. Both companies have been invited to present at the Board of Directors meeting this upcoming Monday.

Revenue:

- PCA has received 66.79 % of its revenue for this fiscal year.
- PCA received the following revenue increases this month:
    - Literacy Emergency Fund (05148) was added for $159,244.37. This represents PCA's award for the second round of the Bridge to Practice Grant.
    - Unit Formula (05213) was increased by $54,745.33 based off of our final September 30 unit count of 805 students. This will continue to increase as staffing allocations was finalized.
    - Local District Funding (98000) was increased by $58,151.76 based off of our final September 30 unit count and finalized student funding categories.
    - Welfare Foundation (99188) and Longwood Foundation (99189) were added for $150,000 and $1,000,000 respectively. These are external grants that PCA received for the upcoming expansion.
- PCA's contingency reserve increased by $106,611 to $220,761.35 which is $27,412.19 above the required contingency.

Expenditures:

- PCA is 25% into the fiscal year, and overall expenditures are at 21.11%, which is 3.89% under the actual percentage for this month. If the grants received this month for expansion and emergency literacy funds are removed, PCA's overall expenditures are at 23% which is 2% under the actual percentage.
    - Last month, PCA was 15.86%, which was approximately 0.81% under the actual percentage for that month.
- In the Transportation Department, expenditures are currently at 23.77%, which is 1.23% under the actual percentage for this month in the Charter Transportation (05177) budget.
    - Student Support Services (Account 55031) reflects a credit of $8,865 for summer camp transportation services. The associated expenditure is reflected under the same account for the general budget.
    - Transportation Equipment (Account 57110) was fully expended for $152,849 as PCA received and paid for its new school bus.
- In the Cafeteria Department, expenditure is currently at 9.29%, which is 15.71% under the actual percentage of the for this month in the Café budget.

    - Other Professional Services (Account 55000) reflects a credit of $412.50 which reflects a family's request to apply their remaining summer camp credit toward their outstanding cafe balance.
- PCBT Expenses have been reviewed for this month.

PNC Bank:

- The PNC Bank Statements were reviewed for this month for the WSFS, Citizen's Bank Account for Infinite Campus, and PNC Bank Account. The Infinite Campus transfer packet for the month was reviewed as well.

P-Card:

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

Next Meeting: October 23, 2026, at 2:00 p.m.