

**PCA Citizens Budget Oversight Committee**  
**Meeting Minutes**  
**September 25<sup>th</sup>, 2025**  
**2:00 p.m.**  
**Meeting was conducted through a Zoom Video Call**

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

Revenue:

- PCA's budget was updated from 790 students to 786 students based on the current unit count.
- State Charter Transportation (05177) increased by approximately \$38,000 to \$1,160,356.28.
- Local District Funding (9800) increased by over \$130,000 to \$1,468,580.05. As part of this review, PCA reviewed the amount received by each school district per pupil. If PCA had students from only Red Clay and Brandywine School Districts, the local district funding line would increase by over \$2.8 million.
- PCA has the following funds expiring on September 30<sup>th</sup> which had funds remaining as of August 31<sup>st</sup>:
  - FY25 Certified Driver Training for \$109.24 has been expended.
  - FY25 Charter Transportation for \$66,304.30 has been expended as the new school bus has arrived.
- PCA has the following funds expiring on November 30<sup>th</sup> that require encumbrances created by September 30<sup>th</sup> which had funds remaining as of August 31<sup>st</sup>:
  - FY24 Career Tech for \$83 and FY25 Career Tech for \$3,105 will be expended based on the approved FY25 Career Tech amendment which has now been approved.
- Unique Alternatives will revert as the student that qualified for these funds has since graduated from PCA.
- PCA has a preliminary contingency increased from \$31,904.47 to \$180,282.16 which is still below the required contingency of \$259,153.73.

Expenditures:

- PCA is 16.66% into the fiscal year and overall expenditures are at 14% which is approximately 2.66% under the actual percentage for this month.
  - PCA's overall expenditures were 6% last month which was approximately 2.3% under the actual percentage for this month.
- In the Transportation Department, expenditures are currently at 14%, which is 2.66% under the actual percentage for this month in the Charter Transportation (05177) budget.
- In the Cafeteria Department, expenditure is currently at 8%, which is 8.66% under the actual percentage for this month.

PNC Bank:

- The PNC Bank Statements were reviewed for this month.
- Prior to the accounts changing due to the state no long partnering with PNC, PCA was assured that no PCA account would be charged a maintenance fee. PCA was charged a maintenance fee this month due to PCA not having a balance above \$5,000 despite prior assurances. CBOC discussed closing this account due to this charge.
- The bank account associated with the USDA payments was also charged a maintenance fee. PNC stated that this account type can be changed so that PCA is not charged a maintenance fee.

P-Card:

- PCard Reconciliation was reviewed for this month.

**Next Meeting: October 23<sup>rd</sup>, 2025 at 2:00 p.m.**