

*PCA Citizens Budget Oversight Committee  
Meeting Minutes  
September 16, 2021  
Meeting was conducted through a Zoom Video Call*

Present: Bill Bentz, Richard Riggs, Brandon Paris, Rachael Straightiff, Denise Stouffer, Sharvelle Cannon, Kale English

Revenue:

- The school has received 71.79% of its expected funding as of August 31<sup>st</sup>, 2021.
- The current budget is preliminary as state funding is being finalized for staff, September 30<sup>th</sup> unit count, etc. for state funding portions of the budget.
- Prof Acct Instruction FY22 is a new account and Educational Opportunity Grant FY22 was increased due to how the State of Delaware loaded the Opportunity Grant FY22. This does not impact the grant award amount.
- State Unit Formula increased by \$10,446. This number is still preliminary as staff and student count is still being updated.
- Charter School Funding currently shows 43.04 Division II Units, which is higher than last fiscal year.
- The State of Delaware announced that it would continue the FY20 transportation rates for charter schools due to the impact COVID had. As part of Sussex County, we will receive \$1,075 for eligible transportation students.
- Local Food Service currently shows the carryover amount from last fiscal year.
- Local Facility Use is projected to go beyond the current budgeted amount of \$10,000 as PCA has received \$10,500 as of the CBOC meeting.

Expenditures:

- PCA is 16.7% into the school year and overall expenditures are at 14.68% which is approximate 2 % under the actual percentage for this month. Last month PCA was 8.3% into the fiscal year, which was 0.17% under the actual percentage.
- Based on the preliminary budget for FY22, PCA has a surplus of \$152,459.
- Homeless Transportation FY21 and Standards and Assessments FY21 will both revert on September 30, 2021 since all qualifying bills have been paid for this.
- Delaware Charter School (40954) FY21 was reviewed as any open balances will revert on November 30<sup>th</sup>, 2021. PCA currently has roughly \$47,470 encumbered for the cabinetry and storage project that is being finished. Additionally, roughly \$91,868.18 for curriculum that is currently being purchased.
- The EPER Accounts (51109, 51111, and 51112) were increased to align with additional stipends planned for FY22.
- The payroll accrual was \$663,513 and accounts payable for \$109,723 for the summer of 2021
  
- The PNC Bank Statements were reviewed for this month.
- PCard Reconciliation was reviewed for this month.
- The draft Audit FY21 Audit was sent to CBOC members for review.

**Next Meeting: October 21, 2021 at 2:00pm**