

**PCA Citizens Budget Oversight Committee**

**Meeting Minutes**

**July 23<sup>rd</sup>, 2020**

**Meeting was conducted through a phone conference**

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

Missing: Brenda Cowell

Revenue:

- Yearlong Teacher Residency money has reverted.
- 05225 was \$3,500 with \$1 reverting
- Local Special Funds was reduced to \$172,000
- Facility Use increased from \$40,000 to \$48,000
- Federal Funds increased to \$375,000
- School Emergency Relief Fund was added for \$84,556, which is the CARES money received due to COVID-19.
- Local District went from \$970,000 to \$1,000,000 due to the high interest rates this year.
- The school has received 100.04% of our funding. These are the final numbers for the end of Fiscal Year 2020.

Expenditures:

- PCA is 100% into the school year and overall expenditures are at 96.64% which is 3.36% under the actual percentage for the end of Fiscal Year 2020. Last month's expenses were at 85.57%, which was 5.85% under the actual percentage for May.
- FY 20 Standards & Assessments and FY20 Homeless Transportation funds have carried over but will likely revert. This is due to all eligible drivers being trained and a reduction in transportation bills with COVID-19 school closure. The remaining \$0.01 in Standards and Assessments FY19 will be re-coded since the remaining balance is due to rounding differences in PHRST system.
- Local Funds are at \$2.3 million, which will carry over into FY21 plus USDA Reserves of \$252,288.
- Transportation ended Fiscal Year 2020 with a budget of \$571,720.51 and expenditures of \$562,632.93, which is 98.41% of the budgeted amount. Additionally, changes were made to the following accounts since last month.
  - Driver Salaries were increased to \$197,000 from \$190,395.15 to adjust for actual expenditures. Additionally, Driver Other Employment Costs were increased from \$46,208.85 to \$48,000.
  - Homeless Transportation was decreased from \$10,038.75 to \$5,000 to account for the school closure due to COVID-19.
  - Fuel was increased from \$25,000 to \$30,000 to account for transportation fuel costs.

- Cafeteria ended Fiscal Year 2020 with a budget of \$329,775.67 and expenditures of \$326,042.65, which is 98.87% of the budgeted amount. Additionally, the Cafeteria had a final revenue of \$197,920.61, which came to a balance of \$27,929.57 after expenditures and federal reimbursements. The following accounts also had adjustments made in the last month -
  - Cafeteria Employee Salaries was increased from \$77,730.76 to \$79,000 to account for cafeteria salaries. Cafeteria Other Employment Costs were also increased from \$4,000 to \$5,000, which aligns with the increase in Cafeteria Employee Salaries.
- Mortgage was increased to \$1,093,000 from \$737,000 to prepay PCA's December 2020 bond payment and 8 months of the USDA mortgage payment for FY21.
- The PNC Bank Statements were reviewed for this month.
- P-Card Reconciliation was reviewed for this month.

Next Meeting: August 20<sup>th</sup>, 2020 at 2:00pm over Conference Call.