

PCA Citizens Budget Oversight Committee
Meeting Minutes
July 27th, 2023
2:00 p.m.

Meeting was conducted through a Zoom Video Call

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

Revenue:

- The school has received 100.02% of its funding as of June 30th, 2023.
- Local Interest Funds increased to \$38,544.92.
- Local Carryover continues to remain at \$0 with a surplus of \$617,382.45.

Expenditures:

- PCA is 100% into the fiscal year and overall expenditures are at 97.44% which is approximately 2.56% under the actual percentage for this month. If the capital expenditures and unallocated funds are removed, PCA has overall expenditures of 98.20% which is 1.80% under the actual percentage.
 - Last month PCA's expenditures were at 77.89%, which was 13.78% under the actual percentage, including unallocated. If the capital expenditures and unallocated funds were removed, PCA's overall expenditures as of last month were 81.58%, which is 10.09% under the actual percentage.
- As part of the final CBOC Report for FY23, PCA reviewed final adjustments to accounts due to expenditures. As part of this review, the CBOC Committee discussed the additional tracking for account shifts over \$1,000 that has been in place for numerous year. The CBOC Committee is currently discussing amending this threshold based on the school's current budget and the Head of School's spending threshold.
- In the Transportation Department, expenditures are currently at 99.45%, which is 0.55% under the actual percentage for this month in the Charter Transportation (05177) budget.
 - The school bus which was ordered in the fall of 2022 is currently slated for delivery in August or September. PCA is working with the company to ensure that it is delivered as soon as possible.
- In the Cafeteria Department, expenditure are currently at 99.70%, which is 0.3% under the actual percentage for this month.
 - The Cafeteria Department showed a deficit of \$4,650.82. This is due to the increasing cost of food throughout the fiscal year.
- The PNC Bank Statements were reviewed for this month.
- PCard Reconciliation was reviewed for this month.

Next Meeting: August 24th, 2023 at 2:00 p.m.