

PCA Citizens Budget Oversight Committee
Meeting Minutes
May 18th, 2023
11:00 a.m.

Meeting was conducted through a Zoom Video Call

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

Revenue:

- The school has received 98% of its funding as of April 30th, 2023. The only remaining funds to receive are tuition-based programs, food service for federal reimbursements, and federal funds as this is allocated as it is spent.
- The following revenue appropriations have increased -
 - State 27th Pay increased for a miscellaneous adjustment to \$143,583.82
 - Local District Funding increased to \$1,272,360.06.
 - Interest Funds have increased to \$17,441.12 based on the state's monthly interest rate calculation. PCA has requested further clarification from the State of Delaware regarding how this is calculated. To assist with this, PCA is planning to invite a representative from the State of Delaware to explain this calculation at the next CBOC meeting.
- Local Carryover continues to remain at \$0 with a surplus of \$70,326.19.

Expenditures:

- PCA is 83.33% into the school year and overall expenditures are at 68.71% which is approximately 14.62% under the actual percentage for this month. If the capital expenditures and unallocated funds are removed, PCA has overall expenditures of 71.98% which is 11.35% under the actual percentage.
 - Last month PCA's expenditures were at 61.99%, which was 13.01% under the actual percentage, including unallocated. If the capital expenditures and unallocated funds were removed, PCA's overall expenditures as of last month were 64.93%, which is 10.07% under the actual percentage.
 - PCA is currently reviewing appropriations that are set to expire on June 30th, 2023. Based on current and planned expenditures, PCA believes that all funds will be spent appropriately.
 - Due to allowable expenses and pre-loaded appropriations from the State of Delaware, the following appropriations are set to expire. It is important to note that the below appropriations are for specified programs with estimated budgets from the State of Delaware.
 - 4 Hour Driver Training
 - 12 Hour Driver Training
 - Certified Driver Training
 - Homeless Transportation
 - Child Safety Awareness
 - Sub Reimbursement Family Leave
 - In the Transportation Department, expenditures are currently at 59.50%, which is 23.83% under the actual percentage for this month in the Charter Transportation (05177) budget.
 - This is lower than anticipated due to the bus arriving in July of FY24.
 - In the Cafeteria Department, expenditure is currently at 84.09%, which is 0.76% over the actual percentage for this month.
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- The PNC Bank Statements were reviewed for this month.
 - PCard Reconciliation was reviewed for this month.

Next Meeting: June 22nd, 2023 at 2:00 p.m.