

PCA Citizens Budget Oversight Committee

Meeting Minutes

April 23rd, 2020

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

Missing: Brenda Cowell

Meeting was conducted through a phone and Zoom conference.

Revenue:

- The District Carryover has remained the same from last month at \$64,568.58
- There are two line items in revenue that have been most likely impacted by the school closure. These line items include Food Service and Local Special Funds. We believe the following:
 - Local special funds is the line item for field trips and other expenditures where fees are paid to cover costs.
 - Food Service is the line item for the costs of preparing and serving meals. This is also impacted by the revenue generated by this program as well as the expenses.
 - In both of these line items we are looking to see if the loss in revenue will be negated by the loss in expenses.
- Local Facility Use has \$9,660.76 above the budgeted amount.
- The 101% in Local District Funding resulted from an increase over the anticipated budget due to interest payments in the amount of \$10,563.12.
- The budget has remained the same since February and we are at 97.62% of our funding.

Expenditures:

- We are 75% into the school year and our overall expenses are at 71.75% which is 3.25% under the actual percentage of the year. Last month (March) we were at 65.54% which is 1.2% under the actual percentage of the year.
- We are continuing to see a negative balance in 05389 due to the difference between what the state will reimburse for family leave and what we pay our long term substitute. We will be recoding the portion of the funds that are over the state reimbursements.
- In March, there is a deficit in Aftercare of \$1,412.23. This deficit was resolved after March payments were received. Currently there is no deficit.
- The school team will provide an update on grant expenditures next month.
- For transportation, we should see a reduction in the cost for fuel costs since busses are not running. Fuel currently has a remaining balance of \$25,468.61.
- Salaries accounts have been adjusted to better fit the current expenditures.
- The PNC Bank Statements were reviewed for this month and last month.
- P-Card Reconciliation was reviewed for this month and last month

Next Meeting: May 21st, 2020 at 2:00pm over Zoom and Conference Call.