

**PCA Citizens Budget Oversight Committee**

**Meeting Minutes**

**March 18<sup>th</sup>, 2021**

**Meeting was conducted through a phone conference**

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

Revenue:

- The school has received 97.12% of its expected funding as of February 28<sup>th</sup>, 2021.
- Homeless Transportation (05149) was increased by \$11,656.50 due to a funding increase from the State of Delaware. This change is reflected in the expenditure section as well.
- Educational Sustainment Fund (05289) was increased by the State of Delaware by \$2,603.
- The School Emergency Relief Fund (40730) was added for \$348,762. This is from the second round of CARES Act funding.
- The Delaware Charter School (40954) was added for \$750,000, which is from the CSP Expansion Grant.

Expenditures:

- PCA is 67% into the school year and overall expenditures are at 51.34% which is 15.66% under the actual percentage for this month. Last month's expenses were at 52.77% which was 5.23% under the actual percentage.
  - This shows a decrease in expenditures from last month due to the addition of \$1,098,762 from the School Emergency Relief Fund and CSP Expansion Grant.
- Based on planned expenditures, the budget shows a surplus of \$107,222.56.
- Ed. Opportunity Grant (05297) is currently showing a negative balance of \$3,591.49 as the grant is used for salaries. Due to constraints of the State of Delaware financial system, salaries and OECs are pulled from the same account. As of this meeting, the OECs from this account have been removed, which will bring the account positive and reflect at the next meeting.
- Sub-Family Leave (05389) is currently negative \$17,172.30 due to substitute costs related to parental leave this school year. PCA has submitted for reimbursement for these expenses and is waiting for the State of Delaware to refund the money.
- In the transportation budget, expenses are at 37.84% as of February 28<sup>th</sup>. This budget is still trending low but will increase as the asphalt project and bus lot upgrades are completed.
  - Homeless Transportation (55036) had a budget increase of \$15,4301.50, which brings the new account budget to \$21,430.50.
- In the cafeteria budget, expenses are at 62.11% as of February 28<sup>th</sup>, which is in line with 67% into the school year. Additionally, the cafeteria has a pending federal reimbursement of \$27,628.69 for February 2021.
- The PNC Bank Statements were reviewed for this month.
- PCard Reconciliation was reviewed for this month.

Next Meeting: April 22<sup>nd</sup>, 2021 at 2:00pm over Conference Call.