

PCA Citizens Budget Oversight Committee

Meeting Minutes

June 24th, 2021

Meeting was conducted through a phone conference

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

Revenue:

- The school has received 98.90% of its expected funding as of May 31st, 2021.
 - Federal COVID School Emergency Relief (40820) is a new appropriation for \$531,995. These are funds for the ESSER III ARP Grant and will carry into next fiscal year.
- PCA expects to receive additional revenue in the categories listed below. These amounts may not show until the June CBOC report.
 - PCA received an increase in Homeless Transportation funds due to summer funding for the program. These funds will carry over to next fiscal year.
 - In Food Service, PCA is expected to receive the remaining revenue. Additionally, PCA may exceed expected receipts in this category due to participating with the Summer Feeder Program.
- PCA does not anticipate receiving 100% of expected revenue in Local Special Funds and Local Interest Income. This is due to a lack of field trips and extracurricular activities in Local Special Funds during the COVID-19 pandemic. However, the school believes that increases in additional categories throughout the year will compensate for this decrease.
- As of the date of the CBOC meeting, PCA has also received \$17,172.10 for Substitute Reimbursement. These funds will show on next month's CBOC report.

Expenditures:

- PCA is 83% into the school year and overall expenditures are at 75.27% which is 16.33 % under the actual percentage for this month. The percentage is low due to additional grant funding and projects planned for the end of the fiscal year. Last month's expenses were at 67.4% which was 15.9% under the actual percentage.
- Based on planned expenditures, the budget shows a surplus of \$31,626.81.
- As of the CBOC meeting, PCA has spent all monies that would revert to the State of Delaware besides Standards & Assessments and Child Safety Awareness. These appropriations are for specific programs that eligible employees completed throughout the school year. The remainder of the funds will be reverted to the State of Delaware.
- The following accounts had shifts in this month's budget. The majority of this money was shifted from the Unallocated Funds lines to the appropriate account codes. This is due to the various grants and projects occurring at PCA:
 - Cafeteria Equipment (57011) in the food service department - \$0 to \$30,695.55
 - This corresponds with the cafeteria equipment line below being transferred to the food service department
 - Homeless Transportation (55036) in transportation department - \$21,430.50 to \$24,184.50
 - EPER Academic (51112) - \$33,806.13 to \$45,824.72
 - Administration (51169) - \$352,566.93 to \$364,066.93
 - Pension (52001) - \$679,677.48 to \$683,044.45
 - Health (52002) - \$677,731.83 to \$680,325.67
 - Cafeteria Equipment (57011) - \$36,132.30 to \$5,436.75
- The PNC Bank Statements were reviewed for this month.
- PCard Reconciliation was reviewed for this month.

Next Meeting: July 22nd, 2021 at 2:00pm