



BASSE

Minutes

Citizen Budget Oversight Committee

Date and Time

Monday April 28, 2025 at 2:00 PM

Location

Meetings are held online at the link below:

<https://us02web.zoom.us/j/88535392743?pwd=q2aK8HPuhEr9Yj7eKAahjb44cTs8E2.1>

Committee Members Present**Committee Members Absent**

C. Ashford, J. Fried, T. Berry

Guests Present

Brandon Paris (remote), Brian Moore (remote), Jeanine Martin (remote), K. Cauley (remote), Rachael Straithiff (remote), richard.riggs@doe.k12.de.us (remote)

I. Opening Items**A. Record Attendance****B. Call the Meeting to Order**

K. Cauley called a meeting of the Citizen Budgeet Oversight Committee Committee of BASSE to order on Monday Apr 28, 2025 at 2:01 PM.

C. Approve Minutes

Minutes from the March 18, 2025 CBOC meeting were reviewed and approved.

II. Review of FY24/25 Budget as of March 31, 2025

A. Revenues

1. Approximately 98.3% of the revenues due to the school from state, local and federal sources have been received. This represents approximately \$4.4 million of our total \$4.5 million in revenues.
2. Year-to-date we have only received \$14,423.14 of our total food service funds of approximately \$85,000. BASSE does not anticipate that 100% of this funding will be received.
3. Of our total CSP grant of \$750,000, \$727,000 are in our current fiscal year revenues.
4. Payroll expenses of \$969,073.37 remain under budget as the school has had several faculty positions that were unfilled for a period of time.
5. It appears that we still have approximately \$32,000 of capital funds that have not been spent. However, we need to verify whether this could be an outstanding construction change order from the contractor GGA Construction.
6. Our budgeted contingency for the year of \$4,200 remains below our target of \$75,000 due primarily to lower student counts. However, we are making progress to building it back up.
7. Budgeted student enrollment for the year of 208 students.
8. Our contract with Providence Creek Academy is in the financial statements at a level of \$28,200. And is for the months of January 25-June 25. The PCA staff have done a great job for the school particularly in terms of finding revenue dollars that had not been previously for.
9. The school's Proximate Network account has a current balance of approximately \$20,600. We are averaging expenditures of about \$5,200 each month from this account which would deplete the account in about (4) more months.

B. Expenditures

See above.

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 2:26 PM.

Respectfully Submitted,

K. Cauley