

DRAFT



BASSE

Minutes

Citizen Budget Oversight Committee Committee Meeting

Date and Time

Tuesday January 20, 2026 at 2:30 PM

<https://us02web.zoom.us/j/87455205402?pwd=u63mIX1TJfdafRsbhff3OlnQDrAnG5.1>

Committee Members Present

T. Berry (remote)

Committee Members Absent

None

Guests Present

C. Shetzler (remote), K. Cauley, P. Roberts (remote), chantalle.ashford@basse.k12.de.us (remote), raushann.austin@basse.k12.de.us (remote), richard.riggs@k12.doe.de.us (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

T. Berry called a meeting of the Citizen Budget Oversight Committee Committee of BASSE to order on Tuesday Jan 20, 2026 at 2:30 PM.

C.

Approve Minutes

T. Berry made a motion to approve the minutes from 12-16-2025 CBOC meeting Citizen's Budget Oversight Committee on 12-16-25.

The committee **VOTED** to approve the motion.

II. Review Financial Statements

A. Discussion of December 2025 financial statement

a. Ms. Austin provided a review of the budget and expenses for the month of December, 2025.

i. The revised financial report shows the budget aligned by funding codes with appropriation, amount received, amount anticipated to be received, difference and percent.

ii. The Budget for 2026 was established based on an enrollment of 123 students as of September 30, 2025. The total amount is \$3,010,746.24. As of December, 31, 2025, \$2,969,628.28 of the budget was received.

iii. During this review, Ms. AUstin noted one case where they moved Title 2 funds to Title 1. Ms. Roberts asked if we have the authority to move funds between those lines. The answer was yes. The rationale was Title 1 provides more flexibility.

iv. Ms. Austin is confident the remaining monies will be available to complete the school year.

v. At present, approximately 56% of the budget has been expended.

vi. Ms. Roberts asked the month on the report be corrected to read, December 2025.

b. The budget was based on 123 enrollments. The enrollment was 118 by the end of December, 2025.

c. Mr. Riggs asked if the CBOC could get a little more detail on expenditures at future meetings.

III. Other Business

A. Next CBOC meeting

Normally, the next meeting would be February 17, 2026. However, there is a schedule conflict. Ms. Cauley will be asked to reschedule the meeting.

IV. Closing Items

A. Adjourn Meeting

The motion was made by Ms. Shetzler and seconded by Dr. Berry to adjourn the meeting at 3:15PM, vote was unanimous in favor.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:15 PM.

Respectfully Submitted,
P. Roberts