



Delaware Design-Lab High School

Citizens' Budget Oversight Committee (CBOC) Meeting

Monday, 27 June 2016, 6:00 p.m.

179 Stanton Christiana Rd, Newark DE, 19702

Minutes

Present

Don France, Chair

Cory Budischak, Secretary

Dr. Cristina Alvarez, DL CEO

Richard Riggs, CSO Representative

Paul Miller, DL Vice Chair and Interim Treasurer

Shelley Ennis, Community Member

Innovative Schools member

Absent

Brian Shulman, Community Member

Financial reports were given to CBOC members on 6/27 in the morning for review before the meeting.

Meeting commenced 6:10pm

No minutes were recorded for the May meeting.

Mr. Riggs noted that we may want to skip July meeting.

Budget Narrative Overview by IS Rep

- Many schools got a consolidated grant above and beyond and DL got this as well and this was the federal funds.
- Items may come up at as negative expense. Sometimes budget lines are negative because things are being recoded that were originally coded to the wrong account. For example, May in Line 32.
- Projections for June are very close because June is almost done already.
- Rent was two months' worth of rent in May.
- Bus payments had been held back and there were large payments in June to the bus company reduced because of a dispute. The bulk payment in June was 5 months' worth of payments for the bus company.
- Mr. Riggs asked about the surplus and it was discussed how large the surplus would be which is estimated about \$80,000.
- Revenues aren't final until final student count happens on Sep 30th.
- Summer encumbrances came in lower and once this is final, there should be ~\$60,000 for ~\$140,000 as a surplus at the end of the year.
- The contingency fund was dumped into the surplus.

- Nursing and Subs: Line 16 is hired substitutes at the beginning of the year. Later in the year, a service was hired which is why there are two lines.
- Counselor is lumped into the same account code as the teachers (51100 acct code)
- Food was quite large this month (Line 52 asked by Dr. Budischak)
 - Dr. Archer - Reimbursements were put in for at that month when staff was reminded to put in their receipts.
- Line 5 vs. Line 44. The idea is that you get these to balance which is a goal for the future.

Meeting adjourned at 6:35