

DDLHS  
Citizens' Budget Oversight Committee (CBOC) Meeting

Monday, 25 September 2017, 6:00 p.m.  
179 Stanton Christiana Rd, Newark DE, 19702  
Minutes

**Present:**

Paul Miller, DDLHS Chair  
Brian Shulman, Community Member  
Michelle Lambert  
Joseph Pytel, Teacher Representative  
Richard Riggs - DOE Representative

**Call to Order 6:10pm**

Michelle Lambert stated we were approximately 16% through the year.

**Income**

Ms. Lambert stated that we have received about 75% of our state appropriation. The final student count will determine the remaining state funding. Currently expected to have about 300 enrollees. The original budget was completed on an estimated 325 students. The revised budget will be completed by November.

**Facilities & Maintenance**

Insurance is running high because this is paid upfront. Insurance payment is causing facilities & maintenance to run high overall, it should be back on track in the coming months.

**Food Service**

Ms. Lambert confirmed that the school has not had a bill yet for food services, which is why it's currently sitting a 0%.

**Instructional Support**

Mr. Riggs questioned why the school was running at 277% of budget for travel. Ms. Lambert and Mr. Miller responded that this line item includes travel for XQ, but it will be paid back by the QX grant during the finalization of the FY 2018 budget.

**Transportation**

The expense is running at 1% of the projected budget. Ms. Lambert let the committee know that transportation invoices are delayed.

**Miscellaneous**

Ms. Lambert stated that the projected surplus for FY 2018 is \$236,206. New to the CBOC documents is a print out of all the checks cut to vendors. There were several questions by the committee on large amounts to individuals. Ms. Lambert was able to provide the reasoning for these payments, as seen below:

1. Eric O'Landis	\$4,125	Psychologist
2. Barbara Rutter	\$3,700	Website Help
3. Santos Portillo	\$6,000	Painting
4. Arthur Turpin	\$2,880	Construction-Modular Units
5. Audrey McMahon	\$1,000	Coaching

**Meeting Adjourned: 6:35pm**