

Delaware Design-Lab High School
Citizens' Budget Oversight Committee (CBOC) Meeting

Monday, 27 March 2017, 6:00 p.m.
179 Stanton Christiana Rd, Newark DE, 19702
Minutes

Present:

Paul Miller, DL Vice Chair
Brian Shulman, Community Member
Michelle Lambert
Dr. Cristina Alvarez, DL CEO

Absent:

Don France, Chair
Cory Budischak, Secretary

Call to Order 6:08pm

Before Michelle Lambert started reviewing the budget, Paul Miller asked how far through the school year we were. Ms. Lambert stated we were 67% through the year.

Capital Outlay

Ms. Lambert started the review of the budget through February 2017. The committee asked why expense on building was at 134%. Ms. Lambert stated this was due to the modular units being built and the amended budget will correct these percentages.

Facilities & Maintenance

Brian Shulman and Paul Miller asked why energy and public utilities were running so far under budget. Ms.

Lambert confirmed that DL is up-to-date on their energy bills, and it was agreed that the school over budgeted utility expenses.

Food Service

Ms. Lambert confirmed that the school over budgeted the food service budget for the year. She also confirmed that at this time the vendor is lagging it billing.

Instructional Support

Mr. Shulman and Mr. Miller questioned why the school was running at 194% of budget for computer services. Ms. Lambert responded that this line item includes IT consulting services. She also confirmed that this under budgeted item was addressed in the revised budget.

Transportation

The expense is running at 28% of the projected budget.

Ms. Lambert let the committee know that we have all bills paid up to February 2017. It does not include the bill received in March, which has been paid. Transportation invoices are delayed approximately 2 months.

Miscellaneous

Ms. Lambert stated that the school has about \$600,000 left to pay in salary, which would zero out the surplus we currently see in the budget. Furthermore, Ms. Lambert stated that at the current rate the school is looking at a \$700,000 deficit to start FY18.

Meeting Adjourned: 6:27pm

