



Citizen Budget Oversight Committee Minutes

November 16, 2016

In Attendance: Sheryl Zitzelberger, Michael Padovani, Karen Thorpe, Chrisi Lockwood (OCS Financial Specialist), Riccardo Stoeckicht. George H and Dimitri Dandolas and Denise Parks.

Guest: Richard Riggs, DOE and Kate Klemas

Meeting began at 6:05 pm.

Review of September Meeting Minutes:

Motion to approve the October Meeting Minutes made by Michael Padovani and 2nd by Riccardo Stoeckicht. All approved minutes

Reviewed October 31, 2016 financials:

- Audit of Staff credentials is in process to make sure everything is accurate for state reporting
- Received \$5,000 for homeless transportation
- Received a bit of local money and charter school bills were sent out to districts are now paying
- Federal grant money is now available in the Federal line item that is restricted monies.
- Perkins money is projected to be available in November
- Aftercare revenue for September and October is higher than expected. Further analysis is needed to determine if this is a trend.
- Christina lawsuit is on-going and should meet the December deadline for charter school funds
- Salaries and benefits are trending a little high. Same notes from October here.
- Under budget on utilities but need a few more months to see the trend. Some credits were in the invoices earlier in the year.
- Keeping an eye on construction costs since some HVAC was replaced and a chair lift purchase in the future.
- Institutional Equip was an emergency purchase from the cafeteria.
- Performance Framework for next CBOC Meeting agenda

Procurement Policy Review:

Sheryl Z and Chrisi Lockwood met and edited sections IV through VIII for review. The sections IV through VIII. The document will be sent out electronically for edits and review. The next sections for review are Payroll and Cash Receipts. Cash Receipts from school trips and PTO dress down day.

Motion to adjourn meeting was made by Riccardo Stoeckicht and 2nd by Michael Padovini.

All approved adjournment

Meeting adjourned at 6:52 pm.