

Citizen Budget Oversight Committee

OCS Lower School Boardroom

**Attendees:** Sheryl Zitzelberger, Chair; Nick Manolakos, OCS; Dan Newcott, OCS; Dick Briggs, DOE; Liz Reid, Michael Padovani, Karen Thorpe, and Kate Klemas. Jen Ballas was dialed in.

Meeting commenced at 7:08 p.m. with the approval of the June minutes.

The approved budget for FY 2016 was reviewed and explained. Karen reported that all of the reports through June 30 with WSFS have been reconciled to the penny.

**Clarification of Budget Headers:**

**St. Thomas** – A triple-net-lease, not signed as of this meeting, is for 72% of the building. That income of \$25,000/month should cover all of our 28% expenses and leave us with a slight surplus. Modular expenses may have to be modified if the proposed leasee chooses to keep said structure.

**Before/After Care** – It is believed that due to the school hours change for FY 2016, there could be up to a **-20%** variance in the revenue.

**State Revenue (Operations)** – OCS will go from compensation for 7 custodians to 13 custodians. Jon Stewart is looking to save money by purchasing our own cleaning supplies and having three 29 hour people for each building. Saved dollars in this category can be used anywhere in Operations.

**Donations** - \$100,000 is from an insurance claim from previous FY. \$125,000 in donation towards our bubble gym.

**Expenditures** – Temporary Employment Services needs to be reduced. Insurance is higher for this FY only. There is also an increase due to a new HVAC system and new wiring due to the expansion.

**Food Service**– Transaction Fee- Why is there a charge when using credit card to pay for students' meals and to whom does that revenue benefit?

**DOE Ratio:** Ending cash balance for FY 2015 does not appear to be where it should be.

OCS teachers are paid 10% less than Red Clay teachers. Investors want a five-year projection and what OCS trend will be. CBOC Training is required for all members of the OCS CBOC. It needs to be done only once.

It has been suggested that the CBOC have monthly communication on 3-4 important topics from each meeting to educate the families. It could assist in getting people to donate their time and/or money when asked in the future. There needs to be a marketing campaign to educate the public on our proposed High School program and the "OCS Story." Innovative Schools may be of assistance. OCS may need to have a HS Recruitment Sub-Committee comprised of MS parents.

Next CBOC meeting slated for October 13, 2015 7 p.m.

Meeting adjourned at 8:50 p.m.