

Gateway Lab School

Citizen Budget Oversight Committee



Meeting Minutes

DATE: July 12, 2017
LOCATION: 2501 Centerville Road, Wilmington DE

Minutes

12-July-2017

CBOC Quarterly Meeting – Gateway Lab School

Convene @ 5:00 pm

Attendees:

- CBOC Members Present
 - Pam Draper (finance expertise)
 - Nate Schwartz (Parent)
 - Henry Clampitt (finance experience)
 - Richard Riggs (DOE liaison)

CBOC Members Absent

- Dorcell Spence (finance professional)
- Tim Griffiths (Educator)

CBOC Guest Present

- Diane Ruth (finance and accounting experience)

Henry led a discussion of the FY2018 Preliminary Budget. The enrollment basis was agreed by the Board to be 183 students, although the priority to increase that number prior to Sep-30 is urgent. At 183 students and what we know so far of their classifications, the Preliminary Budget will only balance based on three significant pockets of one-time funds shown below.

1. Strategic Plan (savings)	\$ 367K i.e., cash savings
2. Reduced Summer Pay	\$ 57K Proportional to lower headcount
3. FY2017 Carryover	\$ 140K i.e., cash savings
TOTAL	\$ 564K

Henry also led a brief discussion of DOE-proposed changes to state regulations regarding CBOC membership and training. He individually submitted inputs to DOE on the topic. At present, there is no deadline for when the amended regulations will go into effect.

Adjourn @ 6:00 pm

Minutes summarized by Henry Clampitt