

**Gateway Lab School**  
**Citizen Budget Oversight Committee**



**Meeting Minutes - Draft**

**DATE:** September 13, 2018 at 5:00 pm

**LOCATION:** 2501 Centerville Road, Wilmington DE (i.e., at the school)

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In attendance: Joyce Henderson, Sherlock Hack, Tara Ford, Pam Draper, Dorcell Spence, Richard Riggs

**Session started at 5pm**

- I. **August 2018 Meeting Minutes were approved**
- II. **Discussion of Enrollment Outlook and Staffing for FY2019** was presented by Pam Draper
  - a. Full Staffing level remained the same as August 2018
  - b. Student enrollment was down to 182 (73 IEP Basic - Complex)
  - c. eSchool new system upgrade continue to have glitches and will be addressed by Sept 21
- III. **Discussion of State/Local/Fed Income Outlook for FY2019** was presented by Docell Spence
  - a. Revenue receipts are at 50.1%
  - b. Average Local per pupil amounts show a reduction for FY 2018/19 and will affect GLS. The amount will be determined by the Sept 2018 enrollment numbers
- IV. **Review of FY2019 Budget and August2019 Financials** presented by Docell Spence
  - a. Expenditures are on target at 16.6%
  - b. Discussion were made on working toward a viable solution with the Accounting Services firm to have all payables processed within the accounting month
- V. **There were no Recommendations for the GLS Board**
- VI. **Session adjourned at 6pm**