



AGENDA

BUDGET & FINANCE COMMITTEE

Thursday, January 23, 2025

Food Service/ Child Nutrition Building
26138 Hwy. 23, Port Sulphur, LA 70083
5:30 P.M.

1. Call to order
2. Discussion and/or action in regard to approval of Budget vs. Actual-General & Special Revenue Funds - December 2024 - Katherine Phelan, CFO
 - a. **Recommendation is to approve the Budget vs. Actual- General & Special Revenue Funds, as presented.**
3. Discussion and/or action in regard to approval of restructuring the Technology Department - Dr. Shelley Ritz, Superintendent
 - a. **Recommendation is to approve the restructure and updated job descriptions of the System Administrator, IT Infrastructure Engineer, District IT Technician, Network Administrator, and IT Technician.**
4. Discussion and/or action in regard to approval of the Head Start FY Budget Narrative and Cost Allocation - Patricia Haydel, Director of Early Childhood Education
 - a. **Recommendation is to approve the Head Start FY25 Budget Narrative and Cost Allocation, as presented.**

Information Items:

- Sales Tax Report
 - Check Register-December 2024
 - Student Activity Report-Q2 (2nd Quarter)-2024-2025
 - Head Start December Budget
 - Ready Start Network Coordinated Funding Request
 - Head Start Enrollment Update - Total of 101 enrolled children. We unenrolled 3 children over the Christmas break who moved out of Plaquemines Parish.
5. Information Items
 6. Adjournment



COMMITTEE MEETING **NOTICE:**

There will be a Budget and Finance Committee Meeting of the Plaquemines Parish School Board on **Thursday, January 23, 2025, at 5:30 P.M.** **The meeting will take place at the district's Food Service/ Child Nutrition Building, located at 26138 Hwy. 23, Port Sulphur, LA 70083.**

Committee Members

Kristee Arbourgh-CHR.
Darilyn Demolle-Turner
Paul Lemaire
Jennifer Sanger
Bobby Ingraham-ALT.
Dr. Shelley Ritz
Katherine Phelan

All committee meetings are open to the public.