

Business Manager Report
May 26, 2005

1 Bank Account Balances- April 30, 2005

General Fund Cash Accounts	
PNC, PSDLAF, PSDMAX, PLGIT	
Investments, PSDLAF	\$ 762,910.05
ECTS Capital Reserve Fund, PSDLAF	\$ 215,294.64
ECTS Foundation-PNC, PSDLAF	\$ 205,234.53
Food Service Fund- PNC	\$ 3,330.35
Student Activities Fund-PNC	\$ 4,705.01
Total All Funds- bank balances	\$ 1,191,474.58

2 General Fund- April 30, 2005
Revenue and Expenditure Summary

ECTS-High School	Annual Budget	Actual	%
Fund Balance July 1, 2004	\$ 188,889	\$ 299,906	
		Year-to-Date	
Revenue	\$ 4,056,226	\$ 3,238,568	79.84%
Expenditure	\$ 4,245,115	\$ 3,257,053	76.72%
Change	\$ (188,889)	\$ (18,484)	
Fund Balance	\$ -	\$ 281,422	

RCTC	Annual Budget	Actual	%
Fund Balance July 1, 2003	\$ 115,900	\$ 122,856	
		Year-to-Date	
Revenue	\$ 403,167	\$ 286,136	70.97%
Expenditure	\$ 403,167	\$ 233,319	57.87%
Change	\$ -	\$ 52,817	
Fund Balance	\$ 115,900	\$ 175,673	

3 Food Service Fund- April 30, 2005
Income and Expense Summary

	Annual Budget	Actual	%
Retained Earnings- July 1, 2004	\$ 24,893	\$ 24,893	
		Year-to-Date	
Revenue	\$ 113,986	\$ 79,893	70.09%
Expense	\$ 111,806	\$ 99,650	89.13%
Gain/ (loss)	\$ 2,180	\$ (19,757)	
Retained earnings	\$ 27,073	\$ 5,137	

4	ECTS Capital Reserve Fund-	April 30, 2005		
		Annual Budget	Actual	%
	Fund Balance-July 1, 2004			
	High School designated	\$ 236,441	\$ 236,441	
			Year-to-Date	
	Plus: Transfers from General Fund		\$ 117,600	
	Sale of assets-surplus	\$ -	\$ -	
	Interest-PSDLAF	\$ 2,000	\$ 2,320	116.00%
		<u>\$ 2,000</u>	<u>\$ 119,920</u>	
	Less: Expenditures			
	Lease, equipment	\$ 176,898	\$ 141,066	79.74%
	Fund Balance	\$ 61,543	\$ 215,295	

5	ECTS Foundation-	April 30, 2005
	Fund Balance - July 1, 2004	\$ 236,441
	Contributions and revenues-YTD	\$ 2,226
	Expenditures-YTD	\$ 12,899
	Fund Balance - YTD	\$ 225,768

6	NOREBT-ECTS	mo/EE \$630 Medical/ Rx	mo/EE \$65 Dental	mo/EE \$6 Vision	Mini- pool	mo/EE \$701 Total
	Account Balance July 1, 2004	\$ 338,925	\$ (2,243)	\$ 3,198	\$ 201,387	\$ 541,267
	Plus: YTD Contributions	\$ 343,033	\$ 32,386	\$ 2,888	\$ 40,215	\$ 418,522
	Less: YTD gross claims	\$ 324,091	\$ 29,173	\$ 3,140		\$ 356,403
	Less: Admin expenses/stop-loss ins	\$ 70,374	\$ 1,519	\$ 379	\$ 5,410	\$ 77,682
	Less: Total YTD claims/exps.	<u>\$ 394,464</u>	<u>\$ 30,692</u>	<u>\$ 3,519</u>	<u>\$ 5,410</u>	<u>\$ 434,085</u>
	Total YTD claims and expenses					
	YTD contribution less expense	\$ (51,431)	\$ 1,694	\$ (631)	\$ 34,806	\$ (15,563)
	Account balance -3/31/05 YTD	9 <u>\$ 287,494</u>	<u>\$ (549)</u>	<u>\$ 2,567</u>	<u>\$ 236,193</u>	<u>\$ 525,704</u>
	Months of claims in reserve	8.0	(0)	\$ 7.4		13.3
	avg monthly claims	\$ 36,010	\$ 3,241	\$ 321		\$ 39,600
	NOREBT- prepaid claims/expenses					
	ECTS account balances	\$ 289,512				
	ECTS mini-pool share	<u>\$ 236,193</u>				
	Reserved Fund Balance-prepaid medical	<u>\$ 525,704</u>				

7 Other information

- a NOREBT expenses, (through 3/31), has exceeded contributions by \$50,368.
ECTS mini-pool for large claims expense has increased by \$34,806 (claims to \$40,000)
Net change Y-T-D is a decrease of \$15,562
- b NOREBT and Highmark are planning a new approach to wellness programming as the next best way to help manage employee health and healthcare costs. The schools in the trust are planning a Summer 2005 workshop to plan wellness activities that are proven to control or reduce healthcare utilization.
- c Payroll processing agreement-Natalie Fatica and Paul Fritz have been looking at alternatives to ProSoft for payroll processing including ADP and ECCA. We hope to move to a new system starting with the 3rd Qtr-July 1, 2005. Customer service, ease of use, and operational efficiency are our concerns.
- d An equipment bid request is advertised for the purchase of a refrigeration learning system, funded in part by a state equipment purchase grant. The JOC will consider the bid proposals for award at the June meeting.
- e Admin will be reviewing the procurement card individual credit limits for adjustments effective July 1. We can adjust the individual card purchasing limits annually. Also we will be reducing the number of user licenses for the ProSoft requisition system due to the greatly reduced number of requisitions needed because of the procurement cards. Administrators, select support staff, and select professional staff will share the 20 licenses available, a reduction from the 50 now in use.