

Business Manager Report
September 23, 2004

1 Bank Account Balances- August 31, 2004

General Fund Cash Accounts	
PNC, PSDLAF, PSDMAX, PLGIT	
Investments, PSDLAF	\$ 770,299.98
ECTS Capital Reserve Fund, PSDLAF	\$ 156,640.14
ECTS Foundation-PNC, PSDLAF	\$ 211,674.40
Food Service Fund- PNC	\$ 5,677.66
Student Activities Fund-PNC	\$ 2,473.11
Total All Funds- bank balances	\$ 1,146,765.29

2 General Fund- August 31, 2004
Revenue and Expenditure Summary

ECTS-High School	Annual Budget	Actual	%
Fund Balance July 1, 2004	\$ 188,889	\$ 299,906	
		Year-to-Date	
Revenue	\$ 4,045,985	\$ 589,037	14.56%
Expenditure	\$ 4,234,874	\$ 515,735	12.18%
Change	\$ (188,889)	\$ 73,302	
Fund Balance	\$ -	\$ 373,208	

RCTC	Annual Budget	Actual	%
Fund Balance July 1, 2003	\$ 115,900	\$ 122,856	
		Year-to-Date	
Revenue	\$ 361,190	\$ 21,035	5.82%
Expenditure	\$ 361,190	\$ 18,532	5.13%
Change	\$ -	\$ 2,503	
Fund Balance	\$ 115,900	\$ 125,359	

3	Food Service Fund- Income and Expense Summary	August 31, 2004		
		<u>Annual Budget</u>	<u>Actual</u>	<u>%</u>
	Retained Earnings- July 1, 2004	\$ 24,893	\$ 24,893	
			Year-to-Date	
	Revenue	\$ 113,986	\$ 1	0.00%
	Expense	\$ 111,806	\$ -	0.00%
	Gain/ (loss)	\$ 2,180	\$ 1	
	Retained earnings	\$ 27,073	\$ 24,895	

4	ECTS Capital Reserve Fund-	August 31, 2004		
		<u>Annual Budget</u>	<u>Actual</u>	<u>%</u>
	Fund Balance-July 1, 2004			
	High School designated	\$ 236,441	\$ 236,441	
			Year-to-Date	
	Plus: Transfers from General Fund		\$ -	
	Sale of assets-surplus	\$ -	\$ -	
	Interest-PSDLAF	\$ 2,000	\$ 361	18.05%
		\$ 2,000	\$ 361	
	Less: Expenditures			
	Lease, equipment	\$ 176,898	\$ 80,162	45.32%
	Fund Balance	\$ 61,543	\$ 156,640	

5	ECTS Foundation-	August 31, 2004	
	Fund Balance - July 1, 2003		
	July 1, 2001 balance	\$ 211,058	
	Contributions and revenues-YTD	\$ 767	
	Expenditures-YTD	\$ -	
	Fund Balance - YTD	\$ 211,824	

6 NOREBT-ECTS

		mo/EE \$630 Medical/ Rx	mo/EE \$65 Dental	mo/EE \$6 Vision	mo/EE \$701 Total	Mini- pool
Account Balance July 1, 2003		\$ 389,500	\$ 648	\$ 1,943	\$ 392,091	\$ 160,895
Plus: YTD Contributions		\$ 428,122	\$ 44,815	\$ 4,191	\$ 477,128	\$ 40,492
Less: YTD gross claims		\$ 269,324	\$ 45,445	\$ 2,366	\$ 317,135	
Less: YTD Prescription claims		\$ 116,371			\$ 116,371	
Less: Admin expenses/stop-loss ins		\$ 93,002	\$ 2,262	\$ 570	\$ 95,833	\$ -
Less: Total YTD claims/exps.		\$ 478,697	\$ 47,706	\$ 2,936	\$ 529,339	\$ -
Total YTD claims and expenses						
YTD contribution less expense		\$ (50,575)	\$ (2,891)	\$ 1,255	\$ (52,211)	\$ 40,492
Account balance - 6/30/04 YTD	12	\$ 338,925	\$ (2,243)	\$ 3,198	\$ 339,880	\$ 201,387
Months of claims in reserve		15.1	(1)	\$ 16.2	12.9	
NOREBT- prepaid claims/expenses						
ECTS account balances		\$ 339,880				
ECTS mini-pool share		\$ 201,387				
Reserved Fund Balance-prepaid medical		\$ 541,267				

7 Other information

- a The audited financial statements as of June 30, 2004 are complete for this month's JOC approval. Jim Gloekler and Natalie Heberlein from Felix and Gloekler, P.C. will be presenting the reports at the Septemebr meeting.
- b. The PNC/VISA purchasing card program is going very well and is being welcomed by our staff. July through Sept 16th we've had 276 individual purchase transactions from 115 different companies. The average transaction was \$325.23. Total purchases were \$89,764.06. We've eliminated generating 276 purchase orders and 115 checks.