Business Manager Report
January 25, 2007

1 Bank Account Balances- December 31 2006

General Fund Cash Accounts		
PNC, PSDLAF, PSDMAX, PLGIT		
Investments, PSDLAF	$	719,109.82
ECTS Capital Reserve Fund, PSDLAF	$	332,878.83
ECTS Foundation- PSDLAF	$	211,228.82
Food Service Fund- PNC	$	8,343.03
Student Activities Fund-PNC	$	10,482.54
Total All Funds- bank balances	$	1,282,043.04

2 General Fund- December 31 2006
Revenue and Expenditure Summary

ECTS-High School		Annual Budget		Actual	%
Fund Balance July 1, 2006	$	147,295	$	295,674	
				Year-to-Date	
Revenue	$	5,005,212	$	2,300,164	45.96%
Expenditure and reserve	$	5,152,507	$	2,290,799	44.46%
Change	$	(147,295)	$	9,365	
			$	-	
Year-to-date Fund Balance-	$	-	$	305,039	

RCTC		Annual Budget		Actual	%
Fund Balance July 1, 2006	$	186,740	$	199,511	
				Year-to-Date	
Revenue	$	510,430	$	217,414	42.59%
Expenditure and reserve	$	697,170	$	171,188	24.55%
Change	$	(186,740)	$	46,226	
Year-to-date Fund Balance-	$	-	$	245,737	

3 Food Service Fund- December 31 2006
Income and Expense Summary

		Annual Budget		Actual	%
Retained Earnings- July 1, 2006	$	42,588	$	42,588	
				Year-to-Date	
Revenue	$	125,000	$	51,031	40.82%
Expense	$	125,000	$	34,236	27.39%
Gain/ (loss)	$	-	$	16,795	
Year-to-date Retained earnings	$	42,588	$	59,383	

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ECTS Capital Reserve Fund-		**December 31 2006**
		Actual
Fund Balance-July 1, 2006		
High School designated	$	80,859
		Year-to-Date
Plus: Transfers from General Fund		
Sale of land	$	275,000
Interest-PSDLAF	$	2,623
	$	277,623
Less: Expenditures		
Capital repairs	$	25,603
Equipment	$	-
Year-to-date Fund Balance	$	332,879

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ECTS Foundation-		**December 31 2006**
Fund Balance - July 1, 2006	$	206,428
Contributions and revenues-YTD	$	8,230
Expenditures-YTD	$	2,260
Fund Balance - YTD	$	212,399

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NOREBT-ECTS 06-07		mo/EE $847 Medical/ Rx	mo/EE $74 Dental	mo/EE $8.50 Vision	Mini- pool	mo/EE $929.50 Total
Account Balance July 1, 2006		$ 284,723	$ -	$ -	$ 285,947	$ 570,670
Plus: YTD Contributions		$ 158,179	$ 16,256	$ 1,863	$ 23,891	$ 200,189
Less: YTD gross claims		$ 190,103	$ 13,948	$ 2,199	$ -	$ 206,251
Less: Admin expenses/stop-loss ins		$ 12,504	$ 706	$ 168	$ 23,891	$ 37,269
Less: Total YTD claims/exps.		$ 202,608	$ 14,654	$ 2,367	$ 23,891	$ 243,519
Total YTD claims and expenses						
YTD contribution less expense		$ (44,429)	$ 1,602	$ (504)	$ -	$ (43,331)
Account balance **-10/31/2006** YTD	4	$ 240,294	$ 1,602	$ (504)	$ 285,947	$ 527,339
Months of claims in reserve		5.1	0	$ (0.9)		10.2
avg monthly claims		$ 47,526	$ 3,487	$ 466		$ 51,563
NOREBT- prepaid claims/expenses						
ECTS pool account balances		$ 241,392				
Mini-pool - ECTS share of trust		$ 285,947				
ECTS Wellness account		$ (94)				
Reserved Fund Balance-prepaid medical		$ 527,245				

7 Other information

a Preparing purchase orders for Perkins Local Plan and the CTE equipment grant approved equipment purchases

b We are finalyzing the purchase and installation plan for the Avaya integrated communications system from
Treese Comunications, McKean.
We are planning on presenting a purchase contract for JOC approval at the February meeting. The purchase will use state pricing through PEPPM.

c The Auditor General's staff is conducting their bi-annual on site audit work, scheduled through February
Their work to date (1/18/07) has focused on:
- JOC member Statements of Financial Interests- please file annually with ECTS by May 1.
- Professional certifications - teachers
- Procurement cards - VISA/PNC
- Student Activity Funds - SkillsUSA

d We are working with McPherson Management in preparing an RFP for our insurance program
Commercial property and liability package, and workers compensation-effective July 1, 2007.
This is done every three years.

e We are working to respond to SA Wagner Agency and Utica Insurance regarding the loss control recommendation letter requiring fire and smoke alarm systems in our buildings. Mr. Sceiford is working wth our architects and vendors in reaching a solution (please refer to the letter under correspondence).
The 2007-08 General Fund budget includes $15,000 toward a solution.

f The school district school boards should be considering the 2007-08 General Fund budget during their January meetings.
So far (1/18/07) approval has been received from Ft. LeBoeuf and Union City.