

Business Manager Report- prepared by Paul Fritz
February 24, 2011

1	General Ledger Bank Account Balances-	January 31, 2011	December 31 2010
	General Fund Cash Accounts		
	PNC, PSDLAF, PSDMAX, PLGIT	\$ 977,216.31	\$ 990,367.60
	ECTS Capital Projects Fund, PSDLAF	\$ 138,422.04	\$ 138,818.11
	Food Service Fund- PNC	\$ 16,510.45	\$ 16,073.41
	Student Activities Fund-PNC	\$ 3,269.99	\$ 5,185.86
	Total All Funds- Bank Balances	\$ 1,135,418.79	\$ 1,150,444.98
	ECVT Foundation- PSDLAF	\$ 3,774.88	\$ 3,503.38
	ECVT Foundation-ECF (12/30/10)	\$ 184,358.99	\$ 175,185.76
	Total ECVT Foundation	\$ 188,133.87	\$ 178,689.14

2	General Fund-	January 31, 2011		
	Revenue and Expenditure Summary			
	ECTS-High School	Annual Budget	YTD Actual	%
	Fund Balance-Assigned-HS -July 1, 2010	\$ 78,978	\$ 283,078	
	Fund Balance-Assigned PSERS- July 1, 2010	\$ 43,750	\$ 43,750	
	Revenue-District contributions-accrued	\$ 3,815,770	\$ 3,815,770	100.00%
	Revenue- all other sources	\$ 2,010,972	\$ 902,099	44.86%
	Total Revenue	\$ 5,826,742	\$ 4,717,869	
	Expenditure and reserve	\$ 5,784,183	\$ 2,758,120	47.68%
	Change	\$ 42,559	\$ 1,959,748	
	Fund Balance-Assigned-PSERS	\$ 86,250	\$ 86,250	
	Fund Balance-Assigned-HS	\$ 79,037	\$ 1,298,228	

	RCTC	Annual Budget	YTD Actual	%
	Fund Balance July 1, 2010	\$ 84,383	\$ 144,750	
	Revenue	\$ 402,927	\$ 174,614	43.34%
	Expenditure and reserve	\$ 402,927	\$ 175,561	43.57%
	Change	\$ -	\$ (946)	
	Fund Balance-Assigned-RCTC	\$ 84,383	\$ 143,804	

3	Food Service Fund-	January 31, 2011		
	Income and Expense Summary			
		Annual Budget	YTD-Actual	%
	Retained Earnings- July 1, 2010	\$ 60,668	\$ 60,668	
	Revenue	\$ 180,000	\$ 106,652	59.25%
	Expense	\$ 180,000	\$ 87,127	48.40%
	Gain/ (loss)	\$ -	\$ 19,526	
	Year-to-date Retained earnings	\$ 60,668	\$ 80,194	

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ECTS Capital Projects Fund-		January 31, 2011
		YTD-Actual
Fund Balance-July 1, 2010		
Designated-Transition Center		19,134
Designated-Lighting Construction		214,215
Undesignated	\$	107,167
	\$	340,516
Plus:		
Transfers from General Fund Budgeted	\$	10,400
Interest-PSDLAF	\$	2,783
	\$	13,183
Less:		
Transition Center Kitchen payments	\$	2,208
Transition Center Kitchen encumbered	\$	189
Lighting construction project payments	\$	213,259
Lighting construction project encumbered	\$	1,560
Maintenance equipment-tractor-encumbered	\$	25,667
	\$	242,883
Fund Balance	\$	110,816
Assigned-Transition Center	\$	16,737
Assigned- Lighting Project	\$	1,560
Unassigned	\$	92,519
	\$	110,816

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Student Activity Fund		January 31, 2011
		YTD-Actual
<u>Fund Balances- July 1, 2010</u>		
Designated-SkillsUSA	\$	2,703
Designated-NTHS	\$	817
	\$	3,520
<u>Revenue</u>		
SkillsUSA	\$	7,996
National Technical Honor Society	\$	37
	\$	8,033
<u>Expenditure</u>		
SkillsUSA	\$	8,282
National Technical Honor Society	\$	-
	\$	8,282
<u>Fund Balances- YTD</u>		
Assigned-SkillsUSA	\$	2,416
Assigned-NTHS	\$	854
	\$	3,270

6	NOREBT-ECTS	mo/EE \$1,108 Medical/ Rx	mo/EE \$62 Dental	mo/EE \$10 Vision	mo/EE \$1,180 Total	Excess Loss fund
	Account Balance July 1, 2010	\$ 113,736	\$ -	\$ -	\$ 113,736	\$ 378,215
	Plus: YTD Contributions+receipts	\$ 303,716	\$ 19,964	\$ 3,220	\$ 326,900	\$ 55,727
	Less: YTD gross claims	\$ 356,969	\$ 27,473	\$ 4,744	\$ 389,186	\$ -
	Less: Admin expenses/stop-loss ins	\$ 15,855	\$ 1,036	\$ 280	\$ 17,171	\$ 55,727
	Less: Total YTD claims/exps.	\$ 372,824	\$ 28,509	\$ 5,024	\$ 406,357	\$ 55,727
	Total YTD claims and expenses					
	YTD contribution less expense	\$ (69,108)	\$ (8,545)	\$ (1,804)	\$ (79,457)	\$ -
	Account balance - 12/31/10 YTD	\$ 44,628	\$ (8,545)	\$ (1,804)	\$ 34,279	\$ 378,215
	Months of claims + expenses in reserve	0.7	(2)	(2.3)	0.5	
	avg monthly claims + expenses	\$ 62,137	\$ 4,752	\$ 837	\$ 67,726	
	NOREBT- prepaid claims/expenses					
	ECTS account balance	\$ 34,279				
	Excess loss fund - ECTS share of trust assets	\$ 378,215				
	Wellness balance	\$ 4,737				
	Reserved Fund Balance-prepaid medical	\$ 417,231				

7 Other information

- a Career and Alternative Education Program enrollment through JANUARY YTD average is 60.12
Projecting current enrollment of 69 through the balance of the year, the 10-11 revenue should exceed expenditure by \$12,314. the 10-11 average enrollment estimated at 64.22.
(2009-10 average enrollment was 54 with an operating loss of \$15,954)
- b First Energy rebates have been received for the lighting project-\$81,686.50
- c Perkins Secondary Local Plan- 10-11 projections and grant revisions
Staff requests were reviewed and submitted to PDE for approval

8 Scheduled and attended outside meetings and training workshops/webinars

- a 2/22/11-ProSoft Financial Software Enhancements-webinar
- b 2/24/11-PASBO- Accounting and Financial Reporting in PA-webinar
- c 3/25/11-PASBO Commonwealth budget - webinar

CAEP - Summary

District Invoices	2010-11 avg #	Actual 2010-11 YTD	Aug/Sept	Oct	Nov	Dec	Jan
Crawford Central	5.46	\$ 34,450	\$ 4,420	\$ 5,655	\$ 7,085	\$ 6,760	\$ 10,530
Fairview	3.01	\$ 18,980	\$ 3,315	\$ 4,550	\$ 3,705	\$ 3,120	\$ 4,290
Ft LeBoeuf	7.26	\$ 45,760	\$ 10,920	\$ 8,775	\$ 8,775	\$ 7,605	\$ 9,685
General McLane	3.97	\$ 25,025	\$ 4,810	\$ 6,825	\$ 5,070	\$ 4,160	\$ 4,160
Girard	5.31	\$ 33,475	\$ 3,445	\$ 5,460	\$ 7,410	\$ 7,280	\$ 9,880
Harbor Creek	1.54	\$ 9,685	\$ 1,430	\$ 1,300	\$ 2,275	\$ 2,080	\$ 2,600
Iroquois	8.26	\$ 52,065	\$ 9,815	\$ 11,310	\$ 10,465	\$ 9,360	\$ 11,115
Millcreek	9.22	\$ 58,110	\$ 11,570	\$ 11,050	\$ 11,570	\$ 10,920	\$ 13,000
North East	10.12	\$ 63,830	\$ 15,210	\$ 13,000	\$ 12,415	\$ 10,400	\$ 12,805
Northwestern	0.24	\$ 1,495	\$ 1,430	\$ 65	\$ -	\$ -	\$ -
Penncrest	0.34	\$ 2,145				\$ 1,040	\$ 1,105
Union City	3.48	\$ 21,970	\$ 5,720	\$ 4,940	\$ 3,705	\$ 3,120	\$ 4,485
Wattsburg	1.92	\$ 12,090	\$ 1,625	\$ 1,300	\$ 2,535	\$ 3,120	\$ 3,510
Total Revenue =180*65*\$65	60.12	\$ 379,080	\$ 73,710	\$ 74,230	\$ 75,010	\$ 68,965	\$ 87,165
10-1442-329-SARCC =180*65*\$57		\$ 338,775	\$ 68,001	\$ 67,179	\$ 67,887	\$ 59,965	\$ 75,743
		54%					
10-1442-100/200	54%	\$ 21,574					
10-1442-580/610	54%	\$ 27,555					
Total 1442		\$ 387,904					
		54%					
Revenue less Expense		\$ (8,824)					
Revenue from Districts		\$ 379,080	\$ 73,710	\$ 74,230	\$ 75,010	\$ 68,965	\$ 87,165
Days	97		22	20	19	16	\$ 20
	54%						
per day rate	\$ 65.00						
# students-average	60		52	57	61	66	\$ 67
10-1442-329-SARCC		\$ 338,775	\$ 68,001	\$ 67,179	\$ 67,887	\$ 59,965	\$ 75,743
Days	97		22	-	19	16	\$ 20
per day rate	\$ 58		\$ 60	\$ 59	\$ 59	\$ 57	\$ 56
Revenue per student		\$ 11,700					
SARCC per student		\$ 10,456					
Amount for local costs		\$ 1,244					

VISA Statement and Receipts
date received log

Card Holder	11/27/10	12/27/10	1/27/2011
Camp, Mary Ellen	12/6/2010	1/3/2011	2/3/2011
DiPlacido, Frank	12/7/2010	1/10/2011	2/9/2011
Donnell, William	12/9/2010	1/5/2011	2/8/2011
Fatica, Natalie	N/A	1/3/2011	2/3/2011
Fritz, Paul	12/6/2010	1/4/2011	2/4/2011
Heubel, Patricia	12/7/2010	1/3/2011	2/4/2011
Hodas, Patricia	12/7/2010	1/5/2011	2/4/2011
Holland, Patrick	12/6/2010	N/A	N/A
Jackson, Aldo	12/7/2010	1/4/2011	2/3/2011
Neely, Tiffany	12/7/2010	1/4/2011	2/4/2011
Kennerknecht, Jan	12/6/2010	1/4/2011	2/9/2011
Lasher, Pam	12/6/2010	1/4/2011	2/3/2011
Palloto, Kathy	12/6/2010	1/3/2011	2/15/2011
Sceiford, Steven	12/6/2010	1/10/2011	2/8/2011
Smith, Jeffrey	12/17/2010	1/21/2011	2/9/2011
Tarasovitch, Joseph	12/6/2010	1/3/2011	2/3/2011
Balsiger, Kenneth	12/9/2010	1/4/2011	2/3/2011
Bright, Tamara	12/6/2010	1/5/2011	2/7/2011
Carr, Sandra	12/7/2010	1/18/2011	2/3/2011
Craft, Robert	12/9/2010	1/3/2011	2/7/2011
Cyphert, Mark	12/7/2010	1/4/2011	2/4/2011
Erdman, Donna	12/15/2010	1/3/2011	2/4/2011
Grimes, Robin	N/A	1/4/2011	2/3/2011
Grossman, Janet	12/7/2010	1/4/2011	2/3/2011
Hamilton, Stephanie	12/14/2010	1/5/2011	N/A
Hewitt, Roach	12/7/2010	1/4/2011	2/3/2011
Hofmeister, Don	12/14/2010	1/6/2011	2/4/2011
Lucarotti, Andrea	N/A	1/5/2011	2/4/2011
Lytle, Charles	12/7/2010	1/6/2011	2/4/2011
Massello, Tracy	12/7/2010	1/6/2011	2/4/2011
Michalak, David	12/7/2010	1/21/2011	2/8/2011
Mientkiewicz, Timothy	12/7/2010	1/4/2011	2/8/2011
Oakes, Curt	12/10/2010	1/6/2011	2/3/2011
Palo, Patricia	12/7/2010	N/A	2/3/2011
Salorino, Joseph	12/17/2010	1/18/2011	2/8/2011
Sargent, Mariea	12/9/2010	1/4/2011	2/3/2011
Scalise, Lesa	12/14/2010		2/7/2011
Shaffer, Elaine	12/7/2010	1/3/2011	2/4/2011
Sorensen, Lisa	12/7/2010	1/11/2011	2/4/2011
States, Sherry	12/13/2010	N/A	2/4/2011
Steever, Sam	12/7/2010	1/18/2011	2/17/2011
Suprynowicz, Robert	12/17/2010	N/A	2/7/2011
Wilber, Danielle	12/15/2010	N/A	2/17/2011
Yanosko, David	12/7/2010	1/4/2011	2/8/2011
Zimmermann, Phylis		1/4/2011	2/8/2011