

Business Manager Report- prepared by Paul Fritz
June 23, 2011

1	General Ledger Bank Account Balances-	May 31, 2011	April 30, 2011
	General Fund Cash Accounts		
	PNC, PSDLAF, PSDMAX, PLGIT	\$ 1,094,735.14	\$ 1,028,815.04
	ECTS Capital Projects Fund, PSDLAF	\$ 383,505.28	\$ 385,505.27
	Food Service Fund- PNC	\$ 22,128.23	\$ 19,827.86
	Student Activities Fund-PNC	\$ 1,126.41	\$ 1,126.41
	Total All Funds- Bank Balances	\$ 1,501,495.06	\$ 1,435,274.58
	ECVT Foundation- PSDLAF	\$ 4,162.87	\$ 3,967.09
	ECVT Foundation-ECF (4/30/11)	\$ 196,085.30	\$ 191,450.12
	Total ECVT Foundation	\$ 200,248.17	\$ 195,417.21

2	General Fund-	May 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- <i>accrued</i>	\$ 3,815,770 \$ 3,815,770 100.00%
	Revenue- all other sources	\$ 2,010,972 \$ 1,733,042 86.18%
	Total Revenue	\$ 5,826,742 \$ 5,548,812
	Expenditure and reserve	\$ 5,784,183 \$ 4,875,862 84.30%
	Change	\$ 42,559 \$ 672,950
	Fund Balance-Assigned-PSERS	\$ 86,250 \$ 86,250
	Fund Balance-Assigned-HS	\$ 79,037 \$ 913,528

	RCTC	Annual Budget YTD Actual %
	Fund Balance July 1, 2010	\$ 84,383 \$ 144,750
	Revenue	\$ 402,927 \$ 298,392 74.06%
	Expenditure and reserve	\$ 402,927 \$ 288,181 71.52%
	Change	\$ - \$ 10,211
	Fund Balance-Assigned-RCTC	\$ 84,383 \$ 154,961

3	Food Service Fund-	May 31, 2011
	Income and Expense Summary	
		Annual Budget YTD-Actual %
	Retained Earnings- July 1, 2010	\$ 60,668 \$ 60,668
	Revenue	\$ 180,000 \$ 185,903 103.28%
	Expense	\$ 180,000 \$ 171,552 95.31%
	Gain/ (loss)	\$ - \$ 14,352
	Year-to-date Retained earnings	\$ 60,668 \$ 75,020

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ECTS Capital Projects Fund-		May 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	\$	284,063
Interest-PSDLAF	\$	4,061
	\$	288,124
Less:		
Transition Center Kitchen payments	\$	2,208
Lighting construction project payments	\$	213,259
Energy Audit payments (rebates)	\$	4,000
Maintenance equipment-tractor	\$	25,667
	\$	245,134
Fund Balance	\$	383,506
Assigned-Transition Center	\$	16,926
Assigned- Lighting Project	\$	1,560
Unassigned	\$	365,020
	\$	383,506

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Student Activity Fund		May 31, 2011
		YTD-Actual
<u>Fund Balances- July 1, 2010</u>		
Designated-SkillsUSA	\$	2,703
Designated-NTHS	\$	817
	\$	3,520
<u>Revenue + Transfers</u>		
SkillsUSA	\$	17,270
National Technical Honor Society	\$	616
	\$	17,885
<u>Expenditure</u>		
SkillsUSA	\$	19,452
National Technical Honor Society	\$	1,140
	\$	20,592
<u>Fund Balances- YTD</u>		
Assigned-SkillsUSA	\$	521
Assigned-NTHS	\$	292
	\$	814

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NOREBT-ECTS		mo/EE \$1,108	mo/EE \$62	mo/EE \$10	mo/EE \$1,180	Excess
		Medical/ Rx	Dental	Vision	Total	Loss fund
Account Balance July 1, 2010		\$ 113,736	\$ -	\$ -	\$ 113,736	\$ 378,215
Plus: YTD Contributions+receipts		\$ 444,406	\$ 29,946	\$ 4,830	\$ 479,182	\$ 84,119
Plus prescription rebates		\$ 8,814			\$ 8,814	
Plus prescription rebates 2000-2007		\$ 8,823			\$ 8,823	
Plus claims reimbursment from excess loss fund		\$ 57,554			\$ 57,554	
Plus: Trust interest allocation 1993-2010 (A/R)		\$ 100,859			\$ 100,859	
		\$ 620,456	\$ 29,946	\$ 4,830	\$ 655,232	\$ 84,119
Less: YTD gross claims		\$ (552,860)	\$ (37,406)	\$ (6,536)	\$ (596,802)	\$ -
Less claims reimbursment from excess loss fund					\$ -	\$ (57,554)
Less: Admin expenses/stop-loss ins		\$ (28,002)	\$ (1,570)	\$ (422)	\$ (29,994)	
Less: Total YTD claims/exps.		\$ (580,862)	\$ (38,976)	\$ (6,958)	\$ (626,796)	\$ (57,554)
Total YTD claims and expenses						
YTD contribution less expense		\$ 39,594	\$ (9,030)	\$ (2,128)	\$ 28,436	\$ 26,565
Account balance -3/31/11 YTD +interest AR	9	\$ 153,330	\$ (9,030)	\$ (2,128)	\$ 142,172	\$ 404,780
Months of claims + expenses in reserve		(2.4)	2	\$ 2.9	(2.0)	
avg monthly claims + expenses		\$ (64,540)	\$ (4,331)	\$ (773)	\$ (69,644)	
NOREBT- prepaid claims/expenses						
ECTS account balance		\$ 142,172				
Excess loss fund - ECTS share of trust assets		\$ 404,780				
Wellness balance		\$ 5,132				
Reserved Fund Balance-prepaid medical		\$ 552,084				
						accrued balance 6/30/11-pre-audit

7 Other information

- a Career and Alternative Education Program average enrollment for 2010-2011 was 62
2010-11 operating loss of \$5,488 (pre-audit)
(2009-10 average enrollment was 54 with an operating loss of \$15,954)
- b NOREBT-the trust administrators have concluded a project to allocate trustwide interest earnings to the member districts. Interest has been accounted as a trust asset since the inception in 1993. ECTS share of the earnings will be added into the ECTS account balance- \$109,859
- c Food Service- school lunch and breakfast program-The ECTS Food Service Manager has indicated she will be retiring in Fall 2011. Various replacement solutions are being investigated including contracting those management services.
- d Annual audit- Felix & Gloekler,PC will be conducting their annual audit of the financial statements and procedures during July/August
- e VISA limits- annual spending limits have been determined for each of the VISA cardholders based on the approved 11-12 budget

8 Scheduled and attended outside meetings and training workshops/webinars

NOREBT meeting 6/7/11
 PSERS web conference 6/7/11
 PSERS web conference 6/21/11
 ASBO-conference-September 16-19, 2011

CAEP - Summary

District Invoices	2010-2011 Budget	2010-11 Annualized estimate	2010-11 avg #	Actual 2010-11 YTD	Aug/Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Crawford Central		\$ 80,145	6.85	\$ 80,145	\$ 4,420	\$ 5,655	\$ 7,085	\$ 6,760	\$ 10,530	\$ 12,220	\$ 13,780	\$ 8,580	\$ 8,840	\$ 2,275
Fairview		\$ 39,585	3.38	\$ 39,585	\$ 3,315	\$ 4,550	\$ 3,705	\$ 3,120	\$ 4,290	\$ 4,875	\$ 6,890	\$ 3,770	\$ 4,095	\$ 975
Ft LeBoeuf		\$ 77,935	6.66	\$ 77,935	\$ 10,920	\$ 8,775	\$ 8,775	\$ 7,605	\$ 9,685	\$ 8,190	\$ 9,100	\$ 6,435	\$ 6,825	\$ 1,625
General McLane		\$ 37,765	3.23	\$ 37,765	\$ 4,810	\$ 6,825	\$ 5,070	\$ 4,160	\$ 4,160	\$ 2,340	\$ 3,640	\$ 2,470	\$ 3,640	\$ 650
Girard		\$ 76,765	6.56	\$ 76,765	\$ 3,445	\$ 5,460	\$ 7,410	\$ 7,280	\$ 9,880	\$ 10,400	\$ 11,830	\$ 7,930	\$ 10,855	\$ 2,275
Harbor Creek		\$ 20,475	1.75	\$ 20,475	\$ 1,430	\$ 1,300	\$ 2,275	\$ 2,080	\$ 2,600	\$ 2,340	\$ 2,860	\$ 2,210	\$ 2,730	\$ 650
Iroquois		\$ 83,005	7.09	\$ 83,005	\$ 9,815	\$ 11,310	\$ 10,465	\$ 9,360	\$ 11,115	\$ 8,125	\$ 8,840	\$ 5,525	\$ 6,825	\$ 1,625
Millcreek		\$ 124,280	10.62	\$ 124,280	\$ 11,570	\$ 11,050	\$ 11,570	\$ 10,920	\$ 13,000	\$ 13,845	\$ 20,865	\$ 13,130	\$ 15,015	\$ 3,315
North East		\$ 112,905	9.65	\$ 112,905	\$ 15,210	\$ 13,000	\$ 12,415	\$ 10,400	\$ 12,805	\$ 10,335	\$ 10,140	\$ 10,010	\$ 15,015	\$ 3,575
Northwestern		\$ 1,495	0.13	\$ 1,495	\$ 1,430	\$ 65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Penncrest		\$ 2,990	0.26	\$ 2,990				\$ 1,040	\$ 1,105	\$ 845	\$ -	\$ -	\$ -	\$ -
Union City		\$ 48,165	4.12	\$ 48,165	\$ 5,720	\$ 4,940	\$ 3,705	\$ 3,120	\$ 4,485	\$ 3,510	\$ 7,540	\$ 7,475	\$ 6,370	\$ 1,300
Wattsburg		\$ 20,020	1.71	\$ 20,020	\$ 1,625	\$ 1,300	\$ 2,535	\$ 3,120	\$ 3,510	\$ 2,080	\$ 2,340	\$ 1,820	\$ 1,365	\$ 325
Total Revenue =180*65*\$65	\$ 760,500	\$ 725,530	62.01	\$ 725,530	\$ 73,710	\$ 74,230	\$ 75,010	\$ 68,965	\$ 87,165	\$ 79,105	\$ 97,825	\$ 69,355	\$ 81,575	\$ 18,590
10-1442-329-SARCC =180*65*\$57	\$ 666,900	\$ 644,747		\$ 644,747	\$ 68,001	\$ 67,179	\$ 67,887	\$ 59,965	\$ 75,519	\$ 68,932	\$ 85,358	\$ 62,146	\$ 73,234	\$ 16,526
10-1442-100/200	\$ 40,034	\$ 40,410	100%	\$ 40,410										
10-1442-580/610	\$ 39,500	\$ 45,860	100%	\$ 45,860										
Total 1442	\$ 746,434	\$ 731,017		\$ 731,018										
Revenue less Expense	\$ 14,066	\$ (5,487)		\$ (5,488)										
Revenue from Districts	\$ 760,500	\$ 725,530		\$ 725,530	\$ 73,710	\$ 74,230	\$ 75,010	\$ 68,965	\$ 87,165	\$ 79,105	\$ 97,825	\$ 69,355	\$ 81,575	\$ 18,590
Days	180	180		180	22	20	19	16	\$ 20	18	22	17	21	5
per day rate	\$ 65.00	\$ 65.00		\$ 65.00										
# students-average	65	62		62	52	57	61	66	\$ 67	68	68	63	60	57
10-1442-329-SARCC	\$ 666,900	\$ 644,747		\$ 644,747	\$ 68,001	\$ 67,179	\$ 67,887	\$ 59,965	\$ 75,519	\$ 68,932	\$ 85,358	\$ 62,146	\$ 73,234	\$ 16,526
Days	180	180		180	22	-	19	16	\$ 20	18	22	17	21	5
per day rate	\$ 57	\$ 58		\$ 58	\$ 60	\$ 59	\$ 59	\$ 57	\$ 56	\$ 57	\$ 57	\$ 58	\$ 58	\$ 58
Revenue per student	\$ 11,700			\$ 11,700										
SARCC per student	\$ 10,260			\$ 10,397										
Amount for local costs	\$ 1,440			\$ 1,303										

VISA Statement and Receipts
date received log

Card Holder	3/28/2011	4/27/2011	5/27/2011
Camp, Mary Ellen	4/8/2011	5/5/2011	6/6/2011
DiPlacido, Frank	4/5/2011	5/9/2011	6/6/2011
Donnell, William	4/4/2011	N/A	6/3/2011
Fatica, Natalie	N/A	5/5/2011	6/3/2011
Fritz, Paul	4/6/2011	5/5/2011	6/3/2011
Heubel, Patricia	N/A	5/5/2011	6/6/2011
Hodas, Patricia	4/8/2011	5/9/2011	6/3/2011
Holland, Patrick	N/A	5/5/2011	N/A
Jackson, Aldo	4/4/2011	N/A	6/14/2011
Neely, Tiffany	4/4/2011	5/5/2011	6/6/2011
Kennerknecht, Jan	4/1/2011	5/6/2011	6/14/2011
Lasher, Pam	4/7/2011	5/5/2011	6/3/2011
Palloto, Kathy	4/1/2011	5/9/2011	6/13/2011
Sceiford, Steven	4/5/2011	5/5/2011	6/3/2011
Smith, Jeffrey	4/7/2011	5/16/2011	6/6/2011
Tarasovitch, Joseph	4/4/2011	5/5/2011	6/6/2011
Balsiger, Kenneth	4/1/2011	5/6/2011	6/6/2011
Bright, Tamara	4/4/2011	5/5/2011	6/8/2011
Carr, Sandra	4/1/2011	5/6/2011	6/6/2011
Craft, Robert	4/1/2011	5/9/2011	6/6/2011
Cyphert, Mark	4/1/2011	5/5/2011	6/3/2011
Erdman, Donna	4/19/2011		6/8/2011
Grimes, Robin	4/26/2011	5/10/2011	6/8/2011
Grossman, Janet	4/1/2011	5/5/2011	6/3/2011
Hamilton, Stephanie	4/1/2011	N/A	6/3/2011
Hewitt, Roach	4/1/2011	5/5/2011	6/6/2011
Hofmeister, Don	4/8/2011	N/A	N/A
Lucarotti, Andrea	4/1/2011	5/16/2011	6/3/2011
Lytle, Charles	4/4/2011	5/9/2011	6/6/2011
Massello, Tracy	4/1/2011	5/6/2011	6/3/2011
Michalak, David	4/4/2011	5/6/2011	6/6/2011
Mientkiewicz, Timothy	4/1/2011	5/5/2011	6/3/2011
Oakes, Curt	4/1/2011	5/12/2011	6/3/2011
Palo, Patricia	4/5/2011	5/6/2011	6/7/2011
Salorino, Joseph	4/19/2011	5/24/2011	6/8/2011
Sargent, Mariea	4/5/2011	5/6/2011	6/6/2011
Scalise, Lesa	4/14/2011		6/8/2011
Shaffer, Elaine	4/1/2011	5/9/2011	6/6/2011
Sorensen, Lisa	4/7/2011	5/6/2011	6/6/2011
States, Sherry	4/1/2011	5/5/2011	6/6/2011
Steever, Sam	4/7/2011	5/9/2011	6/6/2011
Suprynowicz, Robert	4/19/2011	5/18/2011	N/A
Wilber, Danielle	4/15/2011		6/8/2011
Yanosko, David	4/4/2011	5/9/2011	6/3/2011
Zimmermann, Phylis	4/19/2011	5/6/2011	6/15/2011
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