

Business Manager Report- prepared by Paul Fritz
April 26, 2012

1 General Ledger Bank Account Balances-	March 31, 2012	2/29/12
General Fund Cash Accounts		
PNC, PSDLAF, PSDMAX, PLGIT	\$ 1,384,843.91	\$1,326,326.96
ECTS Capital Projects Fund, PSDLAF	\$ 421,111.10	\$ 421,057.19
Food Service Fund- PNC	\$ 18,571.05	\$ 13,115.54
Student Activities Fund-PNC	\$ 7,190.57	\$ 4,535.60
Total All Funds- Bank Balances	\$ 1,831,716.63	\$1,765,035.29
ECVT Foundation- PSDLAF	\$ 37,818.91	\$ 41,010.44
ECVT Foundation-ECF (2/29/12)	\$ 190,667.52	\$ 184,502.60
Total ECVT Foundation	\$ 228,486.43	\$ 225,513.04

2 General Fund-	March 31, 2012
Revenue and Expenditure Summary	2011-2012

ECTS-High School	Annual Budget	YTD Actual	%
<u>Fund Balances - July 1, 2011</u>			
Fund Balance-Unassigned-(High School)	\$ 279,253	\$ 393,446	
Fund Balance-Assigned PSERS	\$ 86,250	\$ 86,250	
Fund Balance-Non-Spendable-NOREBT	\$ 552,084	\$ 552,084	
Fund Balance-Non-Spendable-Inventory	\$ 202,009	\$ 202,009	
	\$ 1,119,596	\$ 1,233,789	
Revenue-District contributions	\$ 3,815,770	\$ 2,861,828	75.00%
Revenue- all other sources	\$ 2,116,361	\$ 1,246,132	58.88%
Total Revenue	\$ 5,932,131	\$ 4,107,960	
Expenditure and reserve	\$ 5,954,688	\$ 3,704,221	62.21%
Change	\$ (22,557)	\$ 403,739	
<u>Fund Balances</u>			
Fund Balance-Unassigned-(High School)	\$ 185,777	\$ 726,266	
Fund Balance-Assigned PSERS	\$ 128,250	\$ 128,250	
Fund Balance-Non-Spendable-NOREBT	\$ 552,084	\$ 552,084	
Fund Balance-Non-Spendable-Inventory	\$ 230,928	\$ 230,928	
	\$ 1,097,039	\$ 1,637,528	

RCTC	Annual Budget	YTD Actual	%
Fund Balance July 1, 2011	\$ 146,004	\$ 148,105	
Revenue	\$ 347,710	\$ 285,893	82.22%
Expenditure and reserve	\$ 351,090	\$ 264,218	75.26%
Change	\$ (3,380)	\$ 21,675	
Fund Balance-Assigned-RCTC	\$ 142,624	\$ 169,780	

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3 Food Service Fund-		March 31, 2012		
Income and Expense Summary				
		Annual Budget	YTD-Actual	%
<u>Fund Balances - July 1, 2011</u>				
Fund balance-Assigned-Food Services	\$	23,263	\$ 23,264	
Fund Balance-Assigned Capital Assets (net)	\$	37,636	\$ 37,636	
	\$	60,899	\$ 60,900	
Operating Revenue	\$	198,586	\$ 147,249	74.15%
Operating Expense	\$	198,586	\$ 132,101	66.52%
Depreciation expense			\$ -	
Gain/ (loss)	\$	-	\$ 15,148	
<u>Fund Balances - Ending</u>				
Fund balance-Assigned-Food Services	\$	23,263	\$ 38,412	
Fund Balance-Assigned Capital Assets	\$	37,636	\$ 37,636	
	\$	60,899	\$ 76,048	

4 ECTS Capital Projects Fund-		March 31, 2012	
		YTD-Actual	
Fund Balance-July 1, 2011			
Assigned-Transition Center		16,926	
Assigned-Capital Projects	\$	371,812	
	\$	388,738	
Plus:			
Transfers from General Fund-2011-12 Budget	\$	66,800	
Transfers from General Fund- insurance claim	\$	19,284	
Interest-PSDLAF	\$	148	
	\$	86,231	
Less:			
ADS copier lease buyout	\$	3,059	
Admin office printer/copier	\$	10,059	
Transition Center Kitchen payments	\$	-	
Building repairs-storm repairs	\$	29,933	
Building repairs-front glass panels	\$	2,183	
Front entry - floor tile	\$	3,068	
Architect fees- 2010 lighting project	\$	1,588	
SC hot water tank replacement	\$	3,968	
	\$	53,858	
Fund Balance	\$	421,111	
Assigned-Transition Center	\$	16,926	
Assigned-Capital Projects	\$	404,185	
	\$	421,111	

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5 Student Activity Fund	March 31, 2012
	YTD-Actual
<u>Fund Balances- July 1, 2011</u>	
Designated-SkillsUSA	\$ 533
Designated-NTHS	\$ 117
	\$ 650
<u>Revenue + Transfers</u>	
SkillsUSA	\$ 22,754
National Technical Honor Society	\$ 995
	\$ 23,749
<u>Expenditure</u>	
SkillsUSA	\$ 16,841
National Technical Honor Society	\$ 1,382
	\$ 18,223
<u>Fund Balances- YTD</u>	
Assigned-SkillsUSA	\$ 6,446
Assigned-NTHS	\$ (270)
	\$ 6,176

6 NOREBT-ECTS	mo/EE	mo/EE	mo/EE	mo/EE			
	\$ 1,181	\$ 62	\$ 10	\$ 1,253	Excess	Wellness	
	Medical/ Rx	Dental	Vision	Total	Loss fund	Fund	Total
Account Balance July 1, 2011	\$ 153,384	\$ -	\$ -	\$ 153,384	\$ 430,208	\$ 5,618	\$ 589,210
Plus: YTD Contributions+receipts	\$ 422,429	\$ 27,398	\$ 3,730	\$ 453,557	\$ 78,221	\$ 1,275	
Plus: Prescription formulary rebate	\$ 8,555			\$ 8,555			
Plus: PA Trust reimbursement	\$ -			\$ -			
Plus: reimbursement from excess loss fund	\$ 6,497			\$ 6,497			
	\$ 437,481	\$ 27,398	\$ 3,730	\$ 468,609	\$ 78,221	\$ 1,275	\$ 548,105
Less: YTD gross claims	\$ (356,266)	\$ (25,663)	\$ (4,851)	\$ (386,780)	\$ -		
Less: YTD gross claims- prescription	\$ (90,713)			\$ (90,713)			
Less: Excess loss fund expenses	\$ -	\$ -	\$ -	\$ -	\$ (842)		
Less: Stop Loss insurance					\$ (71,494)		
Less: reimbursement for large claims over 40K					\$ (6,361)		
Less: other expense-	\$ (4,000)			\$ (4,000)			
Less: Admin expenses/stop-loss ins	\$ (24,760)	\$ (1,396)	\$ (363)	\$ (26,519)		\$ (84)	
Less: Total YTD claims/exps.	\$ (475,740)	\$ (27,059)	\$ (5,214)	\$ (508,013)	\$ (78,697)	\$ (84)	\$ (586,794)
Total YTD claims and expenses							
YTD contribution less expense	\$ (38,258)	\$ 339	\$ (1,484)	\$ (39,404)	\$ (476)	\$ 1,191	\$ (38,689)
Account balance -02/29/12 YTD	\$ 115,126	\$ 339	\$ (1,484)	\$ 113,981	\$ 429,732	\$ 6,809	\$ 550,522
Months of claims + expenses in reserve	1.9	0.1	(2.3)	1.8			
avg monthly claims + expenses	\$ 59,467	\$ 3,382	\$ 652	\$ 63,502			

7 Workshops, meetings, other information

Building painting bid - due April 3, 2012

Bids were received and opened April 3rd-

CW Beal, Edinboro, PA	\$	79,740.00
Beals McMahon Painting, Erie, PA	\$	67,620.00

Funds will come from the Capital Projects Fund

NOREBT

Revisions to trust agreement

The original Trust was formed in 1992 with ECTS as one of the original participants

With trust assets increasing in the "mini-pool" stop loss account it was thought that a review to update the agreement was appropriate

The Trust directors approved the revised agreement at their March 13, 2012 meeting.

The major change was to include a section that states that in the event that a majority of the participating districts would leave the trust then the entire Trust would dissolve. This would force a distribution of remaining assets to all then current members.

The current language transfers the remaining assets to the "last man standing"-the last district in the Trust.

Disolution clarification was needed also in the event of legislation or other factors force the Trust to dissolve.

A majority of participating districts (9 of 17) need to approve the changes in order to be effective

The revised Trust documents will be presented to the JOC for approval at an upcoming meeting

CAEP - Summary

District Invoices	2011-12 Budget	2011-12 Estimate	2011-12 avg #	Actual 2011-12 YTD	Aug/Sept	Oct	Nov	Dec	Jan	Feb	Mar
Corry		\$ 12,717	1	\$ 9,750	\$ 845	\$ 1,300	\$ 1,235	\$ 1,040	\$ 1,300	\$ 1,300	\$ 2,730
Fairview		\$ 11,700	1	\$ 8,970	\$ -		\$ 1,950	\$ 2,210	\$ 2,340	\$ 1,235	\$ 1,235
Ft LeBoeuf		\$ 47,987	4	\$ 36,790	\$ 5,980	\$ 5,980	\$ 5,135	\$ 5,200	\$ 6,500	\$ 3,900	\$ 4,095
General McLane		\$ 27,470	2	\$ 21,060	\$ 2,990	\$ 3,770	\$ 2,470	\$ 2,080	\$ 2,600	\$ 2,470	\$ 4,680
Girard		\$ 72,828	6	\$ 55,835	\$ 8,320	\$ 6,175	\$ 8,645	\$ 7,280	\$ 7,800	\$ 8,060	\$ 9,555
Harbor Creek		\$ 23,739	2	\$ 18,200	\$ 4,160	\$ 3,900	\$ 3,575	\$ 2,080	\$ 1,885	\$ 1,235	\$ 1,365
Iroquois		\$ 11,954	1	\$ 9,165	\$ 1,495	\$ 1,300	\$ 650	\$ -	\$ -	\$ 1,300	\$ 4,420
Millcreek		\$ 97,670	8	\$ 74,880	\$ 10,790	\$ 6,500	\$ 6,825	\$ 6,890	\$ 12,870	\$ 13,975	\$ 17,030
North East		\$ 81,222	7	\$ 62,270	\$ 10,790	\$ 8,645	\$ 7,930	\$ 7,280	\$ 8,385	\$ 8,450	\$ 10,790
Northwestern		\$ -	-	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Union City		\$ 52,480	4	\$ 40,235	\$ 4,485	\$ 4,615	\$ 7,345	\$ 6,240	\$ 6,435	\$ 4,940	\$ 6,175
Wattsburg		\$ 13,141	1	\$ 10,075	\$ -		\$ 845	\$ 1,040	\$ 1,755	\$ 2,470	\$ 3,965
Total Revenue =180*65*\$65	\$ 760,500	\$ 452,909	39	\$ 347,230	\$ 49,855	\$ 42,185	\$ 46,605	\$ 41,340	\$ 51,870	\$ 49,335	\$ 66,040
10-1442-329-SARCC =180*65*\$57	\$ 666,900	\$ 425,328		\$ 326,085	\$ 46,380	\$ 40,320	\$ 44,580	\$ 38,460	\$ 48,720	\$ 46,440	\$ 61,185
				77%							
10-1442-100/200	\$ 42,785	\$ 42,785	77%	\$ 32,802							
10-1442-580/610	\$ 40,500	\$ 40,500		\$ 20,711							
Total 1442	\$ 750,185	\$ 508,613		\$ 379,599							
				75%							
Revenue less Expense	\$ 10,315	\$ (55,705)		\$ (32,369)							
Revenue from Districts	\$ 760,500	\$ 452,909		\$ 347,230	\$ 49,855	\$ 42,185	\$ 46,605	\$ 41,340	\$ 51,870	\$ 49,335	\$ 66,040
Days	180	180		138	23	20	19	16	\$ 20	19	21
				77%							
per day rate	\$ 65.00	\$ 65.00		\$ 65.00							
# students-average	65	39		39	33	32	38	40	\$ 40	40	48
10-1442-329-SARCC	\$ 666,900	\$ 425,328		\$ 326,085	\$ 46,380	\$ 40,320	\$ 44,580	\$ 38,460	\$ 48,720	\$ 46,440	\$ 61,185
Days	180	180		138	23	20	19	16	\$ 20	19	22
per day rate	\$ 57	\$ 61		\$ 61	\$ 60	\$ 62	\$ 62	\$ 60	\$ 61	\$ 61	\$ 60
Revenue per student	\$ 11,700			\$ 11,700							
SARCC per student	\$ 10,260			\$ 10,988							
Amount for local costs	\$ 1,440			\$ 712							

VISA Statement and Receipts
date received log

Card Holder	1/27/2012	2/27/2012	3/27/2012
	Due 16th	Due 3/15	Due 4/19
Camp, Mary Ellen	N/A	3/5/2012	4/2/2012
DiPlacido, Frank	2/13/2012	3/20/2012	4/4/2012
Fatica, Natalie	2/6/2012	3/5/2012	4/5/2012
Fritz, Paul	2/6/2012	3/5/2012	4/3/2012
Holland, Patrick	2/10/2012	3/15/2012	4/10/2012
Jackson, Aldo	2/6/2012	3/5/2012	4/16/2012
Kennerknecht, Jan	2/7/2012	3/6/2012	4/4/2012
Lasher, Daniel	2/7/2012	N/A	4/2/2012
Sceiford, Steven	2/7/2012	3/5/2012	4/2/2012
Smith, Jeffrey	2/16/2012	3/9/2012	
Tarasovitch, Joseph	2/7/2012	3/6/2012	4/3/2012
Tatalone, Susan		3/7/2012	4/16/2012
Tech, Justin	2/6/2012	3/14/2012	4/12/2012
Balsiger, Kenneth	2/7/2012	3/6/2012	4/3/2012
Bright, Tamara	2/6/2012	N/A	4/11/2012
Carr, Sandra	2/7/2012	3/8/2012	N/A
Craft, Robert	N/A	3/6/2012	4/11/2012
Cyphert, Mark	2/7/2012	3/6/2012	4/3/2012
Erdman, Donna	2/16/2012	3/16/2012	4/19/2012
Grimes, Robin	2/6/2012	N/A	N/A
Grossman, Janet	2/6/2012	3/6/2012	4/10/2012
Hamilton, Stephanie	N/A	N/A	N/A
Hewitt, Roach	N/A	N/A	4/3/2012
Hofmeister, Don	2/16/2012	3/15/2012	4/12/2012
Lucarotti, Andrea	N/A	3/7/2012	4/3/2012
Lytle, Charles	2/6/2012	3/7/2012	4/3/2012
Massello, Tracy	2/9/2012	3/15/2012	
Michalak, David	2/6/2012	3/16/2012	4/2/2012
Mientkiewicz, Timothy	2/6/2012	3/7/2012	4/3/2012
Oakes, Curt	2/6/2012	3/7/2012	4/12/2012
Salorino, Joseph	2/23/2012	N/A	4/3/2012
Sargent, Mariea	2/9/2012	3/6/2012	4/3/2012
Scalise, Lesa	2/15/2012	3/15/2012	4/13/2012
Shaffer, Elaine	2/9/2012	3/8/2012	
Sorensen, Lisa	2/7/2012	3/8/2012	4/3/2012
States, Sherry	2/16/2012	3/8/2012	N/A
Steever, Sam	2/15/2012	3/15/2012	4/2/2012
Suprynowicz, Robert	2/9/2012	3/14/2012	N/A
Wilber, Danielle	N/A	N/A	N/A
Yanosko, David	N/A	3/9/2012	4/10/2012
Zimmermann, Phylis	2/10/2012	3/8/2012	4/19/2012