

Business Manager Report- prepared by Paul Fritz
February 23, 2012

1 General Ledger Bank Account Balances-	1/31/12	12/31/11
General Fund Cash Accounts		
PNC, PSDLAF, PSDMAX, PLGIT	\$ 1,216,310.95	\$ 992,542.49
ECTS Capital Projects Fund, PSDLAF	\$ 421,021.03	\$ 421,021.03
Food Service Fund- PNC	\$ 16,041.49	\$ 17,706.50
Student Activities Fund-PNC	\$ 6,856.85	\$ 8,443.51
Total All Funds- Bank Balances	\$ 1,660,230.32	\$ 1,439,713.53
ECVT Foundation- PSDLAF	\$ 41,789.79	\$ 43,550.48
ECVT Foundation-ECF (12/31/11)	\$ 177,942.91	\$ 178,373.90
Total ECVT Foundation	\$ 219,732.70	\$ 221,924.38

2 General Fund-	1/31/12
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	\$ 2,225,874	58.33%
Revenue- all other sources	\$ 2,116,361	\$ 906,683	42.84%
Total Revenue	\$ 5,932,131	\$ 3,132,557	
Expenditure and reserve	\$ 5,954,688	\$ 2,865,813	48.13%
Change	\$ (22,557)	\$ 266,744	
<u>Fund Balances</u>			
Fund Balance-Unassigned-(High School)	\$ 185,777	\$ 589,271	
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	\$ 1,500,533	

RCTC	Annual Budget	YTD Actual	%
Fund Balance July 1, 2011	\$ 146,004	\$ 148,105	
Revenue	\$ 347,710	\$ 190,647	54.83%
Expenditure and reserve	\$ 351,090	\$ 202,201	57.59%
Change	\$ (3,380)	\$ (11,554)	
Fund Balance-Assigned-RCTC	\$ 142,624	\$ 136,551	

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3 Food Service Fund-		1/31/12		
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	\$ 114,976	57.90%
Operating Expense	\$	198,586	\$ 109,901	55.34%
Depreciation expense			\$ -	
Gain/ (loss)	\$	-	\$ 5,075	
<u>Fund Balances - Ending</u>				
Fund balance-Assigned-Food Services	\$	23,263	\$ 28,339	
Fund Balance-Assigned Capital Assets	\$	37,636	\$ 37,636	
	\$	60,899	\$ 65,975	

4 ECTS Capital Projects Fund-		1/31/12	
		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	\$	57	
	\$	86,141	
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	\$	421,021	
Assigned-Transition Center	\$	16,926	
Assigned-Capital Projects	\$	404,095	
	\$	421,021	

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5 Student Activity Fund	1/31/12
	YTD-Actual
<u>Fund Balances- July 1, 2011</u>	
Designated-SkillsUSA	\$ 533
Designated-NTHS	\$ 117
	\$ 650
<u>Revenue + Transfers</u>	
SkillsUSA	\$ 14,080
National Technical Honor Society	\$ 73
	\$ 14,153
<u>Expenditure</u>	
SkillsUSA	\$ 9,023
National Technical Honor Society	\$ -
	\$ 9,023
<u>Fund Balances- YTD</u>	
Assigned-SkillsUSA	\$ 5,591
Assigned-NTHS	\$ 190
	\$ 5,781

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	\$ 161,315	\$ 10,368	\$ 1,620	\$ 173,303	\$ 29,521	\$ 486	
Plus: Prescription formulary rebate	\$ 2,438			\$ 2,438			
Plus: PA Trust reimbursement	\$ -			\$ -			
Plus: reimbursment from excess loss fund	\$ 5,938			\$ 5,938			
	\$ 169,691	\$ 10,368	\$ 1,620	\$ 181,679	\$ 29,521	\$ 486	\$ 211,687
Less: YTD gross claims	\$ (216,710)	\$ (10,371)	\$ (2,222)	\$ (229,302)	\$ -		
Less: YTD gross claims- prescription	\$ (33,386)			\$ (33,386)			
Less: Excess loss fund expenses	\$ -	\$ -	\$ -	\$ -	\$ (29,998)		
Less: other expense-	\$ (4,476)			\$ (4,476)			
Less: Admin expenses/stop-loss ins	\$ (6,504)	\$ (535)	\$ (138)	\$ (7,176)		\$ (28)	
Less: Total YTD claims/exps.	\$ (261,076)	\$ (10,905)	\$ (2,360)	\$ (274,341)	\$ (29,998)	\$ (28)	\$ (304,367)
Total YTD claims and expenses							
YTD contribution less expense	\$ (91,385)	\$ (537)	\$ (740)	\$ (92,662)	\$ (476)	\$ 458	\$ (92,680)
Account balance -9/30/11 YTD	\$ 61,999	\$ (537)	\$ (740)	\$ 60,722	\$ 429,732	\$ 6,076	\$ 496,530
Months of claims + expenses in reserve	0.7	(0.1)	(0.9)	0.7			
avg monthly claims + expenses	\$ 87,025	\$ 3,635	\$ 787	\$ 91,447			

7 Workshops, meetings

PASBO- Commonwealth budget webinar, 2/24/12

CAEP - Summary

District Invoices	2011-12 Budget	2011-12 Estimate	2011-12 avg #	Actual 2011-12 YTD	Aug/Sept	Oct	Nov	Dec	Jan
Corry		\$ 10,506	1	\$ 5,720	\$ 845	\$ 1,300	\$ 1,235	\$ 1,040	\$ 1,300
Fairview		\$ 11,939	1	\$ 6,500	\$ -		\$ 1,950	\$ 2,210	\$ 2,340
Ft LeBoeuf		\$ 52,889	5	\$ 28,795	\$ 5,980	\$ 5,980	\$ 5,135	\$ 5,200	\$ 6,500
General McLane		\$ 25,549	2	\$ 13,910	\$ 2,990	\$ 3,770	\$ 2,470	\$ 2,080	\$ 2,600
Girard		\$ 70,200	6	\$ 38,220	\$ 8,320	\$ 6,175	\$ 8,645	\$ 7,280	\$ 7,800
Harbor Creek		\$ 28,653	2	\$ 15,600	\$ 4,160	\$ 3,900	\$ 3,575	\$ 2,080	\$ 1,885
Iroquois		\$ 6,328	1	\$ 3,445	\$ 1,495	\$ 1,300	\$ 650	\$ -	\$ -
Millcreek		\$ 80,587	7	\$ 43,875	\$ 10,790	\$ 6,500	\$ 6,825	\$ 6,890	\$ 12,870
North East		\$ 79,035	7	\$ 43,030	\$ 10,790	\$ 8,645	\$ 7,930	\$ 7,280	\$ 8,385
Northwestern		\$ -	-	\$ -	\$ -		\$ -	\$ -	\$ -
Union City		\$ 53,486	5	\$ 29,120	\$ 4,485	\$ 4,615	\$ 7,345	\$ 6,240	\$ 6,435
Wattsburg		\$ 6,686	1	\$ 3,640	\$ -		\$ 845	\$ 1,040	\$ 1,755
Total Revenue =180*65*\$65	\$ 760,500	\$ 425,856	36	\$ 231,855	\$ 49,855	\$ 42,185	\$ 46,605	\$ 41,340	\$ 51,870
10-1442-329-SARCC =180*65*\$57	\$ 666,900	\$ 401,253		\$ 218,460	\$ 46,380	\$ 40,320	\$ 44,580	\$ 38,460	\$ 48,720
				54%					
10-1442-100/200	\$ 42,785	\$ 42,785	54%	\$ 23,294					
10-1442-580/610	\$ 40,500	\$ 40,500		\$ 16,384					
Total 1442	\$ 750,185	\$ 484,538		\$ 258,139					
				53%					
Revenue less Expense	\$ 10,315	\$ (58,682)		\$ (26,284)					
Revenue from Districts	\$ 760,500	\$ 425,856		\$ 231,855	\$ 49,855	\$ 42,185	\$ 46,605	\$ 41,340	\$ 51,870
Days	180	180		98	23	20	19	16	20
				54%					
per day rate	\$ 65.00	\$ 65.00		\$ 65.00					
# students-average	65	36		36	33	32	38	40	40
10-1442-329-SARCC	\$ 666,900	\$ 401,253		\$ 218,460	\$ 46,380	\$ 40,320	\$ 44,580	\$ 38,460	\$ 48,720
Days	180	180		98	23	20	19	16	20
per day rate	\$ 57	\$ 61		\$ 61	\$ 60	\$ 62	\$ 62	\$ 60	\$ 61
Revenue per student	\$ 11,700			\$ 11,700					
SARCC per student	\$ 10,260			\$ 11,024					
Amount for local costs	\$ 1,440			\$ 676					

VISA Statement and Receipts
date received log

Card Holder	11/28/2011	12/27/2011	1/27/2012
	Due 16th	Due 19th	Due 16th
Camp, Mary Ellen	12/6/2011	1/8/2012	N/A
DiPlacido, Frank	12/9/2011	1/5/2012	2/13/2012
Fatica, Natalie	12/5/2011	1/3/2012	2/6/2012
Fritz, Paul	12/14/2011	1/4/2012	2/6/2012
Heubel, Patricia (closed 11/7/11)	N/A	N/A	N/A
Hodas, Patricia (closed 1/30/12)	12/9/2011	1/5/2012	2/13/2012
Holland, Patrick	12/7/2011	1/12/2012	2/10/2012
Jackson, Aldo	12/6/2011	1/4/2012	2/6/2012
Neely, Tiffany (closed 12/30/11)	12/6/2011	N/A	N/A
Kennerknecht, Jan	12/5/2011	1/3/2012	2/7/2012
Lasher, Daniel			2/7/2012
Lasher, Pam	12/5/2011	1/4/2012	N/A
Palloto, Kathy (closed 10/17/11)	N/A	N/A	N/A
Sceiford, Steven	12/5/2011	1/12/2012	2/7/2012
Smith, Jeffrey	12/16/2011	1/4/2012	2/16/2012
Tarasovitch, Joseph	12/6/2011	1/5/2012	2/7/2012
Tech, Justin		1/4/2012	2/6/2012
Balsiger, Kenneth	12/7/2011	N/A	2/7/2012
Bright, Tamara	12/5/2011	N/A	2/6/2012
Carr, Sandra	12/6/2011	1/5/2012	2/7/2012
Craft, Robert	12/7/2011	1/18/2012	N/A
Cyphert, Mark	12/6/2011	1/4/2012	2/7/2012
Erdman, Donna	12/16/2011	1/19/2011	2/16/2012
Grimes, Robin	12/14/2011	1/4/2012	2/6/2012
Grossman, Janet	12/7/2011	N/A	2/6/2012
Hamilton, Stephanie	12/6/2011	1/12/2012	N/A
Hewitt, Roach	12/6/2011	1/4/2012	N/A
Hofmeister, Don	12/7/2011	1/5/2012	2/16/2012
Lucarotti, Andrea	12/5/2011	N/A	N/A
Lytle, Charles	12/6/2011	1/4/2012	2/6/2012
Massello, Tracy	12/16/2011	N/A	2/9/2012
Michalak, David	12/16/2011	N/A	2/6/2012
Mientkiewicz, Timothy	12/5/2011	1/4/2012	2/6/2012
Oakes, Curt	12/6/2011	1/4/2012	2/6/2012
Palo, Patricia (closed 2/10/12)	12/6/2011	1/4/2012	2/7/2012
Salorino, Joseph	12/16/2011	1/27/2012	
Sargent, Mariea	12/8/2011	1/4/2012	2/9/2012
Scalise, Lesa	12/19/2011	1/19/2012	2/15/2012
Shaffer, Elaine	12/5/2011	1/5/2012	2/9/2012
Sorensen, Lisa	12/6/2011	1/4/2012	2/7/2012
States, Sherry	12/8/2011	N/A	2/16/2012
Steever, Sam	12/9/2011	1/18/2012	2/15/2012
Suprynowicz, Robert	12/13/2011	1/18/2012	2/9/2012
Wilber, Danielle	N/A	1/18/2012	N/A
Yanosko, David	12/6/2011	1/4/2012	N/A
Zimmermann, Phylis	12/6/2011	1/4/2012	2/10/2012

2/17/2012