

**Business Manager Report- prepared by Paul Fritz
May 24, 2012**

1 General Ledger Bank Account Balances-	April 30, 2012	March 31, 2012
General Fund Cash Accounts		
PNC, PSDLAF, PSDMAX, PLGIT	\$ 1,517,262.50	\$1,384,843.91
ECTS Capital Projects Fund, PSDLAF	\$ 415,452.77	\$ 421,111.10
Food Service Fund- PNC	\$ 8,371.41	\$ 18,571.05
Student Activities Fund-PNC	\$ 6,083.96	\$ 7,190.57
Total All Funds- Bank Balances	\$ 1,947,170.64	\$1,831,716.63
ECVT Foundation- PSDLAF	\$ 37,657.55	\$ 37,818.91
ECVT Foundation-ECF (2/29/12)	\$ 192,444.58	\$ 190,667.52
Total ECVT Foundation	\$ 230,102.13	\$ 228,486.43

2 General Fund- Revenue and Expenditure Summary	April 30, 2012 2011-2012
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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	\$ 3,167,089	83.00%
Revenue- all other sources	\$ 2,116,361	\$ 1,463,869	69.17%
Total Revenue	\$ 5,932,131	\$ 4,630,958	
Expenditure and reserve	\$ 5,954,688	\$ 4,132,832	69.40%
Change	\$ (22,557)	\$ 498,126	
<u>Fund Balances</u>			
Fund Balance-Unassigned-(High School)	\$ 185,777	\$ 820,653	
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	\$ 1,731,915	

RCTC	Annual Budget	YTD Actual	%
Fund Balance July 1, 2011	\$ 146,004	\$ 148,105	
Revenue	\$ 347,710	\$ 307,144	88.33%
Expenditure and reserve	\$ 351,090	\$ 281,244	80.11%
Change	\$ (3,380)	\$ 25,900	
Fund Balance-Assigned-RCTC	\$ 142,624	\$ 174,005	

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3 Food Service Fund-		April 30, 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	\$ 158,762		79.95%
Operating Expense	\$ 198,586	\$ 159,426		80.28%
Depreciation expense		\$ -		
Gain/ (loss)	\$ -	\$ (663)		
<u>Fund Balances - Ending</u>				
Fund balance-Assigned-Food Services	\$ 23,263	\$ 22,601		
Fund Balance-Assigned Capital Assets	\$ 37,636	\$ 37,636		
	\$ 60,899	\$ 60,237		

4 ECTS Capital Projects Fund-		April 30, 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	\$ 198		
	\$ 86,282		
Less:			
ADS copier lease buyout	\$ 3,059		
Admin office printer/copier	\$ 10,059		
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		
CUA garbage disposal replacement	\$ 4,829		
Exterior painting - bid ad	\$ 880		
Technology - wireless - PO	\$ 7,783		
Transition Center-laptops- PO	\$ 10,669		
	\$ 78,019		
Fund Balance	\$ 397,001		
Assigned-Transition Center	\$ 6,257		
Assigned-Capital Projects	\$ 390,744		
	\$ 397,001		

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5 Student Activity Fund	April 30, 2012
	YTD-Actual
<u>Fund Balances- July 1, 2011</u>	
Designated-SkillsUSA	\$ 533
Designated-NTHS	\$ 117
	\$ 650
<u>Revenue + Transfers</u>	
SkillsUSA	\$ 23,473
National Technical Honor Society	\$ 1,103
	\$ 24,576
<u>Expenditure</u>	
SkillsUSA	\$ 19,235
National Technical Honor Society	\$ 1,026
	\$ 20,262
<u>Fund Balances- YTD</u>	
Assigned-SkillsUSA	\$ 4,771
Assigned-NTHS	\$ 194
	\$ 4,964

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: reimbursment 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			

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

CAEP- Career Alternative Education Program

The program has incurred an operating loss through April of \$33, 165

The per day student cost is \$70, revenue is \$65 per day

Average enrollment for the year is 40, budget is 65

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	Apr	May	Jun
Corry		\$ 13,889	1	\$ 11,960	\$ 845	\$ 1,300	\$ 1,235	\$ 1,040	\$ 1,300	\$ 1,300	\$ 2,730	\$ 2,210		
Fairview		\$ 12,832	1	\$ 11,050	\$ -		\$ 1,950	\$ 2,210	\$ 2,340	\$ 1,235	\$ 1,235	\$ 2,080		
Ft LeBoeuf		\$ 48,083	4	\$ 41,405	\$ 5,980	\$ 5,980	\$ 5,135	\$ 5,200	\$ 6,500	\$ 3,900	\$ 4,095	\$ 4,615		
General McLane		\$ 30,043	3	\$ 25,870	\$ 2,990	\$ 3,770	\$ 2,470	\$ 2,080	\$ 2,600	\$ 2,470	\$ 4,680	\$ 4,810		
Girard		\$ 73,521	6	\$ 63,310	\$ 8,320	\$ 6,175	\$ 8,645	\$ 7,280	\$ 7,800	\$ 8,060	\$ 9,555	\$ 7,475		
Harbor Creek		\$ 22,419	2	\$ 19,305	\$ 4,160	\$ 3,900	\$ 3,575	\$ 2,080	\$ 1,885	\$ 1,235	\$ 1,365	\$ 1,105		
Iroquois		\$ 16,833	1	\$ 14,495	\$ 1,495	\$ 1,300	\$ 650	\$ -	\$ -	\$ 1,300	\$ 4,420	\$ 5,330		
Millcreek		\$ 104,621	9	\$ 90,090	\$ 10,790	\$ 6,500	\$ 6,825	\$ 6,890	\$ 12,870	\$ 13,975	\$ 17,030	\$ 15,210		
North East		\$ 82,579	7	\$ 71,110	\$ 10,790	\$ 8,645	\$ 7,930	\$ 7,280	\$ 8,385	\$ 8,450	\$ 10,790	\$ 8,840		
Northwestern		\$ -	-	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Union City		\$ 51,857	4	\$ 44,655	\$ 4,485	\$ 4,615	\$ 7,345	\$ 6,240	\$ 6,435	\$ 4,940	\$ 6,175	\$ 4,420		
Wattsburg		\$ 15,550	1	\$ 13,390	\$ -		\$ 845	\$ 1,040	\$ 1,755	\$ 2,470	\$ 3,965	\$ 3,315		
Total Revenue =180*65*\$65	\$ 760,500	\$ 472,227	40	\$ 406,640	\$ 49,855	\$ 42,185	\$ 46,605	\$ 41,340	\$ 51,870	\$ 49,335	\$ 66,040	\$ 59,410		
10-1442-329-SARCC =180*65*\$57	\$ 666,900	\$ 441,620		\$ 380,284	\$ 46,380	\$ 40,320	\$ 44,580	\$ 38,460	\$ 48,720	\$ 46,440	\$ 61,185	\$ 54,199		
				86%										
10-1442-100/200	\$ 42,785	\$ 42,785	86%	\$ 36,843										
10-1442-580/610	\$ 40,500	\$ 26,335		\$ 22,678										
Total 1442	\$ 750,185	\$ 510,741		\$ 439,805										
				86%										
(Cost per Student per day				\$ 70										
Revenue less Expense	\$ 10,315	\$ (38,514)		\$ (33,165)										
Revenue from Districts	\$ 760,500	\$ 472,227		\$ 406,640	\$ 49,855	\$ 42,185	\$ 46,605	\$ 41,340	\$ 51,870	\$ 49,335	\$ 66,040	\$ 59,410		
Days	180	180		155	23	20	19	16	20	19	21	17		
				86%										
per day rate	\$ 65.00	\$ 65.00		\$ 65.00										
# students-average	65	40		40	33	32	38	40	40	40	48	54		
10-1442-329-SARCC	\$ 666,900	\$ 441,620		\$ 380,284	\$ 46,380	\$ 40,320	\$ 44,580	\$ 38,460	\$ 48,720	\$ 46,440	\$ 61,185	\$ 54,199		
Days	180	180		155	23	20	19	16	20	19	21	17		
per day rate	\$ 57	\$ 61		\$ 61	\$ 60	\$ 62	\$ 62	\$ 60	\$ 61	\$ 61	\$ 60	\$ 59		
Revenue per student	\$ 11,700			\$ 11,700										
SARCC per student	\$ 10,260			\$ 10,942										
Amount for local costs	\$ 1,440			\$ 758										

VISA Statement and Receipts
date received log

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