

Business Manager Report- prepared by Paul Fritz
November 22, 2011

1	General Ledger Bank Account Balances-	October 31, 2011	September 30, 2011
	General Fund Cash Accounts		
	PNC, PSDLAF, PSDMAX, PLGIT	\$ 1,181,485.96	\$ 1,064,766.01
	ECTS Capital Projects Fund, PSDLAF	\$ 424,971.36	\$ 420,098.85
	Food Service Fund- PNC	\$ 8,240.36	\$ 2,771.96
	Student Activities Fund-PNC	\$ 2,403.88	\$ 2,264.46
	Total All Funds- Bank Balances	\$ 1,617,101.56	\$ 1,489,901.28
	ECVT Foundation- PSDLAF	\$ 42,327.40	\$ 42,326.72
	ECVT Foundation-ECF (8/31/11)	\$ 168,789.11	\$ 180,495.32
	Total ECVT Foundation	\$ 211,116.51	\$ 222,822.04

2	General Fund-	October 31, 2011
	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	\$ 1,271,928	33.33%
Revenue- all other sources	\$ 2,010,972	\$ 468,951	23.32%
Total Revenue	\$ 5,826,742	\$ 1,740,879	
Expenditure and reserve	\$ 5,784,183	\$ 1,501,870	25.97%
Change	\$ 42,559	\$ 239,010	
<u>Fund Balances</u>			
Fund Balance-Unassigned-(High School)	\$ 319,672	\$ 603,537	
Fund Balance-Assigned PSERS	\$ 86,250	\$ 86,250	
Fund Balance-Non-Spendable-NOREBT	\$ 525,305	\$ 552,084	
Fund Balance-Non-Spendable-Inventory	\$ 230,928	\$ 230,928	
	\$ 842,483	\$ 869,262	

RCTC	Annual Budget	YTD Actual	%
Fund Balance July 1, 2011	\$ 146,004	\$ 148,105	
Revenue	\$ 401,010	\$ 87,591	21.84%
Expenditure and reserve	\$ 404,390	\$ 105,944	26.20%
Change	\$ (3,380)	\$ (18,354)	
Fund Balance-Assigned-RCTC	\$ 142,624	\$ 129,751	

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Food Service Fund- Income and Expense Summary		October 31, 2011		
	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	\$ 144,404	72.72%	
Operating Expense	\$ 198,586	\$ 138,160	69.57%	
Depreciation expense		\$ -		
Gain/ (loss)	\$ -	\$ 6,243		
<u>Fund Balances - Ending</u>				
Fund balance-Assigned-Food Services	\$ 23,263	\$ 29,507		
Fund Balance-Assigned Capital Assets	\$ 37,636	\$ 37,636		
	\$ 60,899	\$ 67,143		

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ECTS Capital Projects Fund-		October 31, 2011
		YTD-Actual
<u>Fund Balance-July 1, 2011</u>		
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	\$	40
	\$	86,123
Less:		
ADS copier lease buyout	\$	3,059
Admin office printer/copier	\$	10,059
Transition Center Kitchen payments	\$	-
Building repairs-insurance claim-storm repairs	\$	29,934
Building repairs-front glass panels	\$	2,183
Front entry - floor tile	\$	3,068
Architect fees- balance of prior yr lighting project	\$	1,588
SC hot water tank replacement	\$	3,968
	\$	53,859
Fund Balance	\$	421,002
Assigned-Transition Center	\$	16,926
Assigned-Capital Projects	\$	404,076
	\$	421,002

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Student Activity Fund		October 31, 2011
		YTD-Actual
<u>Fund Balances- July 1, 2011</u>		
Designated-SkillsUSA	\$	533
Designated-NTHS	\$	117
	\$	650
<u>Revenue + Transfers</u>		
SkillsUSA	\$	5,020
National Technical Honor Society	\$	73
	\$	5,093
<u>Expenditure</u>		
SkillsUSA	\$	3,340
National Technical Honor Society	\$	-
	\$	3,340
<u>Fund Balances- YTD</u>		
Assigned-SkillsUSA	\$	2,213
Assigned-NTHS	\$	190
	\$	2,403

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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		\$ 594,847	\$ 39,990	\$ 6,450	\$ 641,287	\$ 112,688
Plus anittrust litigation		\$ 332			\$ 332	
plus formulary rebate		\$ 11,214			\$ 11,214	
Plus prescription rebates 2000-2007		\$ 8,823			\$ 8,823	
Plus-PA Trust reimbursement		\$ 3,540			\$ 3,540	
Plus claims reimbursment from excess loss fund		\$ 60,694			\$ 60,694	
Plus: Trust interest allocation 1993-2010 (A/R)		\$ 100,859			\$ 100,859	
		\$ 780,310	\$ 39,990	\$ 6,450	\$ 826,750	\$ 112,688
Less: YTD gross claims		\$ (690,293)	\$ (48,820)	\$ (7,242)	\$ (746,354)	\$ -
Less claims reimbursment from excess loss fund					\$ -	\$ (60,695)
Less: Admin expenses/stop-loss ins		\$ (38,107)	\$ (2,080)	\$ (560)	\$ (40,747)	
Less: Total YTD claims/exps.		\$ (728,400)	\$ (50,900)	\$ (7,802)	\$ (787,102)	\$ (60,695)
Total YTD claims and expenses						
YTD contribution less expense		\$ 51,909	\$ (10,910)	\$ (1,352)	\$ 39,648	\$ 51,993
Account balance -6/30/11 YTD +interest AR	12	\$ 165,645	\$ (10,910)	\$ (1,352)	\$ 153,384	\$ 430,208
Months of claims + expenses in reserve		(2.7)	3	2.2	(2.3)	
avg monthly claims + expenses		\$ (60,700)	\$ (4,242)	\$ (650)	\$ (65,592)	
NOREBT- prepaid claims/expenses						
ECTS account balance		\$ 153,384				
Excess loss fund - ECTS share of trust assets		\$ 430,208				
Wellness balance		\$ 5,618				
Reserved Fund Balance-prepaid medical		\$ 589,210				

7 Other information

- * 2012-2013 Budget preparation

8 Outside meetings and training workshops/webinars

PASBO- Cost Reduction Task Force- quarterly meetings August through May
11/17/11-US Communities purchasing webinar
12/1/2011-VISA- IRS reporting webinar

CAEP - Summary

District Invoices	2011-12 Budget	2011-12 Estimate	2011-12 avg #	Actual 2011-12 YTD	Aug/Sept	Oct
Corry		\$ 8,979	1	\$ 2,145	\$ 845	\$ 1,300
Fairview		\$ -	-	\$ -	\$ -	
Ft LeBoeuf		\$ 50,065	4	\$ 11,960	\$ 5,980	\$ 5,980
General McLane		\$ 28,298	2	\$ 6,760	\$ 2,990	\$ 3,770
Girard		\$ 60,677	5	\$ 14,495	\$ 8,320	\$ 6,175
Harbor Creek		\$ 33,740	3	\$ 8,060	\$ 4,160	\$ 3,900
Iroquois		\$ 11,700	1	\$ 2,795	\$ 1,495	\$ 1,300
Millcreek		\$ 72,377	6	\$ 17,290	\$ 10,790	\$ 6,500
North East		\$ 81,356	7	\$ 19,435	\$ 10,790	\$ 8,645
Northwestern		\$ -	-	\$ -	\$ -	
Union City		\$ 38,093	3	\$ 9,100	\$ 4,485	\$ 4,615
Wattsburg		\$ -	-	\$ -	\$ -	
Total Revenue =180*65*\$65	\$ 760,500	\$ 385,284	33	\$ 92,040	\$ 49,855	\$ 42,185
10-1442-329-SARCC =180*65*\$57	\$ 666,900	\$ 362,930		\$ 86,700	\$ 46,380	\$ 40,320
				24%		
10-1442-100/200	\$ 42,785	\$ 42,785	24%	\$ 10,221		
10-1442-580/610	\$ 40,500	\$ 40,500		\$ 10,342		
Total 1442	\$ 750,185	\$ 446,215		\$ 107,263		
				24%		
Revenue less Expense	\$ 10,315	\$ (60,932)		\$ (15,223)		
Revenue from Districts	\$ 760,500	\$ 385,284		\$ 92,040	\$ 49,855	\$ 42,185
Days	180	180		43	23	20
				24%		
per day rate	\$ 65.00	\$ 65.00		\$ 65.00		
# students-average	65	33		33	33	32
10-1442-329-SARCC	\$ 666,900	\$ 362,930		\$ 86,700	\$ 46,380	\$ 40,320
Days	180	180		43	23	20
per day rate	\$ 57	\$ 61		\$ 61	\$ 60	\$ 62
Revenue per student	\$ 11,700			\$ 11,700		
SARCC per student	\$ 10,260			\$ 11,021		
Amount for local costs	\$ 1,440			\$ 679		

VISA Statement and Receipts
date received log

Card Holder	8/29/2011	9/27/2011	10/27/2011
	Due 15th	Due 14th	Due 18th
Camp, Mary Ellen	9/2/2011	10/6/2011	11/3/2011
DiPlacido, Frank	N/A	N/A	11/7/2011
Fatica, Natalie	9/6/2011	N/A	11/3/2011
Fritz, Paul	9/13/2011	10/6/2011	11/8/2011
Heubel, Patricia	N/A	N/A	N/A
Hodas, Patricia	9/12/2011	10/6/2011	11/4/2011
Holland, Patrick	9/2/2011	10/11/2011	N/A
Jackson, Aldo	9/8/2011	10/7/2011	11/7/2011
Neely, Tiffany	9/2/2011	10/6/2011	11/3/2011
Kennerknecht, Jan	9/2/2011	10/7/2011	11/4/2011
Lasher, Pam	9/7/2011	10/7/2011	11/3/2011
Palloto, Kathy	N/A	10/12/2011	11/10/2011
Sceiford, Steven	9/2/2011	10/6/2011	11/3/2011
Smith, Jeffrey	9/8/2011	10/13/2011	11/16/2011
Tarasovitch, Joseph	9/6/2011	10/7/2011	11/4/2011
Balsiger, Kenneth	9/2/2011	10/6/2011	11/3/2011
Bright, Tamara	9/7/2011	N/A	N/A
Carr, Sandra	9/2/2011	10/6/2011	11/3/2011
Craft, Robert	9/13/2011	10/11/2011	11/14/2011
Cyphert, Mark	9/6/2011	10/6/2011	11/4/2011
Erdman, Donna	9/15/2011	10/17/2011	10/18/2011
Grimes, Robin	N/A	10/18/2011	11/8/2011
Grossman, Janet	9/2/2011	10/6/2011	11/3/2011
Hamilton, Stephanie	N/A	10/6/2011	N/A
Hewitt, Roach	9/6/2011	10/7/2011	11/4/2011
Hofmeister, Don	N/A	10/13/2011	11/17/2011
Lucarotti, Andrea	9/2/2011	10/7/2011	11/4/2011
Lytle, Charles	9/6/2011	10/7/2011	11/3/2011
Massello, Tracy	N/A	10/11/2011	N/A
Michalak, David	9/6/2011	10/7/2011	11/10/2011
Mientkiewicz, Timothy	9/6/2011	10/6/2011	11/3/2011
Oakes, Curt	9/2/2011	10/6/2011	11/14/2011
Palo, Patricia	N/A	N/A	11/3/2011
Salorino, Joseph	N/A	10/17/2011	11/18/2011
Sargent, Mariea	9/6/2011	10/12/2011	11/4/2011
Scalise, Lesa	9/16/2011	10/19/2011	11/16/2011
Shaffer, Elaine	9/2/2011	10/6/2011	11/4/2011
Sorensen, Lisa	9/7/2011	10/10/2011	11/14/2011
States, Sherry	9/6/2011	10/11/2011	11/10/2011
Steever, Sam	9/6/2011	10/7/2011	11/14/2011
Suprynowicz, Robert	N/A	10/19/2011	11/16/2011
Wilber, Danielle	N/A	10/14/2011	N/A
Yanosko, David	9/6/2011	10/7/2011	11/7/2011
Zimmermann, Phylis	9/6/2011	10/14/2011	11/8/2011