

2/21/2013

Business Manager's Report
February 2013

Prepared by MD Jones

1	General Ledger Bank Account Balances	Jan 31, 2013	Dec 31, 2012	Change
	General Fund Cash Accounts			
	PNC, PSDLAF, PSDMAX, PLGIT	\$ 1,587,369.65	\$ 1,441,652.45	\$ 145,717.20
	Capital Projects Fund, PSDLAF	\$ 338,186.90	\$ 338,186.79	\$ 0.11
	Food Service Fund- PNC	\$ 27,745.27	\$ 26,965.51	\$ 779.76
	Student Activities Fund-PNC	\$ 4,098.42	\$ 6,779.20	\$ (2,680.78)
	Flexible Spending Acct, Act 93 403(b)- PNC	\$ 757.05	\$ 686.20	\$ 70.85
	Total All Funds- Bank Balances	\$ 1,958,157.29	\$ 1,814,270.15	\$ 143,887.14
				\$ -
	ECVT Foundation- PSDLAF	\$ 40,817.71	\$ 42,857.62	\$ (2,039.91)
	ECVT Foundation-ECF (12/31/2012)	\$ 193,549.29	\$ 190,703.23	\$ 2,846.06
	Total ECVT Foundation	\$ 234,367.00	\$ 233,560.85	\$ 806.15

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General Fund (Fund 10)		Jan 31, 2013			
Revenue and Expenditure Summary		This month's report subject to verification			
		Annual Budget	YTD Actual	%	
ECTS-High School					
Fund Balances - July 1, 2012					
Fund Balance-Unassigned-(High School)	\$	627,062	\$	627,062	
Fund Balance-Assigned PSERS	\$	128,250	\$	128,250	
Fund Balance-Non-Spendable-NOREBT	\$	547,128	\$	547,128	
Fund Balance-Non-Spendable-Inventory	\$	202,009	\$	202,009	
	\$	1,504,449	\$	1,504,449	
Revenue-Local Sources & Districts	\$	4,653,058	\$	2,704,945	58.13%
Revenue-All Other Sources	\$	1,212,835	\$	604,887	49.87%
Total Revenue	\$	5,865,893	\$	3,309,832	
Expenditure and reserve	\$	5,936,870	\$	2,754,899	46.40%
Change	\$	(70,977)	\$	554,933	
Fund Balances					
Fund Balance-Unassigned-(High School)	\$	627,061	\$	627,061	\$ 0
Fund Balance-Assigned PSERS	\$	128,250	\$	128,250	\$ -
Fund Balance-Non-Spendable-NOREBT	\$	547,128	\$	547,128	\$ -
Fund Balance-Non-Spendable-Inventory	\$	202,009	\$	202,009	\$ -
	\$	1,504,448	\$	1,504,448	\$ 0
RCTC					
Fund Balance July 1, 2012	\$	148,449	\$	148,449	\$ -
Revenue	\$	225,356	\$	139,393	61.85%
Expenditure and reserve	\$	207,902	\$	129,363	62.22%
Change	\$	17,454	\$	10,030	
Fund Balance-Assigned-RCTC	\$	126,151	\$	158,479	\$ 32,328

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Food Service Fund (Fund 51)		Jan 31, 2013				
Revenue and Expenditure Summary		Annual Budget	YTD-Actual	%		
<u>Fund Balances - July 1, 2012</u>						
Fund balance-Assigned-Food Services	\$	15,485	\$	15,485	\$	-
Fund Balance-Assigned-Capital Assets (net)	\$	33,619	\$	33,619	\$	-
	\$	49,104	\$	49,104		
Operating Revenue	\$	206,680	\$	105,114		50.86%
Operating Expense	\$	202,385	\$	84,730		41.87%
Depreciation expense	\$	4,295	\$	-		0.00%
Gain/(Loss)	\$	-	\$	20,384		
<u>Fund Balances - Ending</u>						
Fund balance-Assigned-Food Services	\$	15,485	\$	15,485	\$	(0.31)
Fund Balance-Assigned-Capital Assets	\$	33,619	\$	33,619	\$	-
	\$	49,104	\$	49,104		

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ECTS Capital Projects Fund (Fund 21)		Jan 31, 2013				
Revenue and Expenditure Summary		Annual Plan		YTD-Actual		%
Fund Balance-July 1, 2012						
Assigned-Transition Center	\$	4,065	\$	4,065	\$	-
Assigned-Capital Projects	\$	382,441	\$	382,441	\$	-
	\$	386,506	\$	386,506	\$	-
Plus:						
Transfers from General Fund-2012-13	\$	33,946	\$	33,900		99.86%
Interest	\$	1,000	\$	169		16.93%
	\$	34,946	\$	34,069		97.49%
Less:						
Beals-McMahon Buildings - painting exterior	\$	67,620	\$	67,620		100.00%
HRL&C-architect fees-exterior painting	\$	4,206	\$	833		19.81%
HRL&C-architect fees-exterior -other	\$	15,794	\$	13,936		88.24%
Technology- servers/hardware	\$	10,000	\$	2,621		26.21%
Transition Center equipment	\$	4,065	\$	-		0.00%
	\$	-				
	\$	101,685	\$	85,010		83.60%
Fund Balance						
Assigned-Transition Center	\$	4,065				
Assigned-Capital Projects	\$	315,702				
	\$	319,767				

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Student Activity Fund (Fund 81)		Jan 31, 2013
		YTD-Actual
<u>Fund Balances- July 1, 2011</u>		
Designated-SkillsUSA	\$	300
Designated-NTHS	\$	-
	\$	300
<u>Revenue + Transfers</u>		
SkillsUSA	\$	14,550
National Technical Honor Society	\$	609
	\$	15,158
<u>Expenditure</u>		
SkillsUSA	\$	11,360
National Technical Honor Society	\$	-
	\$	11,360
<u>Fund Balances- YTD</u>		
Assigned-SkillsUSA	\$	3,490
Assigned-NTHS	\$	609
	\$	4,098

6	NOREBT-ECTS Per Employee Per Month	Medical/ Rx	Dental	Vision	Total	Excess Loss fund	Wellness Fund	Total
		\$ 1,183	\$ 72	\$ 13	\$ 1,268			
	Account Balance July 1, 2012	\$ 119,538	\$ -	\$ -	\$ 119,538	\$ 436,492	\$ 7,334	\$ 563,364
	Plus: YTD Contributions+receipts	\$ 149,279	\$ 10,500	\$ 1,950	\$ 161,729	\$ 27,722	\$ 450	
	Plus: Prescription formulary rebate	\$ -			\$ -			
	Plus: Interest allocation	\$ -			\$ -			
	Plus: PA Trust refund	\$ -			\$ -			
	Plus: reimbursement from excess loss fund	\$ -			\$ -			
		\$ 149,279	\$ 10,500	\$ 1,950	\$ 161,729	\$ 27,722	\$ 450	\$ 189,900
	Less: YTD gross claims	\$ (136,676)	\$ (16,884)	\$ (1,983)	\$ (155,543)			
	Less: YTD gross claims- prescription	\$ (31,742)			\$ (31,742)			
	Less: Large claims management(adj)					\$ (291)		
	Less: Stop Loss insurance					\$ (26,702)		
	Less: reimbursement for large claims over 40K					\$ (748)		
	Less: PA Trust refund	\$ -			\$ -	\$ -		
	Less: other expense-	\$ -			\$ -			
	Less: Admin expenses/stop-loss ins	\$ (8,841)	\$ (482)	\$ (126)	\$ (9,449)		\$ (29)	
	Less: Total YTD claims/exps.	\$ (177,259)	\$ (17,366)	\$ (2,109)	\$ (196,734)	\$ (27,740)	\$ (29)	\$ (224,503)
	Total YTD claims and expenses							
	YTD contribution less expense	\$ (27,981)	\$ (6,866)	\$ (159)	\$ (35,005)	\$ (18)	\$ 421	\$ (34,603)
	Account balance -09/30/2012 YTD	\$ 91,558	\$ (6,866)	\$ (159)	\$ 84,533	\$ 436,474	\$ 7,755	\$ 528,761
	Months of claims + expenses in reserve	1.5	(1.2)	(0.2)	1.3			
	avg monthly claims + expenses	\$ 59,086	\$ 5,789	\$ 703	\$ 65,578			

No change since Nov report

Other information

A. Accomplishments:

- Performed mid year within function transfers as needed. Exmaples are: to reallocate supplies (610) to meals/refreshments (635), salaries because of staff assignment changes and retirements since budget development, needed facility/equipment repairs.
- insurance survey follow-ups to ensure improvement recommendation were performed (see insurance survey and response in supplemental information)
- E-rate submission for reimbursement on phones/internet for 1st half of year
- 1099's were sent to vendors
- Completed the transition to a new Visa online management program for the PNC Procurment Cards

B. Information:

- RCTC had received \$11,590 from PA Fund for Workforce Solution grant and \$6,500 from PA Women Work New Choices New Options grant
- The USDA has recently released proposed legislation regarding food served at school. This may impact our culinary program. Please see attached article and highlights.

VISA Statement and Receipts
date received log

Card Holder	5/28/2012	6/27/2012	7/27/2012	8/27/2012	9/27/2012	10/27/2012	11/27/2012	12/27/2012	1/28/2013
	Due 6/6, 6/15	Due 7/16	Due 8/15	Due 9/17	Due 10/15	Due 11/15	Due 12/17	Due 1/17	2/15/2013
Camp, Mary Ellen	6/5/2012	7/5/2012	8/3/2012	9/10/2012	N/A	11/15/2012	12/11/2012	1/23/2013	2/14/2013
DiPlacido, Frank	6/20/2012	8/15/2012	N/A	9/7/2012	10/5/2012	11/6/2012	12/7/2012	1/17/2012	2/6/2013
Fatica, Natalie	N/A	7/2/2012	8/2/2012	9/4/2012	10/5/2012	11/5/2012	12/6/2012	1/7/2013	2/4/2013
Holland, Patrick	6/6/2012	8/1/2012	8/13/2012	10/8/2012	10/8/2012	11/9/2012	12/4/2012	1/18/2013	2/7/2013
Jackson, Aldo	N/A	7/2/2012	8/6/2012	9/6/2012	10/19/2012	11/12/2012	12/4/2012	1/9/2013	2/7/2013
Jones, Marcia			N/A	N/A	N/A	N/A	N/A	1/7/2013	2/4/2013
Kennerknecht, Jan	6/7/2012	7/30/2012	8/2/2012	9/3/2012	10/9/2012	11/12/2012	12/4/2012	1/8/2013	2/6/2013
Lasher, Daniel	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Sceiford, Steven	6/5/2012	7/3/2012	8/3/2012	9/7/2012	10/4/2012	11/6/2012	12/3/2012	1/8/2013	2/6/2013
Smith, Jeffrey	6/11/2012	7/3/2012	N/A	N/A	10/11/2012	11/5/2012	12/4/2012	1/18/2013	2/11/2013
Tarasovitch, Joseph	6/4/2012	7/2/2012	8/2/2012	9/4/2012		11/6/2012	12/5/2012	1/10/2013	2/8/2013
Tatalone, Susan	6/4/2012	N/A	8/2/2012	9/4/2012	10/4/2012	11/5/2012	12/3/2012	1/7/2013	2/4/2013
Tech, Justin	6/11/2012	9/5/2012	N/A	N/A	10/11/2012	11/15/2012	12/10/2012	1/10/2013	2/6/2013
Balsiger, Kenneth	6/6/2012	N/A	N/A	N/A	10/4/2012	11/6/2012	12/6/2012	1/9/2013	2/4/2013
Bright, Tamara	6/6/2012	N/A	N/A	N/A	10/8/2012	11/7/2012	12/5/2012	1/9/2013	2/7/2013
Carr, Sandra	6/5/2012	8/1/2012	N/A	N/A	10/5/2012	N/A	N/A	N/A	2/4/2013
Craft, Robert	6/5/2012-incomplete	N/A	N/A	N/A	N/A	11/7/2012	12/7/2012	1/9/2013	2/8/2012
Cyphert, Mark	6/5/2012-incomplete	7/2/2012	N/A	9/6/2012	10/4/2012	11/15/2012	12/4/2012	1/8/2013	2/6/2013
Erdman, Donna	6/6/2012	12/5/2012	N/A	9/26/2012	10/5/2012	11/15/2012	12/14/2012	1/17/2013	
Grimes, Robin	6/6/2012	8/14/2012	N/A	9/4/2012	N/A	11/8/2012	12/5/2012	1/8/2013	2/5/2013
Grossman, Janet	6/5/2012	N/A	8/7/2012	9/4/2012	10/5/2012	11/5/2012	12/4/2012	1/8/2013	2/4/2013
Hamilton, Stephanie	N/A	N/A	N/A	N/A	11/15/2012	N/A	N/A	1/9/2013	2/4/2013
Hewitt, Roach	6/6/2012	8/1/2012	8/3/2012	N/A	10/8/2012	N/A	12/4/2012	N/A	2/4/2013
Hofmeister, Don	6/5/2012	8/27/2012	N/A	N/A	10/8/2012	11/15/2012	12/17/2012	1/22/2013	2/13/2013
Lucarotti, Andrea	6/6/2012	7/2/2012	9/5/2012	9/4/2012	10/5/2012	11/6/2012	12/4/2012	1/8/2012	2/6/2013
Lytle, Charles	6/5/2012	7/2/2012	N/A	N/A	10/5/2012	11/6/2012	12/6/2012	1/10/2013	2/5/2013
Massello, Tracy	6/4/2012	7/2/2012	N/A	9/10/2012	11/8/2012	11/8/2012	N/A	1/17/2012	2/7/2013
Michalak, David	6/5/2012	7/3/2012	N/A	N/A	10/8/2012	11/6/2012	12/11/2012	1/22/2013	2/4/2013
Mientkiewicz, Timothy	6/4/2012	7/15/2012	N/A	N/A	10/9/2012	11/6/2012	12/4/2012	1/8/2013	2/4/2013
Oakes, Curt	6/5/2012	N/A	N/A	N/A	11/2/2012	11/6/2012	12/7/2012	1/11/2013	2/7/2013
Salorino, Joseph	6/5/2012	7/2/2012	N/A	N/A	11/15/2012	11/15/2012	12/14/2012	1/22/2013	2/7/2013
Sargent, Mariea	6/6/2012	N/A	N/A	9/4/2012	10/4/2012	11/6/2012	12/4/2012	1/8/2013	2/11/2013
Scalise, Lesa	N/A	N/A	N/A	9/14/2012	10/15/2012	11/14/2012	12/18/2012	1/15/2013	2/14/2013
Shaffer, Elaine	6/5/2012	7/2/2012	N/A	N/A	10/4/2012	11/5/2012	12/4/2012	1/8/2013	2/6/2013
Sorensen, Lisa	6/5/2012	7/30/2012	N/A	N/A	N/A	11/8/2012	12/11/2012	1/9/2013	2/5/2013
States, Sherry	6/5/2012	7/2/2012	N/A	9/14/2012	10/11/2012	11/7/2012	12/4/2012	1/15/2013	2/8/2013
Steever, Sam	6/5/2012	N/A	N/A	9/6/2012	10/23/2012	11/15/2012	12/11/2012	1/18/2013	2/4/2013
Supryniewicz, Robert	6/5/2012	7/18/2012	N/A	N/A	N/A	11/15/2012	12/11/2012	1/11/2013	2/11/2013
Wilber, Danielle	6/7/2012	N/A	N/A	N/A	N/A	N/A	N/A	1/17/2012	2/13/2012
Yanosko, David	6/5/2012	N/A	N/A	N/A	10/8/2012	11/6/2012	12/6/2012	1/9/2013	2/5/2013
Zimmermann, Phylis	N/A	N/A	N/A	N/A	10/10/2012	11/30/2012	12/14/2012	1/10/2013	2/11/2013

Marcia Jones

From: Justin Tech [techj@fortleboeuf.net]
Sent: Monday, February 18, 2013 3:01 PM
To: Marcia Jones
Subject: RE: Proposed legislation

Marcia,

I am working on a break down of the proposed regulations now. Here are some highlights that can be shared with JOC:

Highlights of USDA's proposal include:

- **More of the foods we should encourage.** Promoting availability of healthy snack foods with whole grains, low fat dairy, fruits, vegetables or protein foods as their main ingredients.
- **Less of the foods we should avoid.** Ensuring that snack food items are lower in fat, sugar, and sodium and provide more of the nutrients kids need.
- **Targeted standards.** Allowing variation by age group for factors such as beverage portion size and caffeine content.
- **Reasonable limitations on when and where the standards apply.** Ensuring that standards only affect foods that are sold on school campus during the school day. Foods sold at an after school sporting event or other activity will not be subject to these requirements. They have redefined the definition of the school day. The new definition is the period from the midnight before, to 30 minutes after the end of the official school day.
- **Flexibility for state and local communities.** Allowing significant local and regional autonomy by only establishing minimum requirements for schools. States and schools that have stronger standards than what is being proposed will be able to maintain their own policies.
- **Significant transition period for schools and industry.** The standards will not go into effect until at least one full school year after public comment is considered and an implementing rule is published to ensure that schools and vendors have adequate time to adapt.
- **Impacts vending and afternoon deli.** The standards will effect what is sold on the afternoon deli. Any products that are made by the Culinary Lab will have to meet the new standards if they are to be sold in the afternoon deli. This will raise the question of what to do with lab projects. I am raising this question with the USDA when we submit our comments.

I am doing a presentation of these proposed standards on March 12th to most of the school districts. We will be complying comments and then I will be submitting them to the USDA.

Let me know if you need anything else.

Thanks!

Justin

Chef Justin Tech
Food Service Supervisor/Executive Chef
Fort LeBoeuf School District & Erie County Technical School
SNAPA Chapter 13 - President Elect
Office - 814.796.4795

Healthier schools: Goodbye candy and greasy snacks

By MARY CLARE JALONICK Associated Press News Fuze

Posted:

DenverPost.com

WASHINGTON—Goodbye candy bars and sugary cookies. Hello baked chips and diet sodas.

The government for the first time is proposing broad new standards to make sure all foods sold in schools are more healthful, a change that would ban the sale of almost all candy, high-calorie sports drinks and greasy foods on campus.

Under new rules the Department of Agriculture proposed Friday, school vending machines would start selling water, lower-calorie sports drinks, diet sodas and baked chips instead. Lunchrooms that now sell fatty "a la carte" items like mozzarella sticks and nachos would have to switch to healthier pizzas, low-fat hamburgers, fruit cups and yogurt.

The rules, required under a child nutrition law passed by Congress in 2010, are part of the government's effort to combat childhood obesity. While many schools already have made improvements in their lunch menus and vending machine choices, others still are selling high-fat, high-calorie foods.

Under the proposal, the Agriculture Department would set fat, calorie, sugar and sodium limits on almost all foods sold in schools. Current standards already regulate the nutritional content of school breakfasts and lunches that are subsidized by the federal government, but most lunch rooms also have "a la carte" lines that sell other foods. And food sold through vending machines and in other ways outside the lunchroom has not been federally regulated.

"Parents and teachers work hard to instill healthy eating habits in our kids, and these efforts should be supported when kids walk through the schoolhouse door," said Agriculture Secretary Tom Vilsack.

Most snacks sold in school would have to have less than 200 calories. Elementary and middle schools could sell only water, low-fat milk or 100 percent fruit or vegetable juice. High schools could sell some sports drinks, diet sodas and iced teas, but the calories would be limited. Drinks would be limited to 12-ounce portions in middle schools, and 8-ounce portions in elementary schools.

The standards will cover vending machines, the "a la carte" lunch lines, snack bars and any other foods regularly sold around school. They would not apply to in-school fundraisers or bake sales, though states have the power to regulate them. The new guidelines also would not apply to after-school concessions at school games or theater events, goodies brought from home for classroom celebrations, or anything students bring for their own personal consumption.

The new rules are the latest in a long list of changes designed to make foods served in schools more healthful and accessible. Nutritional guidelines for the subsidized lunches were revised last year and put in place last fall. The 2010 child nutrition law also provided more money for schools to serve free and reduced-cost lunches and required more meals to be served to hungry kids.

Iowa Sen. Tom Harkin, a Democrat, has been working for two decades to take junk foods out of schools. He calls the availability of unhealthful foods around campus a "loophole" that undermines the taxpayer money that helps pay for the healthier subsidized lunches.

"USDA's proposed nutrition standards are a critical step in closing that loophole and in ensuring that our schools are places that nurture not just the minds of American children but their bodies as well," Harkin said.

Last year's rules faced criticism from some conservatives, including some Republicans in Congress, who said the government shouldn't be telling kids what to eat. Mindful of that backlash, the Agriculture Department exempted in-school fundraisers from federal regulation and proposed different options for some parts of the rule, including the calorie limits for drinks in high schools, which would be limited to either 60 calories or 75 calories in a 12-ounce portion.

The department also has shown a willingness to work with schools to resolve complaints that some new requirements are hard to meet. Last year, for example, the government relaxed some limits on meats and grains in subsidized lunches after school nutritionists said they weren't working.

Schools, the food industry, interest groups and other critics or supporters of the new proposal will have 60 days to comment and suggest changes. A final rule could be in place as soon as the 2014 school year.

Margo Wootan, a nutrition lobbyist for the Center for Science in the Public Interest, says surveys done by her organization show that most parents want changes in the lunchroom.

"Parents aren't going to have to worry that kids are using their lunch money to buy candy bars and a Gatorade instead of a healthy school lunch," she said.

The food industry has been onboard with many of the changes, and several companies worked with Congress on the child nutrition law two years ago. Major beverage companies have already agreed to take the most caloric sodas out of schools. But those same companies, including Coca-Cola and PepsiCo, also sell many of the non-soda options, like sports drinks, and have lobbied to keep them in vending machines.

A spokeswoman for the American Beverage Association, which represents the soda companies, says they already have greatly reduced the number of calories kids are consuming at school by pulling out the high-calorie sodas.
