Business Manager's Report
July/Aug 2013

Prepared by MD Jones

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General Ledger Bank Account Balances	June 30, 2013	May 31,2013	Change
General Fund Cash Accounts			
PNC, PSDLAF, PSDMAX, PLGIT	$ 1,485,765.96	$ 1,708,777.35	$ (223,011.39)
Capital Projects Fund, PSDLAF	$ 326,886.41	$ 326,878.28	$ 8.13
Food Service Fund- PNC	$ 3,876.47	$ 6,160.57	$ (2,284.10)
Student Activities Fund-PNC	$ 1,746.62	$ 5,217.96	$ (3,471.34)
Flexible Spending Acct, Act 93 403(b)- PNC	$ 676.92	$ 983.21	$ (306.29)
Total All Funds- Bank Balances	$ 1,818,952.38	$ 2,048,017.37	$ (229,064.99)
			$ -
ECVT Foundation- PSDLAF	$ 42,836.18	$ 38,448.66	$ 4,387.52
ECVT Foundation-ECF (4/30/13)	$ 198,116.88	$ 206,150.27	$ (8,033.39)
Total ECVT Foundation	$ 240,953.06	$ 244,598.93	$ (3,645.87)

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General Fund (Fund 10) Revenue and Expenditure Summary	June 30,2013 (Pre-Audit) 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	$ 4,440,972	95.44%
Revenue-All Other Sources	$ 1,212,835	$ 1,360,413	112.17%
Total Revenue	$ 5,865,893	$ 5,801,385	
Expenditure and reserve	$ 5,936,870	$ 5,569,350	93.81%
Change	$ (70,977)	$ 232,034	
Fund Balances			
Fund Balance-Unassigned-(High School)	$ 627,061	$ 884,725	$ 257,664
Fund Balance-Assigned PSERS	$ 128,250	$ 128,250	$ -
Fund Balance-Non-Spendable-NOREBT	$ 547,128	$ 521,499	$ (25,629)
Fund Balance-Non-Spendable-Inventory	$ 202,009	$ 148,427	$ (53,582)
	$ 1,504,448	$ 1,682,901	$ 178,453
RCTC			
Fund Balance July 1, 2012	$ 148,449	$ 148,449	$ -
Revenue	$ 225,356	$ 253,455	112.47%
Expenditure and reserve	$ 207,902	$ 255,828	123.05%
Change	$ 17,454	$ (2,373)	
Fund Balance-Assigned-RCTC	$ 148,449	$ 146,076	$ (2,373)

3	Food Service Fund (Fund 51) Revenue and Expenditure Summary	June 30, 2013 (Pre-Audit) Annual Budget	YTD-Actual	%
	Fund Balances - July 1, 2012			
	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	$ 176,392	85.35%
	Operating Expense	$ 202,385	$ 185,227	91.52%
	Depreciation expense	$ 4,295	$ 4,086	95.13%
	Gain/(Loss)	$ -	$ (12,921)	
	Fund Balances - Ending			
	Fund balance-Assigned-Food Services	$ 15,485	$ 6,649	$ (8,836)
	Fund Balance-Assigned-Capital Assets	$ 33,619	$ 29,532	$ (4,087.00)
		$ 49,104	$ 36,181	

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ECTS Capital Projects Fund (Fund 21) Revenue and Expenditure Summary	June 30, 2013 (Pre-Audit) 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	$ 186	18.56%
	$ 34,946	$ 34,086	97.54%
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	$ 11,317	113.17%
Transition Center equipment	$ 4,065	$ -	0.00%
	$ -		
	$ 101,685	$ 93,706	92.15%
Fund Balance			
Assigned-Transition Center	$ 4,065	$ 4,065	
Assigned-Capital Projects	$ 315,702	$ 322,821	
	$ 319,767	$ 326,886	

5	Student Activity Fund (Fund 81)		June 30, 2013 (Pre-Audit)
			YTD-Actual
	Fund Balances- July 1, 2012		
	Designated-SkillsUSA	$	300
	Designated-NTHS	$	-
		$	300
	Revenue + Transfers		
	SkillsUSA	$	22,892
	National Technical Honor Society	$	3,157
		$	26,049
	Expenditure		
	SkillsUSA	$	22,851
	National Technical Honor Society	$	1,953
		$	24,804
	Fund Balances- YTD		
	Assigned-SkillsUSA	$	341
	Assigned-NTHS	$	1,204
		$	1,545

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NOREBT-ECTS Per Employee Per Month	Medical/ Rx $ 1,183	Dental $ 72	Vision $ 13	Total $ 1,268	Excess Loss fund	Wellness Fund	Total
Account Balance July 1, 2012	$ 119,555	$ -	$ -	$ 119,555	$ 436,492	$ 7,334	$ 563,381
Plus: YTD Contributions+receipts	$ 599,104	$ 42,972	$ 7,813	$ 649,889	$ 111,256	$ 1,806	
Plus: Prescription formulary rebate	$ -			$ -			
Plus: Interest allocation	$ 481			$ 481			
Plus: PA Trust refund	$ 1,335			$ 1,335			
Plus: reimbursement from excess loss fund	$ -			$ -			
	$ 600,920	$ 42,972	$ 7,813	$ 651,705	$ 111,256	$ 1,806	$ 764,767
Less: YTD gross claims	$ (416,522)	$ (33,791)	$ (6,325)	$ (456,638)			
Less: YTD gross claims- prescription	$ (195,182)			$ (195,182)			
Less: Large claims management(adj)					$ (1,164)		
Less: Stop Loss insurance					$ (109,293)		
Less: reimbursement for large claims over 40K							
Less: PA Trust refund					$ (1,157)		
Less: other expense-	$ (4,149)			$ (4,149)			
Less: Admin expenses/stop-loss ins	$ (35,206)	$ (1,935)	$ (498)	$ (37,640)		$ (1,426)	
Less: Total YTD claims/exps.	$ (651,059)	$ (35,727)	$ (6,823)	$ (693,609)	$ (111,614)	$ (1,426)	$ (806,649)
Total YTD claims and expenses							
YTD contribution less expense	$ (50,139)	$ 7,245	$ 990	$ (41,904)	$ (359)	$ 380	$ (41,882)
Account balance -6/30/13 YTD -based on estimate	$ 69,416	$ 7,245	$ 990	**$ 77,651**	$ 436,133	$ 7,714	$ 521,499
Months of claims + expenses in reserve	1.3	2.4	1.7	1.3			
avg monthly claims + expenses	$ 54,255	$ 2,977	$ 569	$ 57,801			

Other information

A. -The unassigned fund balance for the high school increased by $257,664 at the end of the 2012-13 school year. The 2013-2014 budget includes a transfer of $97,000 to the PSERS assigned fund balance. The JOC can authorize an additional transfer to PSERS assigned fund balance through a motion. The unassigned fund balance for the high school was $884,724.81 on 6/30/13.

-The RCTC fund balance decreased by $2,373 at the end of 2012-2013, ending at $146,076.15.

-Changes in the Food Service Program for 2013-2014:

-Grab and Go breakfast will be offered on Mondays and days that breaks are canceled

-increase the daily lunch choices to 4 items

-removed unpopular menu items

-CAEP students will be provided a full lunch instead of a snack