

8/12/2013

Business Manager's Report
July/Aug 2013

Prepared by MD Jones

1	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)		June 30,2013 (Pre-Audit)			
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	\$	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)

8/12/2013

Business Manager's Report
July/Aug 2013

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Food Service Fund (Fund 51)		June 30, 2013				
Revenue and Expenditure Summary		(Pre-Audit)				
		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	\$	176,392		85.35%
Operating Expense	\$	202,385	\$	185,227		91.52%
Depreciation expense	\$	4,295	\$	4,086		95.13%
Gain/(Loss)	\$	-	\$	(12,921)		
<u>Fund Balances - Ending</u>						
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)		June 30, 2013		
Revenue and Expenditure Summary		(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
<u>Fund Balances- July 1, 2012</u>		
Designated-SkillsUSA	\$	300
Designated-NTHS	\$	-
	\$	300
<u>Revenue + Transfers</u>		
SkillsUSA	\$	22,892
National Technical Honor Society	\$	3,157
	\$	26,049
<u>Expenditure</u>		
SkillsUSA	\$	22,851
National Technical Honor Society	\$	1,953
	\$	24,804
<u>Fund Balances- YTD</u>		
Assigned-SkillsUSA	\$	341
Assigned-NTHS	\$	1,204
	\$	1,545

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	\$ 119,555	\$ -	\$ -	\$ 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

8/19/2013

Business Manager's Report
August 2013

Prepared by MD Jones

1 General Ledger Bank Account Balances	July 31 2013	June 30, 2013	Change
General Fund Cash Accounts			
PNC, PSDLAF, PSDMAX, PLGIT	\$ 1,548,733.38	\$ 1,485,765.96	\$ 62,967.42
Capital Projects Fund, PSDLAF	\$ 360,786.42	\$ 326,886.41	\$ 33,900.01
Food Service Fund- PNC	\$ 38,766.00	\$ 3,876.47	\$ 34,889.53
Student Activities Fund-PNC	\$ 1,721.10	\$ 1,746.62	\$ (25.52)
Flexible Spending Acct, Act 93 403(b)- PNC	\$ 1,010.76	\$ 676.92	\$ 333.84
Total All Funds- Bank Balances	\$ 1,951,017.66	\$ 1,818,952.38	\$ 132,065.28
			\$ -
ECVT Foundation- PSDLAF	\$ 42,930.09	\$ 42,836.18	\$ 93.91
ECVT Foundation-ECF (6/30/13)	\$ 198,116.88	\$ 198,116.88	\$ -
Total ECVT Foundation	\$ 241,046.97	\$ 240,953.06	\$ 93.91

2

General Fund (Fund 10)		July 31, 2013			
Revenue and Expenditure Summary		This month's report subject to verification			
		Annual Budget	YTD Actual	%	
ECTS-High School					
Fund Balances - July 1, 2013					
Fund Balance-Unassigned-(High School)	\$	884,725	\$	787,725	
Fund Balance-Assigned PSERS	\$	128,250	\$	225,250	
Fund Balance-Non-Spendable-NOREBT	\$	521,499	\$	521,499	
Fund Balance-Non-Spendable-Inventory	\$	137,841	\$	137,841	
	\$	1,672,315	\$	1,672,315	
Revenue-Local Sources & Districts	\$	4,543,770	\$	383,815	8.45%
Revenue-All Other Sources	\$	1,259,601	\$	9,833	0.78%
Total Revenue	\$	5,803,371	\$	393,648	
Expenditure and reserve	\$	5,823,641	\$	432,686	7.43%
Change	\$	(20,270)	\$	(39,038)	
Fund Balances					
Fund Balance-Unassigned-(High School)	\$	884,725	\$	787,725	\$ (97,000)
Fund Balance-Assigned PSERS	\$	128,250	\$	225,250	\$ 97,000
Fund Balance-Non-Spendable-NOREBT	\$	521,499	\$	521,499	\$ -
Fund Balance-Non-Spendable-Inventory	\$	148,427	\$	148,427	\$ -
	\$	1,682,901	\$	1,682,901	\$ -
RCTC					
Fund Balance July 1, 2013	\$	146,076	\$	146,076	\$ -
Revenue	\$	225,356	\$	11,182	4.96%
Expenditure and reserve	\$	207,922	\$	9,862	4.74%
Change	\$	17,434	\$	1,320	
Fund Balance-Assigned-RCTC	\$	146,076	\$	146,076	\$ -

8/19/2013

Business Manager's Report
August 2013

Prepared by MD Jones

3	Food Service Fund		July 31, 2013		
	(Fund 51)				
	Revenue and Expenditure Summary		Annual Budget	YTD-Actual	%
	<u>Fund Balances - July 1, 2013</u>				
	Fund balance-Assigned-Food Services	\$	6,649	\$ 6,649	\$ -
	Fund Balance-Assigned-Capital Assets (net)	\$	29,532	\$ 29,532	\$ -
		\$	36,181	\$ 36,181	
	Operating Revenue	\$	192,905	\$ 40,000	20.74%
	Operating Expense	\$	188,805	\$ 270	0.14%
	Depreciation expense	\$	4,100	\$ -	0.00%
	Gain/(Loss)	\$	-	\$ 39,730	
	<u>Fund Balances - Ending</u>				
	Fund balance-Assigned-Food Services	\$	6,649	\$ 6,649	\$ -
	Fund Balance-Assigned-Capital Assets	\$	29,532	\$ 29,532	\$ -
		\$	36,181	\$ 36,181	

4	ECTS Capital Projects Fund (Fund 21)		July 31, 2013		
	Revenue and Expenditure Summary		Annual Plan	YTD-Actual	%
	Fund Balance-July 1, 2013				
	Assigned-Transition Center	\$	4,065	\$ 4,065	\$ -
	Assigned-Capital Projects	\$	322,821	\$ 322,821	\$ -
		\$	326,886	\$ 326,886	\$ -
	Plus:				
	Transfers from General Fund-2013-2014	\$	33,900	\$ 33,900	100.00%
	Interest	\$	250	\$ 0	0.00%
		\$	34,150	\$ 33,900	99.27%
	Less:				
	Showman-Field Clearing	\$	10,000	\$ -	0.00%
	Technology- servers/hardware/SC Copier	\$	25,100	\$ -	0.00%
	Janitors Supply-Floor Scrubber	\$	6,100	\$ -	0.00%
	Site Improvements	\$	9,500	\$ -	0.00%
	Johnson Controls-HVAC Contoller	\$	4,500	\$ -	0.00%
		\$	-		
		\$	55,200	\$ -	0.00%
	Fund Balance				
	Assigned-Transition Center	\$	4,065	\$ 4,065	
	Assigned-Capital Projects	\$	301,771	\$ 301,771	
		\$	305,836	\$ 305,836	

5 Student Activity Fund (Fund 81)		July 31, 2013
		YTD-Actual
<u>Fund Balances- July 1, 2013</u>		
Designated-SkillsUSA	\$	341
Designated-NTHS	\$	1,204
	\$	1,545
<u>Revenue + Transfers</u>		
SkillsUSA	\$	314
National Technical Honor Society	\$	-
	\$	314
<u>Expenditure</u>		
SkillsUSA	\$	138
National Technical Honor Society	\$	-
	\$	138
<u>Fund Balances- YTD</u>		
Assigned-SkillsUSA	\$	517
Assigned-NTHS	\$	1,204
	\$	1,721

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	\$ 119,555	\$ -	\$ -	\$ 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)	\$ (37,639)		\$ (1,426)	
	Less: Total YTD claims/exps.	\$ (651,059)	\$ (35,726)	\$ (6,823)	\$ (693,608)	\$ (111,614)	\$ (1,426)	\$ (806,648)
	Total YTD claims and expenses							
	YTD contribution less expense	\$ (50,139)	\$ 7,246	\$ 990	\$ (41,903)	\$ (358)	\$ 380	\$ (41,881)
	Account balance -06/30/2013 YTD-estimated	\$ 69,416	\$ 7,246	\$ 990	\$ 77,652	\$ 436,134	\$ 7,714	\$ 521,500
	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			

Last update 6/30/13

Other information

A.

- Transfers from general fund to capital fund (\$33,900) and Food Service Fund (\$40,000) per the budget have been made
- The \$97,000 transfer from assigned high school fund balance to PSERS assigned fund balance has been made
- The 2013-2014 Capital Budget is reflected in the report including the field clearing, new floor scubber, and HVAC controller

VISA Statement and Receipts
date received log

Card Holder	8/27/2012	9/27/2012	10/27/2012	11/27/2012	12/27/2012	1/28/2013	2/27/2013	3/27/2013	4/29/2013	5/27/2013	6/27/2013	7/27/2013
	Due 9/17	Due 10/15	Due 11/15	Due 12/17	Due 1/17	2/15/2013	3/15/2013	4/15/2013	5/15/2013	6/17/2013	7/15/2013	8/15/2013
DiPlacido, Frank	9/7/2012	10/5/2012	11/6/2012	12/7/2012	1/17/2012	2/6/2013	3/11/2013	4/19/2013	5/7/2013	6/18/2013	7/8/2013	N/A
Fatica, Natalie	9/4/2012	10/5/2012	11/5/2012	12/6/2012	1/7/2013	2/4/2013	3/11/2013	4/2/2013	5/6/2013	6/5/2013	N/A	8/12/2013
Holland, Patrick	10/8/2012	10/8/2012	11/9/2012	12/4/2012	1/18/2013	2/7/2013	3/11/2013	4/4/2013	5/9/2013	6/4/2013	7/12/2013	8/7/2013
Jackson, Aldo	9/6/2012	10/19/2012	11/12/2012	12/4/2012	1/9/2013	2/7/2013	3/14/2013	4/2/2013	5/8/2013	6/5/2013	7/11/2013	8/12/2013
Jones, Marcia	N/A	N/A	N/A	N/A	1/7/2013	2/4/2013	3/5/2013	4/2/2013	5/6/2013	6/3/2013	7/8/2013	8/5/2013
Kennerknecht, Jan	9/3/2012	10/9/2012	11/12/2012	12/4/2012	1/8/2013	2/6/2013	3/4/2013	4/3/2013	5/6/2013	6/4/2013	N/A	8/6/2013
Smith, Jeffrey	N/A	10/11/2012	11/5/2012	12/4/2012	1/18/2013	2/11/2013	3/7/2013	4/12/2013	5/13/2013	6/20/2013	7/17/2013	8/12/2013
Tarasovitch, Joseph	9/4/2012		11/6/2012	12/5/2012	1/10/2013	2/8/2013	N/A	4/4/2013	5/7/2013	N/A	7/8/2013	8/6/2013
Tatalone, Susan	9/4/2012	10/4/2012	11/5/2012	12/3/2012	1/7/2013	2/4/2013	3/13/2013	4/2/2013	5/6/2013	6/20/2013	7/8/2013	8/12/2013
Tech, Justin	N/A	10/11/2012	11/15/2012	12/10/2012	1/10/2013	2/6/2013	3/8/2013	4/11/2013	5/9/2013	6/13/2013	7/10/2013	N/A
Von Volkenburg, Delbert							3/5/2013	4/2/2013	5/6/2013	6/4/2013	7/8/2013	8/14/2013
Balsiger, Kenneth	N/A	10/4/2012	11/6/2012	12/6/2012	1/9/2013	2/4/2013	3/8/2013	N/A	5/8/2013	6/5/2013	N/A	N/A
Bright, Tamara	N/A	10/8/2012	11/7/2012	12/5/2012	1/9/2013	2/7/2013	N/A	4/3/2013	5/7/2013	6/5/2013	N/A	N/A
Carr, Sandra	N/A	10/5/2012	N/A	N/A	N/A	2/4/2013	3/5/2013	N/A	5/10/2013	6/3/2013	7/8/2013	N/A
Craft, Robert	N/A	N/A	11/7/2012	12/7/2012	1/9/2013	2/8/2012	3/13/2013	N/A	5/13/2013	6/4/2013	N/A	8/5/2013
Cyphert, Mark	9/6/2012	10/4/2012	11/15/2012	12/4/2012	1/8/2013	2/6/2013	3/5/2013	4/3/2013	5/7/2013	6/4/2013	N/A	
Erdman, Donna	9/26/2012	10/5/2012	11/15/2012	12/14/2012	1/17/2013	5/13/2013	3/15/2013	4/17/2013	5/13/2013	6/5/2013	N/A	N/A
Grimes, Robin	9/4/2012	N/A	11/8/2012	12/5/2012	1/8/2013	2/5/2013	3/7/2013	N/A	5/7/2013	6/5/2013	N/A	8/8/2013
Hamilton, Stephanie	N/A	11/15/2012	N/A	N/A	1/9/2013	2/4/2013	N/A	N/A	N/A	6/4/2013	N/A	N/A
Hewitt, Roach	N/A	10/8/2012	N/A	12/4/2012	N/A	2/4/2013	3/5/2013	4/4/2013	N/A	6/3/2013	N/A	N/A
Lucarotti, Andrea	9/4/2012	10/5/2012	11/6/2012	12/4/2012	1/8/2012	2/6/2013	3/5/2013	4/3/2013	N/A	6/5/2013	N/A	
Massello, Tracy	9/10/2012	11/8/2012	11/8/2012	N/A	1/17/2012	2/7/2013	3/4/2013	4/15/2013	5/15/2013	N/A	N/A	N/A
Michalak, David	N/A	10/8/2012	11/6/2012	12/11/2012	1/22/2013	2/4/2013	3/13/2013	4/15/2013	5/10/2013	6/4/2013	N/A	N/A
Mientkiewicz, Timothy	N/A	10/9/2012	11/6/2012	12/4/2012	1/8/2013	2/4/2013	3/6/2013	4/5/2013*	5/6/2013	6/5/2013	N/A	N/A
Oakes, Curt	N/A	11/2/2012	11/6/2012	12/7/2012	1/11/2013	2/7/2013	3/5/2013	4/4/2013*	N/A	6/3/2013	N/A	N/A
Salorino, Joseph	N/A	11/15/2012	11/15/2012	12/14/2012	1/22/2013	2/7/2013	N/A	4/17/2013	5/9/2013	6/5/2013	N/A	N/A
Sargent, Mariea	9/4/2012	10/4/2012	11/6/2012	12/4/2012	1/8/2013	2/11/2013	N/A	4/10/2013	5/7/2013	6/5/2013	N/A	N/A
Scalise, Lesa	9/14/2012	10/15/2012	11/14/2012	12/18/2012	1/15/2013	2/14/2013	3/14/2013	4/17/2013	5/15/2013	6/14/2013	7/8/2013	N/A
Shaffer, Elaine	N/A	10/4/2012	11/5/2012	12/4/2012	1/8/2013	2/6/2013	3/5/2013	4/10/2013	5/6/2013	6/6/2013	7/8/2013	N/A
Sorensen, Lisa	N/A	N/A	11/8/2012	12/11/2012	1/9/2013	2/5/2013	3/6/2013	4/10/2013	5/10/2013	6/5/2013	N/A	N/A
States, Sherry	9/14/2012	10/11/2012	11/7/2012	12/4/2012	1/15/2013	2/8/2013	3/15/2013	N/A	N/A	6/5/2013	N/A	N/A
Steever, Sam	9/6/2012	10/23/2012	11/15/2012	12/11/2012	1/18/2013	2/4/2013	3/5/2013	4/18/2013	N/A	6/3/2013	7/8/2013	N/A
Suprynowicz, Robert	N/A	N/A	11/15/2012	12/11/2012	1/11/2013	2/11/2013	3/13/2013	4/17/2013	5/7/2013	6/4/2013	N/A	N/A
Wilber, Danielle	N/A	N/A	N/A	N/A	1/17/2012	2/13/2012	N/A	4/5/2013	N/A	6/4/2013	N/A	N/A
Yanosko, David	N/A	10/8/2012	11/6/2012	12/6/2012	1/9/2013	2/5/2013	3/7/2013	4/10/2013	5/7/2013	6/5/2013	N/A	N/A
Zimmermann, Phylis	N/A	10/10/2012	11/30/2012	12/14/2012	1/10/2013	2/11/2013	3/5/2013	4/2/2013	5/15/2013	6/4/2013	N/A	N/A