

Business Manager Report
Joint Operating Committee Meeting -June 22, 2014

1	General Ledger Bank Account Balances	May 31, 2014	April 31, 2014	Change
	General Fund Cash Accounts			
	PNC, PSDLAF, PSDMAX, PLGIT	\$ 1,946,700.49	\$ 1,920,332.92	\$ 26,367.57
	Capital Projects Fund, PSDLAF	\$ 334,420.89	\$ 334,420.89	\$ -
	Food Service Fund- PNC	\$ 9,146.10	\$ 14,270.64	\$ (5,124.54)
	Student Activities Fund-PNC	\$ 4,148.58	\$ 5,479.82	\$ (1,331.24)
	Total All Funds- Bank Balances	\$ 2,294,416.06	\$ 2,274,504.27	\$ 19,911.79

2	General Fund (Fund 10) Revenue and Expenditure Summary	2013-2014 Original Budget	2013-2014 Adjusted Budget	May 31, 2014 Actual	% of Budget
	ECTS-High School				
	<u>Fund Balances - July 1, 2013</u>				
	Fund Balance-Unassigned-(High School)	\$ 541,527	\$ 884,725	\$ 884,725	
	Fund Balance-Assigned PSERS	\$ 170,250	\$ 128,250	\$ 128,250	
	Fund Balance-Non-Spendable-NOREBT	\$ 521,499	\$ 521,499	\$ 521,499	
	Fund Balance-Non-Spendable-Inventory	\$ 137,841	\$ 148,427	\$ 148,427	
		\$ 1,371,117	\$ 1,682,901	\$ 1,682,901	
	Revenue-Local Sources & Districts	\$ 4,543,770	\$ 4,543,770	\$ 4,005,069	88.14%
	Revenue-All Other Sources	\$ 1,282,963	\$ 1,333,401	\$ 1,192,002	89.40%
	Total Revenue	\$ 5,826,733	\$ 5,877,171	\$ 5,197,071	
	Expenditure and reserve	\$ 5,846,003	\$ 5,895,976	\$ 4,755,566	80.66%
	Change	\$ (19,270)	\$ (18,805)	\$ 441,505	
	<u>Fund Balances</u>				
	Fund Balance-Unassigned-(High School)	\$ 467,257	\$ 518,920	\$ 979,230	
	Fund Balance-Assigned PSERS	\$ 225,250	\$ 225,250	\$ 225,250	
	Fund Balance-Assigned to New Program	\$ -	\$ 250,000	\$ 250,000	
	Fund Balance-Non-Spendable-NOREBT	\$ 521,499	\$ 521,499	\$ 521,499	
	Fund Balance-Non-Spendable-Inventory	\$ 137,841	\$ 148,427	\$ 148,427	
		\$ 1,351,847	\$ 1,664,096	\$ 2,124,406	
	RCTC				
	Fund Balance July 1, 2013	\$ 126,151	\$ 146,076	\$ 146,076	
	Revenue	\$ 225,356	\$ 225,356	\$ 254,590	112.97%
	Expenditure and reserve	\$ 207,902	\$ 208,367	\$ 261,644	125.57%
	Change	\$ 17,454	\$ 16,989	\$ (7,054)	
	Fund Balance-Assigned-RCTC	\$ 143,605	\$ 163,065	\$ 139,022	
	Total General Fund				
	Revenue	\$ 6,052,089	\$ 6,102,527	\$ 5,451,661	
	Expenditure and reserve	\$ 6,053,905	\$ 6,104,343	\$ 5,017,210	
	Change	\$ (1,816)	\$ (1,816)	\$ 434,451	

Business Manager Report
Joint Operating Committee Meeting -June 22, 2014

3	Food Service Fund (Fund 51)				
	Revenue and Expenditure Summary	2013-2014 Original Budget	2013-2014 Adjusted Budget	May 31, 2014 Actual	% of Budget
	<u>Fund Balances - July 1, 2013</u>				
	Fund balance-Assigned-Food Services	\$ 6,649	\$ 6,649	\$ 6,649	
	Fund Balance-Assigned-Capital Assets (net)	\$ 29,532	\$ 29,532	\$ 29,532	
		<u>\$ 36,181</u>	<u>\$ 36,181</u>	<u>\$ 36,181</u>	
	Operating Revenue	\$ 157,616	\$ 157,616	\$ 130,439	82.76%
	Operating Expense	\$ 153,516	\$ 153,516	\$ 131,366	85.57%
	Depreciation expense	\$ 4,100	\$ 4,100	\$ -	0.00%
	Gain/(Loss)	\$ -	\$ -	\$ (927)	
	<u>Fund Balances - Ending</u>				
	Fund balance-Assigned-Food Services	\$ 6,649	\$ 6,649	\$ 5,722	
	Fund Balance-Assigned-Capital Assets	\$ 25,432	\$ 25,432	\$ 29,532	
		<u>\$ 32,081</u>	<u>\$ 32,081</u>	<u>\$ 35,254</u>	

4	ECTS Capital Projects Fund (Fund 21)				
	Revenue and Expenditure Summary	2013-2014 Original Budget	2013-2014 Adjusted Budget	May 31, 2014 Actual	% of Budget
	Fund Balance-July 1, 2013				
	Assigned-Transition Center	\$ 4,065	\$ 4,065	\$ 4,065	
	Assigned-Capital Projects	\$ 322,821	\$ 322,821	\$ 322,821	
		<u>\$ 326,886</u>	<u>\$ 326,886</u>	<u>\$ 326,886</u>	
	Plus:				
	Transfers from General Fund-2013-2014	\$ 33,900	\$ 33,900	\$ 33,900	100.00%
	Interest	\$ 250	\$ 250	\$ 26	10.26%
		<u>\$ 34,150</u>	<u>\$ 34,150</u>	<u>\$ 33,926</u>	99.34%
	Less:				
	Showman-Field Clearing	\$ 10,000	\$ 10,000	\$ 10,000	100.00%
	Technology- servers/hardware/SC Copier	\$ 25,100	\$ 25,100	\$ 5,920	23.59%
	Janitors Supply-Floor Scrubber	\$ 6,100	\$ 6,100	\$ 6,037	98.97%
	Site Improvements	\$ 9,500	\$ 9,500	\$ -	0.00%
	Johnson Controls-HVAC Controller	\$ 4,500	\$ 4,500	\$ 4,434	98.53%
	Transition Center projects	\$ -	\$ -	\$ -	
		<u>\$ 55,200</u>	<u>\$ 55,200</u>	<u>\$ 26,391</u>	47.81%
	Fund Balance				
	Assigned-Transition Center	\$ 4,065	\$ 4,065	\$ 4,065	
	Assigned-Capital Projects	\$ 301,771	\$ 301,771	\$ 330,356	
		<u>\$ 305,836</u>	<u>\$ 305,836</u>	<u>\$ 334,421</u>	

Business Manager Report
Joint Operating Committee Meeting -June 22, 2014

5	Student Activity Fund (Fund 81)	May 31, 2014 Actual
	<u>Fund Balances- July 1, 2013</u>	
	Designated-SkillsUSA	\$ 341
	Designated-NTHS	\$ 1,204
		\$ 1,545
	<u>Revenue + Transfers</u>	
	SkillsUSA	\$ 24,739
	National Technical Honor Society	\$ 628
		\$ 25,367
	<u>Expenditure</u>	
	SkillsUSA	\$ 22,833
	National Technical Honor Society	\$ 1,553
		\$ 24,386
	<u>Fund Balances- YTD</u>	
	Assigned-SkillsUSA	\$ 2,247
	Assigned-NTHS	\$ 279
		\$ 2,526

6	NOREBT-ECTS Per Employee Per Month	Medical/ Rx \$ 1,183	Dental/Vision*	Excess Loss fund*	Wellness Fund*	Total
	Account Balance July 1, 2013	\$ 46,041	\$ 31,999	\$ 436,134	\$ 7,714	\$ 521,888
	Plus: YTD Contributions+receipts	\$ 508,486	\$ -	\$ 10,673	\$ 438	\$ 519,597
	Less: YTD net claims-medical	\$ (200,020)				\$ (200,020)
	Less: YTD net claims- prescription	\$ (127,273)				\$ (127,273)
	Less: Large claims management(adj)			\$ (293)		\$ (293)
	Less: reimbursement for large claims over 40K					\$ -
	Less: PA Trust refund			\$ (38)		\$ (38)
	Less: Administration expenses- Highmark, BAI	\$ (23,769)				\$ (23,769)
	Less: Reinsurance fees	\$ (7,421)				\$ (7,421)
	Less: Other fees- audit, legal, misc	\$ (535)				\$ (535)
	Less: Total YTD claims/exp.	\$ (359,018)	\$ -	\$ (331)	\$ -	\$ (359,349)
	YTD contribution less expense	\$ 149,468	\$ -	\$ 10,342	\$ 438	\$ 160,248
	Account balance-03/31/2014	\$ 195,509	\$ 31,999	\$ 446,476	\$ 8,152	\$ 682,135
	Months of claims + expenses in reserve	4.9				
	avg monthly claims + expenses (9 months)	\$ 39,890.90				

* Y-T-D statements pending

7 **Other information**

Budgetary accounts and funds have been balanced, reconciled and YTD correcting adjustments posted through May 31, 2014.

Fixed asset inventory has been updated for 2013-14 additions, deletions, and transfers. The update data has been submitted to Industrial Appraisal for their valuation as of June 30, 2014.

Fiscal year-end accruals are being prepared for financial statements: payroll, accounts payable, accounts receivable.

Interim audit field work was completed by Felix and Gloekler, P.C.

VISA Statement and Receipts
date received log

Card Holder	12/27/2013	1/27/2014	2/27/2014	3/28/2014	4/28/2014	5/27/2014
	1/15/2014	2/15/2014	3/15/2014	4/15/2014	5/15/2014	6/15/2014
DiPlacido, Frank	1/8/2014		3/10/2014	no stmt	5/7/2014	6/10/2014
Fatica, Natalie	1/6/2014	2/4/2014	3/11/2014	4/2/2014	5/6/2014	6/4/2014
Holland, Patrick	1/8/2014	2/5/2014	3/14/2014	4/4/2014	5/7/2014	6/4/2014
Jackson, Aldo	1/7/2014	2/11/2014	3/13/2014	4/2/2014	5/14/2014	6/5/2014
Jones, Marcia	1/6/2014	2/3/2014	3/7/2014	4/1/2014	5/5/2014	
Kennerknecht, Jan	1/8/2014	2/6/2014	3/10/2014	4/2/2014	5/6/2014	6/4/2014
Smith, Jeffrey	1/14/2014	2/12/2014	3/17/2014	4/16/2014	5/7/2014	6/12/2014
Tarasovitch, Joseph	1/9/2014	2/4/2014	3/10/2014	4/3/2014	no statemen	6/4/2014
Tech, Justin	1/13/2014	2/10/2014	3/11/2014	4/8/2014	5/12/2014	6/10/2014
Von Volkenburg, Delbert	1/13/2014	2/10/2014	3/13/2014	4/9/2014	5/13/2014	6/9/2014
Balsiger, Kenneth	1/8/2014	2/4/2014	3/11/2014	4/9/2014	5/6/2014	6/4/2014
Bright, Tamara	1/6/2014	2/5/2014	3/10/2014	4/3/2014	5/5/2014	6/6/2014
Burnham, Marty		2/10/2014	3/20/2014	4/25/2014	5/9/2014	6/6/2014
Carr, Sandra	1/6/2014	2/3/2014	3/7/2014	4/1/2014	5/7/2014	6/4/2014
Craft, Robert	1/14/2014	2/5/2014	3/7/2014	4/1/2014	5/13/2014	6/4/2014
Cyphert, Mark	1/6/2014	2/4/2014	3/7/2014	4/1/2014	5/6/2014	6/5/2014
Erdman, Donna	1/15/2014	2/14/2014	3/14/2014	4/15/2014	5/14/2014	6/10/2014
Grimes, Robin	1/8/2014	2/14/2014	3/7/2014	4/2/2014	5/7/2014	6/6/2014
Hamilton-Holmes, Stephanie	1/8/2014	2/3/2014	3/7/2014	4/7/2014	5/5/2014	6/4/2014
Hewitt, Roach	1/8/2014	2/4/2014	3/7/2014	4/1/2014	5/6/2014	6/4/2014
Lucarotti, Andrea	1/6/2014	2/3/2014	3/7/2014	4/2/2014	5/5/2014	6/4/2014
Lyle, Bob	1/14/2014	2/10/2014	3/13/2014	4/3/2014	5/5/2014	
Massello, Tracy (James)	1/16/2014	2/4/2014	3/7/2014	4/14/2014	5/5/2014	6/10/2014
Michalak, David	1/15/2014	2/5/2014	3/19/2014	4/3/2014	5/14/2014	6/5/2014
Moyak, Remle	1/6/2014	2/4/2014	3/7/2014	4/3/2014	5/7/2014	6/4/2014
Oakes, Curt	1/6/2014	2/10/2014	3/7/2014	4/8/2014	5/5/2014	6/5/2014
Salorino, Joseph	1/10/2014	2/11/2014	3/17/2014	4/15/2014	5/14/2014	6/5/2014
Sanders, Kelly	1/8/2014	2/11/2014	3/12/2014	4/7/2014	5/14/2014	6/13/2014
Sargent, Mariea	1/6/2014	2/5/2014	3/6/2014	4/1/2014	5/6/2014	6/4/2014
Scalise, Lesa	1/15/2014	2/12/2014	3/18/2014	4/15/2014	5/16/2014	6/13/2014
Shaffer, Elaine	1/6/2014	2/3/2014	3/6/2014	4/1/2014	5/6/2014	6/6/2014
Sorensen, Lisa	1/8/2014	2/6/2014	3/14/2014	4/3/2014	5/6/2014	6/10/2014
States, Sherry	1/15/2014	2/18/2014	3/7/2014	4/16/2014	5/20/2014	6/10/2014
Steever, Sam	1/14/2014	2/7/2014	3/18/2014	4/2/2014	5/14/2014	6/12/2014
Suprynowicz, Robert	1/8/2014	2/7/2014	3/17/2014	4/14/2014	5/9/2014	6/6/2014
Wilber, Danielle	1/10/2014	2/3/2014	3/6/2014	4/14/2014	5/14/2014	6/9/2014
Yanosko, David	1/8/2014	2/7/2014	3/6/2014	4/4/2014	5/7/2014	6/6/2014
Zimmermann, Phylis		2/13/2014	3/18/2014	4/3/2014	5/5/2014	6/4/2014