Business Manager's Report
December 2015

Prepared by Terri Birchard
Business Manager

1	General Ledger Bank Account Balances	December 31, 2015	November 30, 2015	Change
	General Fund Cash Accounts			
	PNC, PSDLAF, PSDMAX, PLGIT, ERIEBank	$ 1,396,683.39	$1,571,913.83	$ (175,230.44)
	Capital Projects Fund, PSDLAF	$ 187,382.79	$153,185.39	$ 34,197.40
	Food Service Fund- PNC	$ 8,158.82	$6,334.46	$ 1,824.36
	Student Activities Fund-PNC	$ 8,481.62	$10,253.64	$ (1,772.02)
	Flexible Spending Acct, Act 93 - PNC	$ 2,690.52	$2,486.46	$ 204.06
	Total All Funds - Bank Balances	$ 1,603,397.14	$1,744,173.78	$ (140,776.64)

2	General Fund (Fund 10) Revenue and Expenditure Summary	December 31, 2015			November 30, 2015		
		Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
	ECTS-High School						
	Fund Balances - July 1, 2015						
	Fund Balance-Unassigned-(High School)	$ 497,332	$ 763,560		$ 497,332	$ 763,560	
	Fund Balance-Assigned PSERS	$ 282,975	$ 327,975		$ 282,975	$ 327,975	
	Fund Balance - Assigned - New Program	$ 250,000	$ 250,000		$ 250,000	$ 250,000	
	Fund Balance-Non-Spendable-Inventory	$ 128,744	$ 128,744		$ 128,744	$ 128,744	
		$ 1,159,051	$ 1,470,279		$ 1,159,051	$ 1,470,279	
	Revenue-Local Sources & Districts	$ 4,716,784	$ 2,021,010	42.85%	$ 4,716,784	$ 1,693,249	35.90%
	Revenue-All Other Sources	$ 1,552,524	$ 318,451	20.51%	$ 1,552,524	$ 111,730	7.20%
	Total Revenue	$ 6,269,308	$ 2,339,461		$ 6,269,308	$ 1,804,979	
	Expenditure and reserve	$ 6,314,926	$ 2,582,756	40.90%	$ 6,314,926	$ 2,012,755	31.87%
	Change	$ (45,618)	$ (243,295)		$ (45,618)	$ (207,776)	
	Fund Balances						
	Fund Balance-Unassigned-(High School)	$ 497,332	$ 763,560		$ 497,332	$ 763,560	
	Fund Balance-Assigned PSERS	$ 282,975	$ 327,975		$ 282,975	$ 327,975	
	Fund Balance - Assigned - New Program	$ 250,000	$ 250,000		$ 250,000	$ 250,000	
	Fund Balance-Non-Spendable-Inventory	$ 148,427	$ 128,744		$ 148,427	$ 128,744	
		$ 1,178,734	$ 1,470,279		$ 1,178,734	$ 1,470,279	
	RCTC						
	Fund Balance July 1, 2015	$ 176,034	$ 176,034		$ 176,034	$ 176,034	
	Revenue	$ 479,623	$ 290,230	60.51%	$ 479,623	$ 182,362	38.02%
	Expenditure and reserve	$ 456,623	$ 200,468	43.90%	$ 456,623	$ 165,496	36.24%
	Change	$ 23,000	$ 89,762		$ 23,000	$ 16,866	
	Fund Balance-Assigned-RCTC	$ 199,034	$ 265,796		$ 199,034	$ 192,900	

3	Food Service Fund (Fund 51) Revenue and Expenditure Summary	December 31, 2015			November 30, 2015		
		Annual Budget	YTD-Actual	%	Annual Budget	YTD-Actual	%
	Fund Balances - July 1, 2015						
	Fund balance-Assigned-Food Services	$ 4,963	$ (31,295)		$ 4,963	$ (31,295)	
	Fund Balance-Assigned-Capital Assets (net)	$ 29,800	$ 28,259		$ 29,800	$ 28,259	
		$ 34,763	$ (3,036)		$ 34,763	$ (3,036)	
	Operating Revenue	$ 158,083	$ 67,856	42.92%	$ 158,083	$ 54,667	34.58%
	General Fund Transfers - CUA Supplies	$ 40,000	$ 15,000	37.50%	$ 40,000	$ 15,000	37.50%
	Operating Expense	$ 193,983	$ 97,247	50.13%	$ 193,983	$ 79,055	40.75%
	Depreciation expense	$ 4,100	$ -	0.00%	$ 4,100	$ -	0.00%
	Gain/(Loss)	$ -	$ (14,391)		$ -	$ (9,388)	
	Fund Balances - Ending						
	Fund balance-Assigned-Food Services	$ 4,963	$ (60,686)		$ 4,963	$ (55,683)	
	Fund Balance-Assigned-Capital Assets	$ 29,800	$ 28,259		$ 29,800	$ 28,259	
		$ 34,763	$ (32,427)		$ 34,763	$ (27,424)	

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ECTS Capital Projects Fund (Fund 21) Revenue and Expenditure Summary	December 31, 2015						November 30, 2015					
	Annual Budget		YTD-Actual		%		Annual Budget		YTD-Actual		%	
Fund Balance-July 1, 2015												
Assigned-Transition Center	$	4,065	$	4,065			$	4,065	$	4,065		
Assigned-Capital Projects	$	329,514	$	330,364			$	329,514	$	330,364		
	$	333,579	$	334,429			$	333,579	$	334,429		
Plus:												
Transfers from General Fund-2015-2016	$	42,900	$	142,900	333.10%		$	42,900	$	42,900	100.00%	
Interest	$	250	$	22	8.64%		$	250	$	13	5.34%	
	$	43,150	$	142,922	331.22%		$	43,150	$	42,913	99.45%	
Less:												
School car	$	33,600	$	-	0.00%		$	33,600	$	-	0.00%	
HS Copier	$	19,200	$	-	0.00%		$	19,200	$	-	0.00%	
Network system - server hardware	$	-	$	-	0.00%		$	-	$	-	0.00%	
Network system - server software	$	-	$	-	0.00%		$	-	$	-	0.00%	
Faculty laptop replacements	$	-	$	-	0.00%		$	-	$	-	0.00%	
Other - Emergency Generator Project	$	-	$	115,406	0.00%				$	58,058	0.00%	
Other - Chimney Modification Project	$	120,000	$	180,774	150.65%		$	120,000	$	180,774	150.64%	
	$	172,800	$	296,180	171.40%		$	172,800	$	238,832	138.21%	
Fund Balance												
Assigned-Transition Center	$	4,065	$	4,065			$	4,065	$	4,065		
Assigned - Technology	$	-	$	-			$	-	$	-		
Assigned - Future Planned Purchases	$	-	$	-			$	-	$	-		
Assigned-Capital Projects	$	199,864	$	177,106			$	199,864	$	91,533		
	$	203,929	$	181,171			$	203,929	$	95,598		

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Student Activity Fund (Fund 81)	December 31, 2015		November 30, 2015	
	YTD-Actual		YTD-Actual	
Fund Balances- July 1, 2015				
Designated-SkillsUSA	$	2,401	$	2,401
Designated-NTHS	$	597	$	597
	$	2,998	$	2,998
Revenue + Transfers				
SkillsUSA	$	12,926	$	12,504
National Technical Honor Society	$	36	$	26
	$	12,962	$	12,530
Expenditure				
SkillsUSA	$	7,329	$	5,141
National Technical Honor Society	$	25	$	19
	$	7,353	$	5,159
Fund Balances- YTD				
Assigned-SkillsUSA	$	7,998	$	9,764
Assigned-NTHS	$	609	$	605
	$	8,607	$	10,369

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NOREBT-ECTS	Medical/ Rx	Dental/Vision	Total
Per Employee Per Month	$ 1,215	$ 85	$ 1,300
Account Balance July 1, 2015, Per NOREBT Summary Statement	$ 296,687	SELF FUNDED - NA	$ 296,687
	$ -	$ -	$ -
Account Balance July 1, 2015, Adjusted for June claims	$ 296,687	$ -	$ 296,687
Plus: YTD Contributions+receipts	$ 313,026	$ -	$ 313,026
Plus: Prescription formulary rebate	$ 22,290	$ -	$ 22,290
Plus: Interest allocation	$ -	$ -	$ -
Plus: reimbursement from excess loss fund	$ -	$ -	$ -
	$ 335,316	$ -	$ 335,316
Less: 6/28/13 Claims - opening balance adjustment			
Less: YTD gross claims	$ (202,147)	$ -	$ (202,147)
Less: YTD gross claims- prescription	$ (51,550)		$ (51,550)
Less: Claims Administration	$ (12,121)		
Less: Stop Loss insurance	$ (47,589)		
Less: reimbursement for large claims over 40K	$ -		
Less: Miscellaneous Admin (Legal/ACA Fees/Audit/Other)	$ (4,148)		$ (4,148)
Less: other expense- Wellness contribution	$ (771)		$ (771)
Less: Admin expenses/stop-loss ins	$ -	$ -	$ -
Less: Total YTD claims/exps.	$ (318,326)	$ -	$ (318,326)
Total YTD claims and expenses			
YTD contributions less expenses	$ 16,990	$ -	$ 16,990
Account balance -11/30/2015 per NOREBT Summary Statement	**$ 313,678**	SELF FUNDED - NA	**$ 313,678**
Months of claims + expenses in reserve	11.8	Cash Balances - BAI	11.8
avg monthly claims + expenses	$ 26,527	$ 14,173	$ 26,527

** Excess Loss Funds - Balances and activity for FY 2014-2015 not yet confirmed

Other information

A. ***Revised budget for 2015-2016 has been prepared for re-submission to PDE***
B. ***Quarterly filings have been submitted***
C. ***Working on 1099 submissions - due 1/31/16 to vendor recipients***
D.