Business Manager's Report
October 2016

Prepared by Terri Birchard
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1 General Ledger Bank Account Balances	October 31, 2016	September 30, 2016	Change
General Fund Cash & Investment Accounts			
PNC, PSDLAF, ERIEBank	$ 1,615,166.21	$1,565,791.00	$ 49,375.21
Capital Projects Fund, PSDLAF	$ 490,024.47	$490,912.92	$ (888.45)
Food Service Fund- PNC	$ 2,029.98	$7,793.05	$ (5,763.07)
Student Activities Fund-PNC	$ 6,829.33	$2,320.01	$ 4,509.32
Flexible Spending Acct, Act 93 - PNC	$ 3,326.70	$3,222.71	$ 103.99
Total All Funds - Bank Balances	$ 2,117,376.69	$2,070,039.69	$ 47,337.00

2 General Fund (Fund 10)	October 31, 2016			September 30, 2016		
Revenue and Expenditure Summary	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
ECTS-High School						
Fund Balances - July 1, 2016						
Fund Balance-Unassigned-(High School)	$ (72,571)	$ 263,197		$ (72,571)	$ 263,197	
Fund Balance-Assigned PSERS	$ 258,975	$ 327,975		$ 258,975	$ 327,975	
Fund Balance - Assigned - New Program	$ 250,000	$ 250,000		$ 250,000	$ 250,000	
Fund Balance-Non-Spendable-Inventory	$ 126,186	$ 126,186		$ 126,186	$ 126,186	
	$ 562,590	$ 967,358		$ 562,590	$ 967,358	
Revenue-Local Sources & Districts	$ 4,765,848	$ 1,376,315	28.88%	$ 4,765,848	$ 1,017,762	21.36%
Revenue-All Other Sources	$ 1,560,570	$ 379,055	24.29%	$ 1,560,570	$ 265,039	16.98%
Total Revenue	$ 6,326,418	$ 1,755,370		$ 6,326,418	$ 1,282,801	
Expenditure and reserve	$ 6,326,418	$ 1,544,942	24.42%	$ 6,326,418	$ 1,078,673	17.05%
Change	$ -	$ 210,428		$ -	$ 204,128	
Fund Balances						
Fund Balance-Unassigned-(High School)	$ (72,571)	$ 473,625		$ (72,571)	$ 467,325	
Fund Balance-Assigned PSERS	$ 258,975	$ 327,975		$ 258,975	$ 327,975	
Fund Balance - Assigned - New Program	$ 250,000	$ 250,000		$ 250,000	$ 250,000	
Fund Balance-Non-Spendable-Inventory	$ 126,186	$ 126,186		$ 126,186	$ 126,186	
	$ 562,590	$ 1,177,786		$ 562,590	$ 1,171,486	

	October 31, 2016			September 30, 2016		
RCTC	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
Fund Balance July 1, 2016	$ 173,576	$ 357,245		$ 173,576	$ 306,159	
Revenue	$ 514,855	$ 205,325	39.88%	$ 514,855	$ 173,647	33.73%
Expenditure and reserve	$ 511,163	$ 246,651	48.25%	$ 511,163	$ 142,598	27.90%
Change	$ 3,692	$ (41,326)		$ 3,692	$ 31,049	
Fund Balance-Assigned-RCTC	$ 177,268	$ 315,919		$ 177,268	$ 357,245	

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Food Service Fund (Fund 51) Revenue and Expenditure Summary	October 31, 2016 Annual Budget	October 31, 2016 YTD-Actual	%	September 30, 2016 Annual Budget	September 30, 2016 YTD-Actual	%
Fund Balances - July 1, 2016						
Fund balance-Assigned-Food Services	$ 4,963	$ (40,838)		$ 4,963	$ (40,838)	
Fund Balance-Assigned-Capital Assets (net)	$ 29,800	$ 20,447		$ 29,800	$ 20,447	
	$ 34,763	$ (20,391)		$ 34,763	$ (20,391)	
Operating Revenue	$ 158,083	$ 30,428	19.25%	$ 158,083	$ 16,436	10.40%
General Fund Transfers - CUA Supplies	$ 40,000	$ 10,000	25.00%	$ 40,000	$ 10,000	25.00%
Operating Expense	$ 153,983	$ 35,698	23.18%	$ 153,983	$ 23,912	15.53%
Operating Expense - CUA Supplies	$ 40,000	$ -	0.00%	$ 40,000	$ -	
Depreciation expense	$ 4,100	$ -	0.00%	$ 4,100	$ -	
Gain/(Loss)	$ -	$ 4,730		$ -	$ 2,523	
Fund Balances - Ending						
Fund balance-Assigned-Food Services	$ 4,963	$ (36,108)		$ 4,963	$ (38,315)	
Fund Balance-Assigned-Capital Assets	$ 29,800	$ 20,447		$ 29,800	$ 20,447	
	$ 34,763	$ (15,661)		$ 34,763	$ (17,868)	

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4 ECTS Capital Projects Fund (Fund 31) Revenue and Expenditure Summary	October 31, 2016 Annual Budget	October 31, 2016 YTD-Actual	October 31, 2016 %	September 30, 2016 Annual Budget	September 30, 2016 YTD-Actual	September 30, 2016 %
Fund Balance-July 1, 2016						
Assigned-Transition Center	$ 4,065	$ 4,065		$ 4,065	$ 4,065	
Assigned-Capital Projects	$ 318,664	$ 486,971		$ 329,514	$ 516,174	
	$ 322,729	$ 491,036		$ 333,579	$ 520,239	
Plus:						
Transfers from General Fund-2016-2017	$ 32,900	$ -	0.00%	$ 42,900	$ -	0.00%
Interest	$ 250	$ 484	193.56%	$ 250	$ 372	148.94%
	$ 33,150	$ 484		$ 43,150	$ 372	
Less:						
School car	$ -	$ 23,318	0.00%	$ 33,600	$ 23,318	69.40%
HS Copier	$ -	$ -	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 - Skill Center Multi-purpose Unit	$ -	$ 15,020	0.00%	$ -	$ 2,592	0.00%
Other -	$ -	$ 5,474	0.00%	$ 120,000	$ 3,665	3.05%
	$ -	$ 43,813		$ 172,800	$ 29,575	
Fund Balance						
Assigned-Transition Center	$ 4,065	$ 4,065		$ 4,065	$ 4,065	
Assigned - Technology	$ -	$ -		$ -	$ -	
Assigned - Future Planned Purchases	$ -	$ -		$ -	$ -	
Assigned-Capital Projects	$ 351,814	$ 443,642		$ 199,864	$ 486,971	
	$ 355,879	$ 447,707		$ 203,929	$ 491,036	

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5	Student Activity Fund (Fund 81)	October 31, 2016	September 30, 2016
		YTD-Actual	YTD-Actual
	Fund Balances- July 1, 2016		
	Designated-SkillsUSA	$ 2,241	$ 2,241
	Designated-NTHS	$ 218	$ 218
		$ 2,459	$ 2,459
	Revenue + Transfers		
	SkillsUSA	$ 655	$ 30
	National Technical Honor Society	$ -	$ -
		$ 655	$ 30
	Expenditure		
	SkillsUSA	$ 622	$ 36
	National Technical Honor Society	$ 159	$ 36
		$ 781	$ 71
	Fund Balances- YTD		
	Assigned-SkillsUSA	$ 2,273	$ 2,235
	Assigned-NTHS	$ 59	$ 182
		$ 2,333	$ 2,418

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6 NOREBT-ECTS Per Employee Per Month	Medical/ Rx $ 1,215	Dental/Vision $ 85	Total $ 1,300
Account Balance July 1, 2015, Per NOREBT Statemen	$ 296,687	SELF FUNDED - NA	$ 296,687
	$ -		$ -
Account Balance July 1, 2015, Adjusted for June clai	$ 296,687		$ 296,687
Plus: YTD Contributions+receipts	$ 741,762		$ 741,762
Plus: Prescription formulary rebate	$ 28,870		$ 28,870
Plus: Interest allocation	$ -		$ -
Plus: reimbursement from excess loss fund	$ 28,297		$ 28,297
	$ 798,929		$ 798,929
Less: YTD gross claims	$ (351,360)		$ (351,360)
Less: YTD gross claims- prescription	$ (155,895)		$ (155,895)
Less: Claims Administration	$ (28,669)		$ (28,669)
Less: Stop Loss insurance	$ (112,769)		$ (112,769)
Less: reimbursement for large claims over 40K	$ -		$ -
Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	$ (10,373)		$ (10,373)
Less: other expense- Wellness contribution	$ (1,827)		$ (1,827)
Less: Admin expenses/stop-loss ins	$ -		$ -
Less: Total YTD claims/exps.	$ (660,893)		$ (660,893)
Total YTD claims and expenses			
YTD contributions less expenses	$ 138,037		$ 138,037
Account balance -6/30/2016 per NOREBT Statemen	**$ 434,724**	SELF FUNDED - NA	**$ 434,724**
Months of claims + expenses in reserve	7.9	**Cash Balances - BAI**	7.9
avg monthly claims + expenses	$ 55,074	$ 14,676	$ 55,074

** NO STATEMENT IS AVAILABLE YET **

Other information

A. ***June 30, 2016 AFR submission for PDE was completed***
B. ***Reviewing accounting software packages for 17-18 budget***
C. ***Preparing records for PDE food service fund audit***
D. ***Working on policy review project***