Business Manager's Report
May 2017

Prepared by Terri Birchard
Business Manager

1

General Ledger Bank Account Balances	May 31, 2017	April 30, 2017	Change
General Fund Cash & Investment Accounts			
PNC, PSDLAF, ERIEBank	$ 1,708,519.50	$1,663,366.60	$ 45,152.90
Capital Projects Fund, PSDLAF	$ 405,896.59	$380,696.80	$ 25,199.79
Food Service Fund- PNC	$ 10,614.68	$6,064.13	$ 4,550.55
Student Activities Fund-PNC	$ 3,162.62	$3,793.77	$ (631.15)
Flexible Spending Acct, Act 93 - PNC	$ 3,066.88	$2,946.88	$ 120.00
Total All Funds - Bank Balances	$ 2,131,260.27	$2,056,868.18	$ 74,392.09

2

General Fund (Fund 10)	May 31, 2017			April 30, 2017		
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	$ 4,085,284	85.72%	$ 4,765,848	$ 3,688,146	77.39%
Revenue-All Other Sources	$ 1,560,570	$ 1,100,055	70.49%	$ 1,560,570	$ 1,060,979	67.99%
Total Revenue	$ 6,326,418	$ 5,185,339		$ 6,326,418	$ 4,749,125	
Expenditure and reserve	$ 6,326,418	$ 4,994,697	78.95%	$ 6,326,418	$ 4,502,441	71.17%
Change	$ -	$ 190,642		$ -	$ 246,684	
Fund Balances						
Fund Balance-Unassigned-(High School)	$ (72,571)	$ 453,839		$ (72,571)	$ 509,881	
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	$ 1,158,000		$ 562,590	$ 1,214,042	

	May 31, 2017			April 30, 2017		
RCTC	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
Fund Balance July 1, 2016	$ 173,576	$ 338,784		$ 173,576	$ 350,192	
Revenue	$ 514,855	$ 557,549	108.29%	$ 514,855	$ 511,308	99.31%
Expenditure and reserve	$ 511,163	$ 553,597	108.30%	$ 511,163	$ 522,715	102.26%
Change	$ 3,692	$ 3,952		$ 3,692	$ (11,407)	
Fund Balance-Assigned-RCTC	$ 177,268	$ 342,736		$ 177,268	$ 338,784	

Business Manager's Report
May 2017

Prepared by Terri Birchard
Business Manager

3 Food Service Fund (Fund 51) Revenue and Expenditure Summary	May 31, 2017			April 30, 2017		
	Annual Budget	YTD Actual	%	Annual Budget	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	$ 141,960	89.80%	$ 158,083	$ 126,437	79.98%
General Fund Transfers - Start-up moved to due to GF	$ 40,000	$ -	0.00%	$ 40,000	$ -	0.00%
Operating Expense	$ 153,983	$ -	0.00%	$ 153,983	$ 118,902	77.22%
Operating Expense - CUA Supplies	$ 40,000	$ 134,514	336.28%	$ 40,000	$ -	
Depreciation expense	$ 4,100	$ -	0.00%	$ 4,100	$ -	
Gain/(Loss)	$ -	$ 7,446		$ -	$ 7,535	
Fund Balances - Ending						
Fund balance-Assigned-Food Services	$ 4,963	$ (33,392)		$ 4,963	$ (27,839)	
Fund Balance-Assigned-Capital Assets	$ 29,800	$ 20,447		$ 29,800	$ 20,447	
	$ 34,763	$ (12,945)		$ 34,763	$ (7,392)	

Prepared by Terri Birchard
Business Manager

4

ECTS Capital Projects Fund (Fund 31) Revenue and Expenditure Summary	May 31, 2017 Annual Budget	May 31, 2017 YTD Actual	May 31, 2017 %	April 30, 2017 Annual Budget	April 30, 2017 YTD-Actual	April 30, 2017 %
Fund Balance-July 1, 2016						
Assigned-Transition Center	$ 4,065	$ 4,065		$ 4,065	$ 4,065	
Assigned-Capital Projects	$ 318,664	$ 177,597		$ 329,514	$ 317,178	
	$ 322,729	$ 181,662		$ 333,579	$ 321,243	
Plus:						
Transfers from General Fund-2016-2017	$ 32,900	$ 57,900	175.99%	$ 32,900	$ 32,900	100.00%
Interest	$ 250	$ 1,501	600.24%	$ 250	$ 1,138	455.25%
	$ 33,150	$ 59,401		$ 43,150	$ 34,038	
Less:						
School car	$ 33,600	$ 23,318	69.40%	$ 33,600	$ 23,318	69.40%
HS Copier	$ 19,200	$ 19,349	100.78%	$ 19,200	$ 19,349	100.78%
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	$ -	$ 125,478	0.00%	$ -	$ 125,478	0.00%
Other -	$ 120,000	$ 5,474	4.56%	$ 120,000	$ 5,474	4.56%
	$ 172,800	$ 173,619		$ 172,800	$ 173,619	
Fund Balance						
Assigned-Transition Center	$ 4,065	$ 4,065		$ 4,065	$ 4,065	
Assigned - Technology	$ -	$ -		$ -	$ -	
Assigned - Future Planned Purchases	$ -	$ -		$ -	$ -	
Assigned-Capital Projects	$ 179,014	$ 63,378		$ 199,864	$ 177,597	
	$ 183,079	$ 67,443		$ 203,929	$ 181,662	

Business Manager's Report
May 2017

Prepared by Terri Birchard
Business Manager

5	Student Activity Fund (Fund 81)	May 31, 2017		April 30, 2017	
		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	$	12,988	$	12,433
	National Technical Honor Society	$	1,075	$	1,075
		$	14,063	$	13,508
	Expenditure				
	SkillsUSA	$	12,565	$	11,379
	National Technical Honor Society	$	440	$	440
		$	13,005	$	11,819
	Fund Balances- YTD				
	Assigned-SkillsUSA	$	2,664	$	3,295
	Assigned-NTHS	$	853	$	853
		$	3,517	$	4,148

Business Manager's Report
May 2017

Prepared by Terri Birchard
Business Manager

6

NOREBT-ECTS	Medical/ Rx	Dental/Vision	Total
Per Employee Per Month	$ 1,215	$ 85	$ 1,300
Account Balance July 1, 2016, Per NOREBT Statement	$ 434,724	SELF FUNDED - NA	$ 434,724
	$ -		$ -
Account Balance July 1, 2016, Adjusted for June claims	$ 434,724		$ 434,724
Plus: YTD Contributions+receipts	$ 592,720		$ 592,720
Plus: Prescription formulary rebate	$ 9,600		$ 9,600
Plus: Interest allocation	$ 32,251		$ 32,251
Plus: reimbursement from excess loss fund	$ 41,316		$ 41,316
	$ 675,887		$ 675,887
Less: YTD gross claims	$ (326,155)		$ (326,155)
Less: YTD gross claims- prescription	$ (106,713)		$ (106,713)
Less: Claims Administration	$ (22,565)		$ (22,565)
Less: Stop Loss insurance	$ -		$ -
Less: reimbursement for large claims over 40K	$ (88,882)		$ (88,882)
Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	$ (4,968)		$ (4,968)
Less: other expense- Wellness contribution	$ (1,440)		$ (1,440)
Less: Admin expenses/stop-loss ins	$ -		$ -
Less: Total YTD claims/exps.	$ (550,722)		$ (550,722)
Total YTD claims and expenses			
YTD contributions less expenses	$ 125,166		$ 125,166
Account balance -4/30/2017 per NOREBT Statement	**$ 559,890**	SELF FUNDED - NA	**$ 559,890**
Months of claims + expenses in reserve	12.2	**Cash Balances - BAI**	12.2
avg monthly claims + expenses	$ 45,893	$ 11,266	$ 45,893

MOST RECENT STATEMENT THROUGH 4/30/17

Other information

A. ***Working with Blackbaud on software conversion files - target go-live in July 2017***
B. ***Preliminary audit fieldwork starting week of June 19th***
C. ***Reviewing annual agreements for renewals***
D.
E.