Business Manager's Report
June and July 2017

Prepared by Terri Birchard
Business Manager

1	General Ledger Bank Account Balances	July 31, 2017	June 30, 2017	Change
	General Fund Cash & Investment Accounts			
	PNC, PSDLAF, ERIEBank	$ 1,259,033.04	$1,435,258.63	$ (176,225.59)
	Capital Projects Fund, PSDLAF	$ 406,415.55	$406,147.42	$ 268.13
	Food Service Fund- PNC	$ 1,317.29	$1,317.29	$ -
	Student Activities Fund-PNC	$ 1,938.97	$1,938.97	$ -
	Flexible Spending Acct, Act 93 - PNC	$ 3,270.88	$3,186.88	$ 84.00
	Total All Funds - Bank Balances	$ 1,671,975.73	$1,847,849.19	$ (175,873.46)

2	General Fund (Fund 10)	July 31, 2017			June 30, 2017		
	Revenue and Expenditure Summary	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
	ECTS-High School						
	Fund Balances - July 1, 2017						
	Fund Balance-Unassigned-(High School)	$ 348,635	$ 200,352		$ (72,571)	$ 263,197	
	Fund Balance-Assigned PSERS	$ 258,975	$ 382,975		$ 258,975	$ 327,975	
	Fund Balance - Assigned - New Program	$ 250,000	$ 250,000		$ 250,000	$ 250,000	
	Fund Balance - Assigned - Personnel Contract Increases	$ -	$ 100,000				
	Fund Balance-Non-Spendable-Inventory	$ 131,366	$ 131,366		$ 126,186	$ 126,186	
		$ 988,976	$ 1,064,693		$ 562,590	$ 967,358	
	Revenue-Local Sources & Districts	$ 4,838,267	$ 341,844	7.07%	$ 4,765,848	$ 4,612,809	96.79%
	Revenue-All Other Sources	$ 1,610,741	$ -	0.00%	$ 1,560,570	$ 1,486,284	95.24%
	Total Revenue	$ 6,449,008	$ 341,844		$ 6,326,418	$ 6,099,093	
	Expenditure and reserve	$ 6,449,008	$ 530,218	8.22%	$ 6,326,418	$ 6,006,939	94.95%
	Change	$ -	$ (188,374)		$ -	$ 92,154	
	Fund Balances						
	Fund Balance-Unassigned-(High School)	$ 348,635	$ 11,978		$ (72,571)	$ 200,352	
	Fund Balance-Assigned PSERS	$ 258,975	$ 382,975		$ 258,975	$ 382,975	
	Fund Balance - Assigned - New Program	$ 250,000	$ 250,000		$ 250,000	$ 250,000	
	Fund Balance-Assigned - Personnel Contract Increases	$ -	$ 100,000		$ -	$ 100,000	
	Fund Balance-Non-Spendable-Inventory	$ 131,366	$ 131,366		$ 126,186	$ 131,366	
		$ 988,976	$ 876,319		$ 562,590	$ 1,064,693	

	July 31, 2017			June 30, 2017		
RCTC	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
Fund Balance July 1, 2017	$ 153,768	$ 258,347		$ 173,576	$ 248,464	
Revenue	$ 528,162	$ 19,110	3.62%	$ 514,855	$ 627,269	121.83%
Expenditure and reserve	$ 525,572	$ 11,377	2.16%	$ 511,163	$ 617,386	120.78%
Change	$ 2,590	$ 7,733		$ 3,692	$ 9,883	
Fund Balance-Assigned-RCTC	$ 156,358	$ 266,080		$ 177,268	$ 258,347	

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3 Food Service Fund (Fund 51) Revenue and Expenditure Summary	July 31, 2017 Annual Budget	July 31, 2017 YTD Actual	July 31, 2017 %	June 30, 2017 Annual Budget	June 30, 2017 YTD-Actual	June 30, 2017 %
Fund Balances - July 1, 2017						
Fund balance-Assigned-Food Services	$ 4,963	$ (39,288)		$ 4,963	$ (40,838)	
Fund Balance-Assigned-Capital Assets (net)	$ 29,800	$ 32,951		$ 29,800	$ 32,951	
	$ 34,763	$ (6,337)		$ 34,763	$ (7,887)	
Operating Revenue	$ 158,083	$ -	0.00%	$ 158,083	$ 176,060	111.37%
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	$ 168,573	109.48%
Operating Expense - CUA Supplies	$ 40,000	$ -	0.00%	$ 40,000	$ -	
Depreciation expense	$ 4,100	$ -	0.00%	$ 4,100	$ 5,937	
Gain/(Loss)	$ -	$ -		$ -	$ 1,550	
Fund Balances - Ending						
Fund balance-Assigned-Food Services	$ 4,963	$ (39,288)		$ 4,963	$ (39,288)	
Fund Balance-Assigned-Capital Assets	$ 29,800	$ 32,951		$ 29,800	$ 32,951	
	$ 34,763	$ (6,337)		$ 34,763	$ (6,337)	

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4 ECTS Capital Projects Fund (Fund 31) Revenue and Expenditure Summary	July 31, 2017 Annual Budget	July 31, 2017 YTD Actual	July 31, 2017 %	June 30, 2017 Annual Budget	June 30, 2017 YTD-Actual	June 30, 2017 %
Fund Balance-July 1, 2017						
Assigned-Transition Center	$ 4,065	$ 4,065		$ 4,065	$ 4,065	
Assigned-Capital Projects	$ 345,714	$ 402,082		$ 329,514	$ 516,301	
	$ 349,779	$ 406,147		$ 333,579	$ 520,366	
Plus:						
Transfers from General Fund-2016-2017	$ 43,000	$ -	0.00%	$ 32,900	$ 57,900	175.99%
Interest	$ 250	$ 268	107.32%	$ 250	$ 1,751	700.40%
	$ 43,250	$ 268		$ 43,150	$ 59,401	
Less:						
School car	$ -	$ -	0.00%	$ 33,600	$ 23,318	69.40%
HS Copier	$ -	$ -	0.00%	$ 19,200	$ 19,349	100.78%
Network system - server hardware	$ 25,000	$ -	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	$ -	$ -	0.00%	$ -	$ 125,478	0.00%
Other -	$ -	$ -	0.00%	$ 120,000	$ 5,474	4.56%
	$ 25,000	$ -		$ 172,800	$ 173,619	
Fund Balance						
Assigned-Transition Center	$ 4,315	$ 4,315		$ 4,065	$ 4,065	
Assigned - Technology	$ -	$ -		$ -	$ -	
Assigned - Future Planned Purchases	$ -	$ -		$ -	$ -	
Assigned-Capital Projects	$ 363,864	$ 402,200		$ 199,864	$ 402,082	
	$ 368,179	$ 406,515		$ 203,929	$ 406,147	

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5	Student Activity Fund (Fund 81)	July 31, 2017	June 30, 2017
		YTD-Actual	YTD-Actual
	Fund Balances- July 1, 2017		
	Designated-SkillsUSA	$ 11	$ 2,241
	Designated-NTHS	$ 853	$ 218
		$ 864	$ 2,459
	Revenue + Transfers		
	SkillsUSA	$ -	$ 13,122
	National Technical Honor Society	$ -	$ 1,075
		$ -	$ 14,197
	Expenditure		
	SkillsUSA	$ -	$ 15,352
	National Technical Honor Society	$ -	$ 440
		$ -	$ 15,792
	Fund Balances- YTD		
	Assigned-SkillsUSA	$ 11	$ 11
	Assigned-NTHS	$ 853	$ 853
		$ 864	$ 864

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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, 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	$ 711,760		$ 711,760
	Plus: Prescription formulary rebate	$ 11,540		$ 11,540
	Plus: Interest allocation	$ 32,251		$ 32,251
	Plus: reimbursement from excess loss fund	$ 58,410		$ 58,410
		$ 813,961		$ 813,961
	Less: YTD gross claims	$ (443,190)		$ (443,190)
	Less: YTD gross claims- prescription	$ (129,543)		$ (129,543)
	Less: Claims Administration	$ (27,125)		$ (27,125)
	Less: Stop Loss insurance	$ -		$ -
	Less: reimbursement for large claims over 40K	$ (106,843)		$ (106,843)
	Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	$ (5,611)		$ (5,611)
	Less: other expense- Wellness contribution	$ (1,731)		$ (1,731)
	Less: Admin expenses/stop-loss ins	$ -		$ -
	Less: Total YTD claims/exps.	$ (714,042)		$ (714,042)
	Total YTD claims and expenses			
	YTD contributions less expenses	$ 99,919		$ 99,919
	Account balance -6/30/2017 per NOREBT Statement	**$ 534,643**	SELF FUNDED - NA	**$ 534,643**
	Months of claims + expenses in reserve	9.0	**Cash Balances - BAI**	9.0
	avg monthly claims + expenses	$ 59,504	$ 15,536	$ 59,504

MOST RECENT STATEMENT THROUGH 6/30/17

Other information

A. ***Working with Blackbaud on software conversion files - revised target go-live in August-September 2017***
B. ***Audit has been completed and is in draft for approval***
C. ***Preparing to issue Snow Plow Services Bid***
D. ***Beginning Food Service Student Eligibility Processes***
E.