Business Manager's Report
January 2018

Prepared by Terri Birchard
Business Manager

1

General Ledger Bank Account Balances	January 31, 2018	December 31, 2017	Change
General Fund Cash & Investment Accounts			
PNC, PSDLAF, ERIEBank	$ 1,557,759.49	$1,509,942.78	$ 47,816.71
Capital Projects Fund, PSDLAF	$ 451,307.45	$407,896.39	$ 43,411.06
Food Service Fund- PNC	$ 370.66	$13,575.65	$ (13,204.99)
Student Activities Fund-PNC	$ 4,901.18	$4,121.89	$ 779.29
Flexible Spending Acct, Act 93 - PNC	$ 3,375.89	$3,210.89	$ 165.00
Total All Funds - Bank Balances	$ 2,017,714.67	$1,938,747.60	$ 78,967.07

2

General Fund (Fund 10)	January 31, 2018			December 31, 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	$ 771,634		$ 348,635	$ 545,660	
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		$ 131,366	$ 131,366	
	$ 988,976	$ 1,635,975		$ 988,976	$ 1,410,001	
Revenue-Local Sources & Districts	$ 4,838,267	$ 2,639,728	54.56%	$ 4,838,267	$ 2,159,447	44.63%
Revenue-All Other Sources	$ 1,610,741	$ 678,367	42.12%	$ 1,610,741	$ 654,555	40.64%
Total Revenue	$ 6,449,008	$ 3,318,095		$ 6,449,008	$ 2,814,002	
Expenditure and reserve	$ 6,449,008	$ 3,127,355	48.49%	$ 6,449,008	$ 2,588,029	40.13%
Change	$ -	$ 190,740		$ -	$ 225,973	
Fund Balances						
Fund Balance-Unassigned-(High School)	$ 348,635	$ 962,374		$ 348,635	$ 771,634	
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		$ 131,366	$ 131,366	
	$ 988,976	$ 1,826,715		$ 988,976	$ 1,635,975	

	January 31, 2018			December 31, 2017		
RCTC	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
Fund Balance July 1, 2017	$ 153,768	$ 191,934		$ 153,768	$ 237,317	
Revenue	$ 528,162	$ 150,769	28.55%	$ 528,162	$ 136,690	25.88%
Expenditure and reserve	$ 525,572	$ 195,456	37.19%	$ 525,572	$ 182,073	34.64%
Change	$ 2,590	$ (44,686)		$ 2,590	$ (45,383)	
Fund Balance-Assigned-RCTC	$ 156,358	$ 147,247		$ 156,358	$ 191,934	

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3	Food Service Fund (Fund 51) Revenue and Expenditure Summary	January 31, 2018 Annual Budget	YTD Actual	%	December 31, 2017 Annual Budget	YTD-Actual	%
	Fund Balances - July 1, 2017						
	Fund balance-Assigned-Food Services	$ 4,963	$ (51,259)		$ 4,963	$ (42,035)	
	Fund Balance-Assigned-Capital Assets (net)	$ 29,800	$ 32,951		$ 29,800	$ 32,951	
		$ 34,763	$ (18,308)		$ 34,763	$ (9,084)	
	Operating Revenue	$ 158,083	$ 79,534	50.31%	$ 158,083	$ 63,962	40.46%
	General Fund Transfers - Start-up moved to due to GF	$ 40,000	$ -	0.00%	$ 40,000	$ -	0.00%
	Operating Expense	$ 153,983	$ 89,477	58.11%	$ 153,983	$ 73,187	47.53%
	Operating Expense - CUA Supplies	$ 40,000	$ -	0.00%	$ 40,000	$ -	0.00%
	Depreciation expense	$ 4,100	$ -	0.00%	$ 4,100	$ -	0.00%
	Gain/(Loss)	$ -	$ (9,943)		$ -	$ (9,225)	
	Fund Balances - Ending						
	Fund balance-Assigned-Food Services	$ 4,963	$ (61,202)		$ 4,963	$ (51,259)	
	Fund Balance-Assigned-Capital Assets	$ 29,800	$ 32,951		$ 29,800	$ 32,951	
		$ 34,763	$ (28,251)		$ 34,763	$ (18,308)	

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4 ECTS Capital Projects Fund (Fund 31) Revenue and Expenditure Summary	January 31, 2018 Annual Budget	YTD Actual	%	December 31, 2017 Annual Budget	YTD-Actual	%
Fund Balance-July 1, 2017						
Assigned-Transition Center	$ 4,065	$ 4,315		$ 4,065	$ 4,315	
Assigned-Capital Projects	$ 345,714	$ 406,656		$ 345,714	$ 405,057	
	$ 349,779	$ 410,971		$ 349,779	$ 409,372	
Plus:						
Transfers from General Fund-2017-2018	$ 43,000	$ 43,000	100.00%	$ 43,000	$ -	0.00%
Interest	$ 250	$ 2,160	864.01%	$ 250	$ 1,749	699.59%
	$ 43,250	$ 45,160		$ 43,250	$ 1,749	
Less:						
School car	$ -	$ -	0.00%	$ -	$ -	0.00%
HS Copier	$ -	$ -	0.00%	$ -	$ -	0.00%
Network system - server hardware	$ 25,000	$ -	0.00%	$ 25,000	$ -	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%	$ -	$ -	0.00%
Other -	$ -	$ -	0.00%	$ -	$ -	0.00%
	$ 25,000	$ -		$ 25,000	$ -	
Fund Balance						
Assigned-Transition Center	$ 4,315	$ 4,315		$ 4,315	$ 4,315	
Assigned - Technology	$ -	$ -		$ -	$ -	
Assigned - Future Planned Purchases	$ -	$ -		$ -	$ -	
Assigned-Capital Projects	$ 363,864	$ 451,666		$ 363,864	$ 406,656	
	$ 368,179	$ 455,981		$ 368,179	$ 410,971	

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5 Student Activity Fund (Fund 81)	January 31, 2018	December 31, 2017
	YTD-Actual	YTD-Actual
Fund Balances- July 1, 2017		
Designated-SkillsUSA	$ 7,573	$ 5,207
Designated-NTHS	$ 309	$ 546
	$ 7,882	$ 5,753
Revenue + Transfers		
SkillsUSA	$ 6,097	$ 5,237
National Technical Honor Society	$ -	$ -
	$ 6,097	$ 5,237
Expenditure		
SkillsUSA	$ 2,951	$ 2,870
National Technical Honor Society	$ 237	$ 237
	$ 3,188	$ 3,107
Fund Balances- YTD		
Assigned-SkillsUSA	$ 10,719	$ 7,573
Assigned-NTHS	$ 72	$ 309
	$ 10,791	$ 7,882

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6

NOREBT-ECTS	Medical/ Rx	Dental/Vision	Total
Per Employee Per Month	$ 1,283	$ 85	$ 1,368
Account Balance July 1, 2017, Per NOREBT Statement	$ 534,643	SELF FUNDED - NA	$ 534,643
	$ -		$ -
Account Balance July 1, 2017, Adjusted for June claims	$ 534,643		$ 534,643
Plus: YTD Contributions+receipts	$ 374,456		$ 374,456
Plus: Prescription formulary rebate	$ 14,550		$ 14,550
Plus: Interest allocation	$ 27		$ 27
Plus: reimbursement from excess loss fund	$ 19,416		$ 19,416
	$ 408,449		$ 408,449
Less: YTD gross claims	$ (279,902)		$ (279,902)
Less: YTD gross claims- prescription	$ (55,101)		$ (55,101)
Less: Claims Administration	$ (15,158)		$ (15,158)
Less: Stop Loss insurance	$ -		$ -
Less: reimbursement for large claims over 40K	$ (56,576)		$ (56,576)
Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	$ (506)		$ (506)
Less: other expense- Wellness contribution	$ (873)		$ (873)
Less: Admin expenses/stop-loss ins	$ (6,259)		$ (6,259)
Less: Total YTD claims/exps.	$ (414,376)		$ (414,376)
Total YTD claims and expenses			
YTD contributions less expenses	$ (5,927)		$ (5,927)
Account balance -11/30/2017 per NOREBT Statement	**$ 528,716**	SELF FUNDED - NA	**$ 528,716**
Months of claims + expenses in reserve	15.3	**Cash Balances - BAI**	15.3
avg monthly claims + expenses	$ 34,531	$ 15,536	$ 34,531

MOST RECENT STATEMENT THROUGH 12/31/17

Other information

A. ***Reviewing YTD spending***
B. ***Working on 2018-2019 budget presentation***