Business Manager's Report
May 2018

Prepared by Terri Birchard
Business Manager

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General Ledger Bank Account Balances	May 31, 2018	April 30, 2018	Change
General Fund Cash & Investment Accounts			
PNC, PSDLAF, ERIEBank	$ 1,472,312.87	$1,449,843.54	$ 22,469.33
Capital Projects Fund, PSDLAF	$ 445,006.31	$444,466.80	$ 539.51
Food Service Fund- PNC	$ 24,457.96	$13,586.57	$ 10,871.39
Student Activities Fund-PNC	$ 2,323.34	$3,280.56	$ (957.22)
Flexible Spending Acct, Act 93 - PNC	$ 3,408.60	$3,633.60	$ (225.00)
Total All Funds - Bank Balances	$ 1,947,509.08	$1,914,811.07	$ 32,698.01

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General Fund (Fund 10)	May 31, 2018			April 30, 2018		
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	$ 1,185,267		$ 348,635	$ 1,187,303	
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	$ 2,049,608		$ 988,976	$ 2,051,644	
Revenue-Local Sources & Districts	$ 4,838,267	$ 4,278,502	88.43%	$ 4,838,267	$ 3,849,678	79.57%
Revenue-All Other Sources	$ 1,610,741	$ 1,129,621	70.13%	$ 1,610,741	$ 1,071,465	66.52%
Total Revenue	$ 6,449,008	$ 5,408,123		$ 6,449,008	$ 4,921,143	
Expenditure and reserve	$ 6,449,008	$ 5,467,791	84.78%	$ 6,449,008	$ 4,923,179	76.34%
Change	$ -	$ (59,667)		$ -	$ (2,036)	
Fund Balances						
Fund Balance-Unassigned-(High School)	$ 348,635	$ 1,125,599		$ 348,635	$ 1,185,267	
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	$ 1,989,940		$ 988,976	$ 2,049,608	

	May 31, 2018			April 30, 2018		
RCTC	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
Fund Balance July 1, 2017	$ 153,768	$ 72,193		$ 153,768	$ 114,443	
Revenue	$ 528,162	$ 304,826	57.71%	$ 528,162	$ 213,246	40.38%
Expenditure and reserve	$ 525,572	$ 362,756	69.02%	$ 525,572	$ 255,496	48.61%
Change	$ 2,590	$ (57,930)		$ 2,590	$ (42,250)	
Fund Balance-Assigned-RCTC	$ 156,358	$ 14,263		$ 156,358	$ 72,193	

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Food Service Fund (Fund 51)	May 31, 2018			April 30, 2018		
Revenue and Expenditure Summary	Annual Budget	YTD Actual	%	Annual Budget	YTD-Actual	%
Fund Balances - July 1, 2017						
Fund balance-Assigned-Food Services	$ 4,963	$ (89,354)		$ 4,963	$ (73,521)	
Fund Balance-Assigned-Capital Assets (net)	$ 29,800	$ 32,951		$ 29,800	$ 32,951	
	$ 34,763	$ (56,403)		$ 34,763	$ (40,570)	
Operating Revenue	$ 158,083	$ 158,804	100.46%	$ 158,083	$ 113,929	72.07%
General Fund Transfers - Start-up moved to due to GF	$ 40,000	$ -	0.00%	$ 40,000	$ -	0.00%
Operating Expense	$ 153,983	$ 164,541	106.86%	$ 153,983	$ 129,763	84.27%
Operating Expense - CUA Supplies	$ 40,000	$ -	0.00%	$ 40,000	$ -	0.00%
Depreciation expense	$ 4,100	$ -	3.00%	$ 4,100	$ -	0.00%
Gain/(Loss)	$ -	$ (5,737)		$ -	$ (15,833)	
Fund Balances - Ending						
Fund balance-Assigned-Food Services	$ 4,963	$ (95,091)		$ 4,963	$ (89,354)	
Fund Balance-Assigned-Capital Assets	$ 29,800	$ 32,951		$ 29,800	$ 32,951	
	$ 34,763	$ (62,140)		$ 34,763	$ (56,403)	

4 ECTS Capital Projects Fund (Fund 31)	May 31, 2018			April 30, 2018		
Revenue and Expenditure Summary	Annual Budget	YTD Actual	%	Annual Budget	YTD-Actual	%
Fund Balance-July 1, 2017						
Assigned-Transition Center	$ 4,065	$ -		$ 4,065	$ 4,315	
Assigned-Capital Projects	$ 345,714	$ 534,756		$ 345,714	$ 497,066	
	$ 349,779	$ 534,756		$ 349,779	$ 501,381	
Plus:						
Transfers from General Fund-2017-2018	$ 43,000	$ 43,000	100.00%	$ 43,000	$ 43,000	100.00%
Interest	$ 250	$ 4,099	1639.56%	$ 250	$ 3,040	1216.00%
	$ 43,250	$ 47,099		$ 43,250	$ 46,040	
Less:						
School car	$ -	$ -	0.00%	$ -	$ -	0.00%
HS Copier	$ -	$ -	0.00%	$ -	$ -	0.00%
Network system - server hardware	$ 25,000	$ 8,240	0.00%	$ 25,000	$ 8,240	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	$ 8,240		$ 25,000	$ 8,200	
Fund Balance						
Assigned-Transition Center	$ 4,315	$ -		$ 4,315	$ -	
Assigned - Technology	$ -	$ -		$ -	$ -	
Assigned - Future Planned Purchases	$ -	$ -		$ -	$ -	
Assigned-Capital Projects	$ 363,864	$ 573,464		$ 363,864	$ 534,756	
	$ 368,179	$ 573,464		$ 368,179	$ 534,756	

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5	Student Activity Fund (Fund 81)	May 31, 2018	April 30, 2018
		YTD-Actual	YTD-Actual
	Fund Balances- July 1, 2017		
	Designated-SkillsUSA	$ 15,864	$ 15,296
	Designated-NTHS	$ 72	$ 72
		$ 15,936	$ 15,368
	Revenue + Transfers		
	SkillsUSA	$ 7,440	$ 7,440
	National Technical Honor Society	$ -	$ -
		$ 7,440	$ 7,440
	Expenditure		
	SkillsUSA	$ 6,872	$ 6,872
	National Technical Honor Society	$ 237	$ 237
		$ 7,109	$ 7,109
	Fund Balances- YTD		
	Assigned-SkillsUSA	$ 16,432	$ 15,864
	Assigned-NTHS	$ 72	$ 72
		$ 16,504	$ 15,936

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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	$ 610,708		$ 610,708
Plus: Prescription formulary rebate	$ 23,700		$ 23,700
Plus: Interest allocation	$ 21,307		$ 21,307
Plus: reimbursement from excess loss fund	$ 33,434		$ 33,434
	$ 689,149		$ 689,149
Less: YTD gross claims	$ (358,935)		$ (358,935)
Less: YTD gross claims- prescription	$ (82,812)		$ (82,812)
Less: Claims Administration	$ (24,692)		$ (24,692)
Less: Stop Loss insurance	$ -		$ -
Less: reimbursement for large claims over 40K	$ (92,155)		$ (92,155)
Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	$ (537)		$ (537)
Less: other expense- Wellness contribution	$ (1,422)		$ (1,422)
Less: Admin expenses/stop-loss ins	$ (6,259)		$ (6,259)
Less: Total YTD claims/exps.	$ (566,813)		$ (566,813)
Total YTD claims and expenses			
YTD contributions less expenses	$ 122,336		$ 122,336
Account balance -3/31/2018 per NOREBT Statement	**$ 656,978**	SELF FUNDED - NA	**$ 656,978**
Months of claims + expenses in reserve	13.9	**Cash Balances - BAI**	13.9
avg monthly claims + expenses	$ 47,234	$ 13,707	$ 47,234

MOST RECENT STATEMENT THROUGH 4/30/18

Other information

A. ***GFB filing for submission to PDE was completed***

B. ***Beta testing the new accounting software against the old software for July 1st transition***

C.