Business Manager's Report
April 2018

Prepared by Terri Birchard
Business Manager

1

General Ledger Bank Account Balances	April 30, 2018	March 31, 2018	Change
General Fund Cash & Investment Accounts			
PNC, PSDLAF, ERIEBank	$ 1,449,843.54	$1,341,912.54	$ 107,931.00
Capital Projects Fund, PSDLAF	$ 444,466.80	$443,947.47	$ 519.33
Food Service Fund- PNC	$ 13,586.57	$5,007.73	$ 8,578.84
Student Activities Fund-PNC	$ 3,280.56	$4,025.21	$ (744.65)
Flexible Spending Acct, Act 93 - PNC	$ 3,633.60	$3,453.60	$ 180.00
Total All Funds - Bank Balances	$ 1,914,811.07	$1,798,346.55	$ 116,464.52

2

General Fund (Fund 10)	April 30, 2018			March 31, 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	$ 1,187,303		$ 348,635	$ 1,141,538	
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	$ 2,051,644		$ 988,976	$ 2,005,879	
Revenue-Local Sources & Districts	$ 4,838,267	$ 3,849,678	79.57%	$ 4,838,267	$ 3,438,691	71.07%
Revenue-All Other Sources	$ 1,610,741	$ 1,071,465	66.52%	$ 1,610,741	$ 955,972	59.35%
Total Revenue	$ 6,449,008	$ 4,921,143		$ 6,449,008	$ 4,394,663	
Expenditure and reserve	$ 6,449,008	$ 4,923,179	76.34%	$ 6,449,008	$ 4,417,546	68.50%
Change	$ -	$ (2,036)		$ -	$ (22,883)	
Fund Balances						
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	

	April 30, 2018			March 31, 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	$ 235,850	44.65%	$ 528,162	$ 213,246	40.38%
Expenditure and reserve	$ 525,572	$ 282,889	53.82%	$ 525,572	$ 255,496	48.61%
Change	$ 2,590	$ (47,039)		$ 2,590	$ (42,250)	
Fund Balance-Assigned-RCTC	$ 156,358	$ 25,154		$ 156,358	$ 72,193	

Prepared by Terri Birchard
Business Manager

3 Food Service Fund (Fund 51) Revenue and Expenditure Summary	April 30, 2018			March 31, 2018		
	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	$ 130,063	82.27%	$ 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	$ 146,672	95.25%	$ 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)	$ -	$ (16,609)		$ -	$ (15,833)	
Fund Balances - Ending						
Fund balance-Assigned-Food Services	$ 4,963	$ (105,963)		$ 4,963	$ (89,354)	
Fund Balance-Assigned-Capital Assets	$ 29,800	$ 32,951		$ 29,800	$ 32,951	
	$ 34,763	$ (73,012)		$ 34,763	$ (56,403)	

Business Manager's Report
April 2018

Prepared by Terri Birchard
Business Manager

4

ECTS Capital Projects Fund (Fund 31)	April 30, 2018			March 31, 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	$ 3,559	1423.75%	$ 250	$ 3,040	1216.00%
	$ 43,250	$ 46,559		$ 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	$ 572,925		$ 363,864	$ 534,756	
	$ 368,179	$ 572,925		$ 368,179	$ 534,756	

Prepared by Terri Birchard
Business Manager

5 Student Activity Fund (Fund 81)	April 30, 2018	March 31, 2018
	YTD-Actual	YTD-Actual
Fund Balances- July 1, 2017		
Designated-SkillsUSA	$ 15,296	$ 13,027
Designated-NTHS	$ 72	$ 72
	$ 15,368	$ 13,099
Revenue + Transfers		
SkillsUSA	$ 7,440	$ 7,440
National Technical Honor Society	$ -	$ -
	$ 7,440	$ 7,440
Expenditure		
SkillsUSA	$ 6,872	$ 5,170
National Technical Honor Society	$ 237	$ 237
	$ 7,109	$ 5,407
Fund Balances- YTD		
Assigned-SkillsUSA	$ 15,864	$ 15,296
Assigned-NTHS	$ 72	$ 72
	$ 15,936	$ 15,368

Business Manager's Report
April 2018

Prepared by Terri Birchard
Business Manager

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	$ 552,973		$ 552,973
Plus: Prescription formulary rebate	$ 21,400		$ 21,400
Plus: Interest allocation	$ 21,307		$ 21,307
Plus: reimbursement from excess loss fund	$ 24,557		$ 24,557
	$ 620,237		$ 620,237
Less: YTD gross claims	$ (336,568)		$ (336,568)
Less: YTD gross claims- prescription	$ (77,024)		$ (77,024)
Less: Claims Administration	$ (22,300)		$ (22,300)
Less: Stop Loss insurance	$ -		$ -
Less: reimbursement for large claims over 40K	$ (83,212)		$ (83,212)
Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	$ (526)		$ (526)
Less: other expense- Wellness contribution	$ (1,284)		$ (1,284)
Less: Admin expenses/stop-loss ins	$ (6,259)		$ (6,259)
Less: Total YTD claims/exps. Total YTD claims and expenses	$ (527,173)		$ (527,173)
YTD contributions less expenses	$ 93,064		$ 93,064
Account balance -3/31/2018 per NOREBT Statement	**$ 627,706**	SELF FUNDED - NA	**$ 627,706**
Months of claims + expenses in reserve	14.3	**Cash Balances - BAI**	14.3
avg monthly claims + expenses	$ 43,931	$ 13,707	$ 43,931

MOST RECENT STATEMENT THROUGH 3/31/18

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.