Business Manager's Report
September 2017

Prepared by Terri Birchard
Business Manager

1	General Ledger Bank Account Balances	September 30, 2017	August 31, 2017	Change
	General Fund Cash & Investment Accounts			
	PNC, PSDLAF, ERIEBank	$ 1,351,568.37	$1,549,455.05	$ (197,886.68)
	Capital Projects Fund, PSDLAF	$ 406,956.76	$406,683.38	$ 273.38
	Food Service Fund- PNC	$ 7,580.89	$1,666.69	$ 5,914.20
	Student Activities Fund-PNC	$ 1,893.97	$1,933.97	$ (40.00)
	Flexible Spending Acct, Act 93 - PNC	$ 3,550.88	$3,390.88	$ 160.00
	Total All Funds - Bank Balances	$ 1,771,550.87	$1,963,129.97	$ (191,579.10)

2	General Fund (Fund 10)	September 30, 2017			August 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	$ 318,653		$ 348,635	$ 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		$ 131,366	$ 131,366	
		$ 988,976	$ 1,182,994		$ 988,976	$ 1,064,693	
	Revenue-Local Sources & Districts	$ 4,838,267	$ 1,044,629	21.59%	$ 4,838,267	$ 679,812	14.05%
	Revenue-All Other Sources	$ 1,610,741	$ 166,418	10.33%	$ 1,610,741	$ 52,050	3.23%
	Total Revenue	$ 6,449,008	$ 1,211,047		$ 6,449,008	$ 731,863	
	Expenditure and reserve	$ 6,449,008	$ 1,199,633	18.60%	$ 6,449,008	$ 613,562	9.51%
	Change	$ -	$ 11,414		$ -	$ 118,301	
	Fund Balances						
	Fund Balance-Unassigned-(High School)	$ 348,635	$ 330,067		$ 348,635	$ 318,653	
	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	$ 1,194,408		$ 988,976	$ 1,182,994	

RCTC	September 30, 2017			August 31, 2017		
	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
Fund Balance July 1, 2017	$ 153,768	$ 283,903		$ 153,768	$ 266,080	
Revenue	$ 528,162	$ 65,592	12.42%	$ 528,162	$ 43,614	8.26%
Expenditure and reserve	$ 525,572	$ 62,749	11.94%	$ 525,572	$ 25,790	4.91%
Change	$ 2,590	$ 2,842		$ 2,590	$ 17,824	
Fund Balance-Assigned-RCTC	$ 156,358	$ 286,745		$ 156,358	$ 283,903	

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3 Food Service Fund (Fund 51)	September 30, 2017		HOLD FOR NSLP	August 31, 2017		
Revenue and Expenditure Summary	Annual Budget	YTD Actual	%	Annual Budget	YTD-Actual	%
Fund Balances - July 1, 2017						
Fund balance-Assigned-Food Services	$ 4,963	$ (39,288)		$ 4,963	$ (39,288)	
Fund Balance-Assigned-Capital Assets (net)	$ 29,800	$ 32,951		$ 29,800	$ 32,951	
	$ 34,763	$ (6,337)		$ 34,763	$ (6,337)	
Operating Revenue	$ 158,083	$ 17,278	10.93%	$ 158,083	$ 529	0.33%
General Fund Transfers - Start-up moved to due to GF	$ 40,000	$ -	0.00%	$ 40,000	$ -	0.00%
Operating Expense	$ 153,983	$ 13,167	8.55%	$ 153,983	$ (180)	-0.12%
Operating Expense - CUA Supplies	$ 40,000	$ -	0.00%	$ 40,000	$ -	
Depreciation expense	$ 4,100	$ -	0.00%	$ 4,100	$ -	
Gain/(Loss)	$ -	$ 4,111		$ -	$ 709	
Fund Balances - Ending						
Fund balance-Assigned-Food Services	$ 4,963	$ (35,177)		$ 4,963	$ (39,288)	
Fund Balance-Assigned-Capital Assets	$ 29,800	$ 32,951		$ 29,800	$ 32,951	
	$ 34,763	$ (2,226)		$ 34,763	$ (6,337)	

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4 ECTS Capital Projects Fund (Fund 31) Revenue and Expenditure Summary	September 30, 2017 Annual Budget	September 30, 2017 YTD Actual	%	August 31, 2017 Annual Budget	August 31, 2017 YTD-Actual	%
Fund Balance-July 1, 2017						
Assigned-Transition Center	$ 4,065	$ 4,315		$ 4,065	$ 4,065	
Assigned-Capital Projects	$ 345,714	$ 402,200		$ 345,714	$ 402,082	
	$ 349,779	$ 406,515		$ 349,779	$ 406,147	
Plus:						
Transfers from General Fund-2016-2017	$ 43,000	$ -	0.00%	$ 43,000	$ -	0.00%
Interest	$ 250	$ 809	323.74%	$ 250	$ 268	107.32%
	$ 43,250	$ 809		$ 43,250	$ 268	
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	$ 402,859		$ 363,864	$ 402,200	
	$ 368,179	$ 407,174		$ 368,179	$ 406,515	

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5 Student Activity Fund (Fund 81)	September 30, 2017	August 31, 2017
	YTD-Actual	YTD-Actual
Fund Balances- July 1, 2017		
Designated-SkillsUSA	$ 16	$ 11
Designated-NTHS	$ 843	$ 853
	$ 859	$ 864
Revenue + Transfers		
SkillsUSA	$ 15	$ 15
National Technical Honor Society	$ -	$ -
	$ 15	$ 15
Expenditure		
SkillsUSA	$ 20	$ 10
National Technical Honor Society	$ 20	$ 10
	$ 40	$ 20
Fund Balances- YTD		
Assigned-SkillsUSA	$ 11	$ 16
Assigned-NTHS	$ 823	$ 843
	$ 834	$ 859

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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	$	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. ***Sent final files to Blackbaud for upload***
B. ***Submitted the Annual Financial Report to PDE***
C. ***Completed quarterly filings with PDE, PA Dept of Revenue***
D. ***Completing food service initial eligibility filings***
E.