Business Manager's Report
January 2019

Prepared by Terri Birchard
Business Manager

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General Ledger Bank Account Balances	January 31, 2019	December 31, 2018	Change
General Fund Cash & Investment Accounts			
PNC, PSDLAF, ERIEBank	$ 1,628,260.14	$1,628,260.14	$ -
Capital Projects Fund, PSDLAF & PNC	$ 480,654.64	$479,826.65	$ 827.99
Student Activities Fund-PNC	$ 4,725.70	$7,933.24	$ (3,207.54)
Flexible Spending Acct, Act 93 - PNC	$ 4,015.52	$4,453.60	$ (438.08)
Total All Funds - Bank Balances	$ 2,117,656.00	$2,120,473.63	$ (2,817.63)

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General Fund (Fund 10)	January 31, 2019			December 31, 2018		
Revenue and Expenditure Summary	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
ECTS-High School						
Fund Balances - July 1, 2018						
Fund Balance-Unassigned-(High School)	$ 480,000	$ 259,385		$ 480,000	$ 259,385	
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	$ 132,582		$ 131,366	$ 132,582	
	$ 1,220,341	$ 1,024,942		$ 1,220,341	$ 1,024,942	
Revenue-Local Sources & Districts	$ 4,844,696	$ 2,815,569	58.12%	$ 4,844,696	$ 2,305,742	47.59%
Revenue-All Other Sources	$ 1,623,012	$ 855,989	52.74%	$ 1,623,012	$ 829,883	51.13%
Total Revenue	$ 6,467,708	$ 3,671,558		$ 6,467,708	$ 3,135,625	
Expenditure and reserve	$ 6,512,708	$ 3,584,331	55.04%	$ 6,512,708	$ 2,848,054	43.73%
Change	$ (45,000)	$ 87,227		$ (45,000)	$ 287,571	
Fund Balances						
Fund Balance-Unassigned-(High School)	$ 480,000	$ 346,612		$ 480,000	$ 546,956	
Fund Balance-Assigned PSERS	$ 213,975	$ 382,975		$ 213,975	$ 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	$ 132,582		$ 131,366	$ 132,582	
	$ 1,175,341	$ 1,112,169		$ 1,175,341	$ 1,312,513	

	January 31, 2019			December 31, 2018		
RCTC	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
Fund Balance July 1, 2018	$ 153,768	$ 213,450		$ 153,768	$ 213,450	
Revenue	$ 526,124	$ 218,388	41.51%	$ 526,124	$ 190,500	36.21%
Expenditure and reserve	$ 549,429	$ 205,157	37.34%	$ 549,429	$ 187,815	34.18%
Change	$ (23,305)	$ 13,231		$ (23,305)	$ 2,684	
Fund Balance-Assigned-RCTC	$ 130,463	$ 226,681		$ 130,463	$ 216,134	

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3 ECTS Capital Projects Fund (Fund 31) Revenue and Expenditure Summary	January 31, 2019 Annual Budget	YTD Actual	%	December 31, 2018 Annual Budget	YTD Actual	%
Fund Balance-July 1, 2018						
Assigned-Transition Center	$ 4,065	$ -		$ 4,065	$ -	
Assigned-Capital Projects	$ 345,714	$ 435,602		$ 345,714	$ 435,602	
	$ 349,779	$ 435,602		$ 349,779	$ 435,602	
Plus:						
Transfers from General Fund-2018-2019	$ 55,900	$ 55,900	100.00%	$ 55,900	$ 55,900	100.00%
Interest	$ 250	$ 4,982	1992.65%	$ 250	$ 4,154	1661.45%
	$ 56,150	$ 60,882		$ 56,150	$ 60,054	
Less:						
School car	$ -	$ -	0.00%	$ -	$ -	0.00%
HS Copier	$ -	$ -	0.00%	$ -	$ -	0.00%
Network system - server hardware	$ 25,000	$ 15,830	63.32%	$ 25,000	$ 15,830	63.32%
Network system - server software	$ -	$ -	0.00%	$ -	$ -	0.00%
Faculty laptop replacements	$ -	$ -	0.00%	$ -	$ -	0.00%
Other - Skill Center	$ -	$ 6,063	0.00%	$ -	$ -	0.00%
Other -	$ -	$ -	0.00%	$ -	$ -	0.00%
	$ 25,000	$ 21,893		$ 25,000	$ 15,830	
Fund Balance						
Assigned-Transition Center	$ 4,315	$ -		$ 4,315	$ -	
Assigned - Technology	$ -	$ -		$ -	$ -	
Assigned - Future Planned Purchases	$ -	$ -		$ -	$ -	
Assigned-Capital Projects	$ 376,764	$ 474,591		$ 376,764	$ 479,826	
	$ 381,079	$ 474,591		$ 381,079	$ 479,826	

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4 Student Activity Fund (Fund 81)	January 31, 2019	December 31, 2018
	YTD-Actual	YTD-Actual
Fund Balances- July 1, 2018		
Designated-SkillsUSA	$ 2,395	$ 2,395
Designated-NTHS	$ 955	$ 955
	$ 3,350	$ 3,350
Revenue + Transfers		
SkillsUSA/Other	$ 4,903	$ 4,092
Make-A-Wish/Community Blood Bank/Other	$ 644	$ 644
National Technical Honor Society	$ 1,277	$ 923
	$ 6,825	$ 5,660
Expenditure		
SkillsUSA	$ 3,207	$ 720
Make-A-Wish/Community Blood Bank/Other	$ 185	$ 185
National Technical Honor Society	$ 2,103	$ 303
	$ 5,495	$ 1,208
Fund Balances- YTD		
Assigned-SkillsUSA/Other	$ 4,091	$ 5,767
Assigned-NTHS	$ (3,262)	$ 670
	$ 829	$ 6,438

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NOREBT-ECTS	Medical/ Rx	Dental/Vision	Total
Per Employee Per Month	$ 1,283	$ 85	$ 1,368
Account Balance July 1, 2018, Per NOREBT Statement	$ 702,429	SELF FUNDED - NA	$ 702,429
	$ -		$ -
Account Balance July 1, 2018, Adjusted for June claims	$ 702,429		$ 702,429
Plus: YTD Contributions+receipts	$ 423,024		$ 423,024
Plus: Prescription formulary rebate	$ 10,688		$ 10,688
Plus: Interest allocation	$ -		$ -
Plus: reimbursement from excess loss fund	$ 102,753		$ 102,753
	$ 536,465		$ 536,465
Less: YTD gross claims	$ (426,058)		$ (426,058)
Less: YTD gross claims- prescription	$ (81,301)		$ (81,301)
Less: Claims Administration	$ (17,625)		$ (17,625)
Less: Stop Loss insurance	$ -		$ -
Less: reiinsurance for large claims over 40K	$ (74,823)		$ (74,823)
Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	$ (4,988)		$ (4,988)
Less: other expense- Wellness contribution	$ (1,002)		$ (1,002)
Less: Admin expenses/stop-loss ins	$ -		$ -
Less: Total YTD claims/exps.	$ (605,797)		$ (605,797)
Total YTD claims and expenses			
YTD contributions less expenses	$ (69,332)		$ (69,332)
Account balance -1/31/2019 per NOREBT Statement	**$ 633,097**	SELF FUNDED - NA	**$ 633,097**
Months of claims + expenses in reserve	12.5	**Cash Balances - BAI**	12.5
avg monthly claims + expenses	$ 50,483	$ 9,811	$ 50,483

MOST RECENT STATEMENT THROUGH 1/31/19

Other information

A. ***Working on preliminary draft of 2019-2020 budget***
B. ***Developing reports and queries in new software***
C. ***Reviewing spending for potential budget transfer request***
D.