Business Manager's Report
May 2019

Prepared by Terri Birchard
Business Manager

1	General Ledger Bank Account Balances	May 31, 2019	April 30, 2019	Change
	General Fund Cash & Investment Accounts			
	PNC, PSDLAF, ERIEBank	$ 1,966,434.12	$1,644,237.71	$ 322,196.41
	Capital Projects Fund, PSDLAF & PNC	$ 477,871.64	$ 477,059.33	$ 812.31
	Student Activities Fund-PNC	$ 10,743.38	$9,671.13	$ 1,072.25
	Flexible Spending Acct, Act 93 - PNC	$ 4,209.74	$4,062.82	$ 146.92
	Total All Funds - Bank Balances	$ 2,459,258.88	$2,135,030.99	$ 324,227.89

2	General Fund (Fund 10)	May 31, 2019			April 30, 2019		
	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	$ 4,447,816	91.81%	$ 4,844,696	$ 4,020,617	82.99%
	Revenue-All Other Sources	$ 1,623,012	$ 1,379,977	85.03%	$ 1,623,012	$ 1,162,763	71.64%
	Total Revenue	$ 6,467,708	$ 5,827,792		$ 6,467,708	$ 5,183,380	
	Expenditure and reserve	$ 6,512,708	$ 5,351,729	82.17%	$ 6,512,708	$ 4,917,922	75.51%
	Change	$ (45,000)	$ 476,063		$ (45,000)	$ 265,457	
	Fund Balances						
	Fund Balance-Unassigned-(High School)	$ 480,000	$ 735,449		$ 480,000	$ 524,843	
	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	$ 1,501,006		$ 1,175,341	$ 1,290,400	

	May 31, 2019			April 30, 2019		
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	$ 449,184	85.38%	$ 526,124	$ 416,985	79.26%
Expenditure and reserve	$ 549,429	$ 447,150	81.38%	$ 549,429	$ 403,596	73.46%
Change	$ (23,305)	$ 2,034		$ (23,305)	$ 13,389	
Fund Balance-Assigned-RCTC	$ 130,463	$ 215,484		$ 130,463	$ 226,839	

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3 ECTS Capital Projects Fund (Fund 31) Revenue and Expenditure Summary	May 31, 2019 Annual Budget	May 31, 2019 YTD Actual	May 31, 2019 %	April 30, 2019 Annual Budget	April 30, 2019 YTD Actual	April 30, 2019 %
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	$ 8,262	3304.67%	$ 250	$ 7,449	1661.45%
	$ 56,150	$ 64,162		$ 56,150	$ 63,349	
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%	$ -	$ 6,063	0.00%
Other -	$ -	$ -	0.00%	$ -	$ -	0.00%
	$ 25,000	$ 21,893		$ 25,000	$ 21,893	
Fund Balance						
Assigned-Transition Center	$ 4,315	$ -		$ 4,315	$ -	
Assigned - Technology	$ -	$ -		$ -	$ -	
Assigned - Future Planned Purchases	$ -	$ -		$ -	$ -	
Assigned-Capital Projects	$ 376,764	$ 477,871		$ 376,764	$ 477,059	
	$ 381,079	$ 477,871		$ 381,079	$ 477,059	

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4 Student Activity Fund (Fund 81)	May 31, 2019	April 30, 2019
	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	$ 17,504	$ 16,819
Make-A-Wish/Community Blood Bank/Other	$ 644	$ 644
National Technical Honor Society	$ 13,480	$ 12,893
	$ 31,628	$ 30,356
Expenditure		
SkillsUSA	$ 17,702	$ 17,602
Make-A-Wish/Community Blood Bank/Other	$ 195	$ 195
National Technical Honor Society	$ 9,842	$ 9,742
	$ 27,739	$ 27,539
Fund Balances- YTD		
Assigned-SkillsUSA/Other	$ 2,197	$ 1,612
Assigned-NTHS	$ 4,593	$ 4,105
	$ 6,790	$ 5,718

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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	$ 596,766		$ 596,766
Plus: Prescription formulary rebate	$ 15,136		$ 15,136
Plus: Interest allocation	$ 12,671		$ 12,671
Plus: reimbursement from excess loss fund	$ 167,410		$ 167,410
	$ 791,983		$ 791,983
Less: YTD gross claims	$ (531,646)		$ (531,646)
Less: YTD gross claims- prescription	$ (114,125)		$ (114,125)
Less: Claims Administration	$ (24,960)		$ (24,960)
Less: Stop Loss insurance	$ -		$ -
Less: reiinsurance for large claims over 40K	$ (105,961)		$ (105,961)
Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	$ (5,257)		$ (5,257)
Less: other expense- Wellness contribution	$ (1,419)		$ (1,419)
Less: Admin expenses/stop-loss ins	$ -		$ -
Less: Total YTD claims/exps.	$ (783,368)		$ (783,368)
Total YTD claims and expenses			
YTD contributions less expenses	$ 8,615		$ 8,615
Account balance -4/30/2019 per NOREBT Statement	**$ 711,043**	SELF FUNDED - NA	**$ 711,043**
Months of claims + expenses in reserve	10.9	**Cash Balances - BAI**	10.9
avg monthly claims + expenses	$ 65,281	$ 9,811	$ 65,281

MOST RECENT STATEMENT THROUGH 4/30/19

Other information

A. ***Preparing audit workbooks for the Foundation and School audits***
B. ***Working on the Career Street program transition***
C. ***Finalizing remaining 2018-2019 billing and purchasing***
D. ***Preparing final 18-19 PDE reports for submission in early July***