

Business Manager's Report
February 2019

Prepared by Terri Birchard
Business Manager

1

General Ledger Bank Account Balances	February 28, 2019	January 31, 2019	Change
General Fund Cash & Investment Accounts			
PNC, PSDLAF, ERIEBank	\$ 1,715,296.75	\$1,628,260.14	\$ 87,036.61
Capital Projects Fund, PSDLAF & PNC	\$ 475,397.08	\$ 480,654.64	\$ (5,257.56)
Student Activities Fund-PNC	\$ 7,933.24	\$4,725.70	\$ 3,207.54
Flexible Spending Acct, Act 93 - PNC	\$ 4,453.60	\$4,015.52	\$ 438.08
Total All Funds - Bank Balances	\$ 2,203,080.67	\$2,117,656.00	\$ 85,424.67

2

General Fund (Fund 10)	February 28, 2019			January 31, 2019		
Revenue and Expenditure Summary	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
ECTS-High School						
<u>Fund Balances - July 1, 2018</u>						
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	\$ 3,215,859	66.38%	\$ 4,844,696	\$ 2,815,569	47.59%
Revenue-All Other Sources	\$ 1,623,012	\$ 970,705	59.81%	\$ 1,623,012	\$ 855,989	51.13%
Total Revenue	\$ 6,467,708	\$ 4,186,564		\$ 6,467,708	\$ 3,671,558	
Expenditure and reserve	\$ 6,512,708	\$ 4,114,370	63.17%	\$ 6,512,708	\$ 3,584,331	43.73%
Change	\$ (45,000)	\$ 72,194		\$ (45,000)	\$ 87,227	
<u>Fund Balances</u>						
Fund Balance-Unassigned-(High School)	\$ 480,000	\$ 331,579		\$ 480,000	\$ 346,612	
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	\$ 1,097,136		\$ 1,175,341	\$ 1,112,169	
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	\$ 258,493	49.13%	\$ 526,124	\$ 218,388	36.21%
Expenditure and reserve	\$ 549,429	\$ 270,675	49.26%	\$ 549,429	\$ 205,157	34.18%
Change	\$ (23,305)	\$ (12,182)		\$ (23,305)	\$ 13,231	
Fund Balance-Assigned-RCTC	\$ 130,463	\$ 201,268		\$ 130,463	\$ 226,681	

Business Manager's Report
February 2019

Prepared by Terri Birchard
Business Manager

3

ECTS Capital Projects Fund (Fund 31) Revenue and Expenditure Summary		February 28, 2019			January 31, 2019		
		Annual Budget	YTD Actual	%	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	\$ 5,787	2314.85%	\$ 250	\$ 4,982	1661.45%
	\$	56,150	\$ 61,687		\$ 56,150	\$ 60,882	
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	\$ 475,396		\$ 376,764	\$ 474,591	
	\$	381,079	\$ 475,396		\$ 381,079	\$ 474,591	

Business Manager's Report
February 2019

Prepared by Terri Birchard
Business Manager

4

Student Activity Fund (Fund 81)		February 28, 2019	January 31, 2019
		YTD-Actual	YTD-Actual
<u>Fund Balances- July 1, 2018</u>			
Designated-SkillsUSA	\$	2,395	\$ 2,395
Designated-NTHS	\$	955	\$ 955
	\$	3,350	\$ 3,350
<u>Revenue + Transfers</u>			
SkillsUSA/Other	\$	6,077	\$ 4,903
Make-A-Wish/Community Blood Bank/Other	\$	644	\$ 644
National Technical Honor Society	\$	1,065	\$ 1,277
	\$	7,786	\$ 6,825
<u>Expenditure</u>			
SkillsUSA	\$	3,218	\$ 3,207
Make-A-Wish/Community Blood Bank/Other	\$	195	\$ 185
National Technical Honor Society	\$	2,114	\$ 2,103
	\$	5,527	\$ 5,495
<u>Fund Balances- YTD</u>			
Assigned-SkillsUSA/Other	\$	5,254	\$ 4,091
Assigned-NTHS	\$	(3,506)	\$ (3,262)
	\$	1,748	\$ 829

Business Manager's Report
February 2019

Prepared by Terri Birchard
Business Manager

5

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: reinsurance 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. Reviewing Perkins grant budget reallocation
- B. Developing reports and queries in new software
- C.
- D.