Business Manager's Report
September 2018

Prepared by Terri Birchard
Business Manager

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General Ledger Bank Account Balances	September 30, 2018	August 31, 2018	Change
General Fund Cash & Investment Accounts			
PNC, PSDLAF, ERIEBank	$ 1,450,643.84	$1,630,630.99	$ (179,987.15)
Capital Projects Fund, PSDLAF & PNC	$ 477,539.98	$446,815.53	$ 30,724.45
Food Service Fund- PNC	$ -	$1,195.61	$ (1,195.61)
Student Activities Fund-PNC	$ 3,260.29	$3,260.29	$ -
Flexible Spending Acct, Act 93 - PNC	$ 3,958.60	$3,798.60	$ 160.00
Total All Funds - Bank Balances	$ 1,935,402.71	$2,085,701.02	$ (150,298.31)

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General Fund (Fund 10)	September 30, 2018			August 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	$ 1,087,010	22.44%	$ 4,844,696	$ 737,968	100.28%
Revenue-All Other Sources	$ 1,623,012	$ 339,178	20.90%	$ 1,623,012	$ 138,500	98.46%
Total Revenue	$ 6,467,708	$ 1,426,187		$ 6,467,708	$ 876,468	
Expenditure and reserve	$ 6,512,708	$ 1,437,437	22.07%	$ 6,512,708	$ 924,455	100.46%
Change	$ (45,000)	$ (11,250)		$ (45,000)	$ (47,988)	
Fund Balances						
Fund Balance-Unassigned-(High School)	$ 480,000	$ 248,136		$ 480,000	$ 211,398	
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	$ 1,013,693		$ 1,175,341	$ 976,955	

	September 30, 2018			August 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	$ 150,919	28.69%	$ 526,124	$ 129,596	72.30%
Expenditure and reserve	$ 549,429	$ 72,410	13.18%	$ 549,429	$ 45,117	81.20%
Change	$ (23,305)	$ 78,509		$ (23,305)	$ 84,479	
Fund Balance-Assigned-RCTC	$ 130,463	$ 291,959		$ 130,463	$ 297,928	

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3 ECTS Capital Projects Fund (Fund 31)	September 30, 2018			August 31, 2018		
Revenue and Expenditure Summary	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	$ 43,000	$ 55,900	130.00%	$ 43,000	$ -	100.00%
Interest	$ 250	$ 1,867	746.78%	$ 250	$ 1,230	1871.23%
	$ 43,250	$ 57,767		$ 43,250	$ 1,230	
Less:						
School car	$ -	$ -	0.00%	$ -	$ -	0.00%
HS Copier	$ -	$ -	0.00%	$ -	$ -	0.00%
Network system - server hardware	$ 25,000	$ 15,830	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	$ 15,830		$ 25,000	$ -	
Fund Balance						29455.37
Assigned-Transition Center	$ 4,315	$ -		$ 4,315	$ -	
Assigned - Technology	$ -	$ -		$ -	$ -	
Assigned - Future Planned Purchases	$ -	$ -		$ -	$ -	
Assigned-Capital Projects	$ 363,864	$ 477,539		$ 363,864	$ 436,832	
	$ 368,179	$ 477,539		$ 368,179	$ 436,832	

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4 Student Activity Fund (Fund 81)	September 30, 2018	August 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	$ 1,699	$ 100
National Technical Honor Society	$ 103	$ -
	$ 1,802	$ 100
Expenditure		
SkillsUSA	$ 10	$ -
National Technical Honor Society	$ 10	$ -
	$ 20	$ -
Fund Balances- YTD		
Assigned-SkillsUSA/Other	$ 4,084	$ 2,495
Assigned-NTHS	$ 1,038	$ 955
	$ 5,122	$ 3,450

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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	$ 120,864		$ 120,864
Plus: Prescription formulary rebate	$ 3,136		$ 3,136
Plus: Interest allocation	$ -		$ -
Plus: reimbursement from excess loss fund	$ -		$ -
	$ 124,000		$ 124,000
Less: YTD gross claims	$ (94,980)		$ (94,980)
Less: YTD gross claims- prescription	$ (39,395)		$ (39,395)
Less: Claims Administration	$ (5,161)		$ (5,161)
Less: Stop Loss insurance	$ -		$ -
Less: reimbursement for large claims over 40K	$ (21,954)		$ (21,954)
Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	$ (23)		$ (23)
Less: other expense- Wellness contribution	$ (294)		$ (294)
Less: Admin expenses/stop-loss ins	$ -		$ -
Less: Total YTD claims/exps.	$ (161,807)		$ (161,807)
Total YTD claims and expenses			
YTD contributions less expenses	$ (37,807)		$ (37,807)
Account balance -6/30/2018 per NOREBT Statement	**$ 664,622**	SELF FUNDED - NA	**$ 664,622**
Months of claims + expenses in reserve	49.3	**Cash Balances - BAI**	49.3
avg monthly claims + expenses	$ 13,484	$ 9,811	$ 13,484

MOST RECENT STATEMENT THROUGH 8/31/18

Other information

A. ***Working with the state's Auditor General staff on Limited Procedures engagement***
B. ***Preparing the AFR for submission to PDE***
C. ***Developing reports in new software***
D. ***Working on preliminary draft of 2019-2020 budget***