Business Manager's Report
August 2018

Prepared by Terri Birchard
Business Manager

1	General Ledger Bank Account Balances	August 31, 2018	July 31, 2018	Change
	General Fund Cash & Investment Accounts			
	PNC, PSDLAF, ERIEBank	$ 1,630,630.99	$1,543,369.49	$ 87,261.50
	Capital Projects Fund, PSDLAF	$ 446,815.53	$446,197.98	$ 617.55
	Food Service Fund- PNC	$ 1,195.61	$1,225.61	$ (30.00)
	Student Activities Fund-PNC	$ 3,260.29	$3,160.29	$ 100.00
	Flexible Spending Acct, Act 93 - PNC	$ 3,798.60	$3,528.60	$ 270.00
	Total All Funds - Bank Balances	$ 2,085,701.02	$1,997,481.97	$ 88,219.05

2	General Fund (Fund 10)	August 31, 2018			July 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	$ 737,968	15.23%	$ 4,844,696	$ 271,763	100.28%
	Revenue-All Other Sources	$ 1,623,012	$ 138,500	8.53%	$ 1,623,012	$ -	98.46%
	Total Revenue	$ 6,467,708	$ 876,468		$ 6,467,708	$ 271,763	
	Expenditure and reserve	$ 6,512,708	$ 924,455	14.19%	$ 6,512,708	$ 84,253	100.46%
	Change	$ (45,000)	$ (47,988)		$ (45,000)	$ 187,510	
	Fund Balances						
	Fund Balance-Unassigned-(High School)	$ 480,000	$ 211,398		$ 480,000	$ 446,895	
	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	$ 976,955		$ 1,175,341	$ 1,212,452	

RCTC	August 31, 2018			July 31, 2018		
	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
Fund Balance July 1, 2018	$ 153,768	$ 213,450		$ 153,768	$ 258,347	
Revenue	$ 526,124	$ 129,596	24.63%	$ 526,124	$ 56,262	72.30%
Expenditure and reserve	$ 549,429	$ 45,117	8.21%	$ 549,429	$ 7,604	81.20%
Change	$ (23,305)	$ 84,479		$ (23,305)	$ 48,658	
Fund Balance-Assigned-RCTC	$ 130,463	$ 297,928		$ 130,463	$ 213,450	

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Food Service Fund (Fund 51)	August 31, 2018			July 31, 2018		
Revenue and Expenditure Summary	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
Fund Balances - July 1, 2018						
Fund balance-Assigned-Food Services	$ -	$ -		$ 4,963	$ -	
Fund Balance-Assigned-Capital Assets (net)	$ -	$ -		$ 29,800	$ -	
	$ -	$ -		$ 34,763	$ -	
Operating Revenue	$ -	.	0.00%	$ 158,083	.	111.92%
General Fund Transfers - Start-up moved to due to GF	$ -	$ -	0.00%	$ 40,000	$ -	0.00%
Operating Expense	$ -	$ 30	0.00%	$ 153,983	$ -	129.74%
Operating Expense - CUA Supplies	$ -	$ -	0.00%	$ 40,000	$ -	0.00%
Depreciation expense	$ -	$ -	0.00%	$ 4,100	$ -	3.00%
Gain/(Loss)	$ -	$ (30)		$ -	$ -	
Fund Balances - Ending						
Fund balance-Assigned-Food Services	$ -	$ (30)		$ 4,963	$ -	
Fund Balance-Assigned-Capital Assets	$ -	$ -		$ 29,800	$ -	
	$ -	$ (30)		$ 34,763	$ -	

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4 ECTS Capital Projects Fund (Fund 31)	August 31, 2018			July 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-2017-2018	$ 43,000	$ -	0.00%	$ 43,000	$ -	100.00%
Interest	$ 250	$ 1,230	492.02%	$ 250	$ 612	1871.23%
	$ 43,250	$ 1,230		$ 43,250	$ 612	
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						29455.37
Assigned-Transition Center	$ 4,315	$ -		$ 4,315	$ -	
Assigned - Technology	$ -	$ -		$ -	$ -	
Assigned - Future Planned Purchases	$ -	$ -		$ -	$ -	
Assigned-Capital Projects	$ 363,864	$ 436,832		$ 363,864	$ 436,215	
	$ 368,179	$ 436,832		$ 368,179	$ 436,215	

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Student Activity Fund (Fund 81)	August 31, 2018		July 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	$	100	$	500
National Technical Honor Society	$	-	$	-
	$	100	$	500
Expenditure				
SkillsUSA	$	-	$	1
National Technical Honor Society	$	-	$	1
	$	-	$	2
Fund Balances- YTD				
Assigned-SkillsUSA/Other	$	2,495	$	2,894
Assigned-NTHS	$	955	$	955
	$	3,450	$	3,849

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6 NOREBT-ECTS	Medical/ Rx	Dental/Vision	Total
Per Employee Per Month	$ 1,283	$ 85	$ 1,368
Account Balance July 1, 2017, Per NOREBT Statement	$ 534,643	SELF FUNDED - NA	$ 534,643
	$ -		$ -
Account Balance July 1, 2017, Adjusted for June claims	$ 534,643		$ 534,643
Plus: YTD Contributions+receipts	$ 730,027		$ 730,027
Plus: Prescription formulary rebate	$ 28,450		$ 28,450
Plus: Interest allocation	$ 21,307		$ 21,307
Plus: reimbursement from excess loss fund	$ 34,876		$ 34,876
	$ 814,660		$ 814,660
Less: YTD gross claims	$ (404,667)		$ (404,667)
Less: YTD gross claims- prescription	$ (98,669)		$ (98,669)
Less: Claims Administration	$ (29,634)		$ (29,634)
Less: Stop Loss insurance	$ -		$ -
Less: reimbursement for large claims over 40K	$ (110,625)		$ (110,625)
Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	$ (1,518)		$ (1,518)
Less: other expense- Wellness contribution	$ (1,707)		$ (1,707)
Less: Admin expenses/stop-loss ins	$ (44)		$ (44)
Less: Total YTD claims/exps.	$ (646,865)		$ (646,865)
Total YTD claims and expenses			
YTD contributions less expenses	$ 167,795		$ 167,795
Account balance -6/30/2018 per NOREBT Statement	**$ 702,438**	SELF FUNDED - NA	**$ 702,438**
Months of claims + expenses in reserve	13.0	**Cash Balances - BAI**	13.0
avg monthly claims + expenses	$ 53,905	$ 9,811	$ 53,905

MOST RECENT STATEMENT THROUGH 6/30/18

Other information

A. ***Working with the state's Auditor General staff on Limited Procedures engagement***
B. ***Preparing the AFR for submission to PDE***
C. ***Attended PACTA Conference in State College/Penn State***
D. ***Transitioning to new financial software and building reports***