Business Manager's Report
October 2019

Prepared by Terri Birchard
Business Manager

1

General Ledger Bank Account Balances	October 31, 2019	September 30, 2019	Change
General Fund Cash & Investment Accounts			
PNC, PSDLAF, ERIEBank, NWSB	$ 1,391,187.76	$1,372,664.69	$ 18,523.07
Capital Projects Fund, PSDLAF, NWSB & PNC	$ 768,829.29	$ 767,843.31	$ 985.98
Student Activities Fund-PNC & NWSB	$ 14,862.49	$8,997.26	$ 5,865.23
Flexible Spending Acct, Act 93 - PNC	$ 4,832.80	$4,595.88	$ 236.92
Total All Funds - Bank Balances	$ 2,179,712.34	$2,154,101.14	$ 25,611.20

2

General Fund (Fund 10)	October 31, 2019			September 30, 2019		
Revenue and Expenditure Summary	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
ECTS-High School						
Fund Balances - July 1, 2019						
Fund Balance-Unassigned-(High School)	$ 138,631	$ 138,631		$ 138,631	$ 138,631	
Fund Balance-Assigned PSERS	$ 318,800	$ 318,800		$ 318,800	$ 318,800	
Fund Balance - Assigned - New Program	$ 250,000	$ 250,000		$ 250,000	$ 250,000	
Fund Balance-Non-Spendable-Inventory	$ 120,162	$ 120,162		$ 120,162	$ 120,162	
	$ 827,593	$ 827,593		$ 827,593	$ 827,593	
Revenue-Local Sources & Districts	$ 4,960,447	$ 1,492,552	30.09%	$ 4,960,447	$ 1,079,166	21.76%
Revenue-All Other Sources	$ 1,666,429	$ 486,575	29.20%	$ 1,666,429	$ 342,768	20.57%
Total Revenue	$ 6,626,876	$ 1,979,126		$ 6,626,876	$ 1,421,933	
Expenditure and reserve	$ 6,626,876	$ 1,610,709	24.31%	$ 6,626,876	$ 1,109,312	16.74%
Change	$ -	$ 368,417		$ -	$ 312,622	
Fund Balances						
Fund Balance-Unassigned-(High School)	$ 138,631	$ 507,048		$ 138,631	$ 451,253	
Fund Balance-Assigned PSERS	$ 318,800	$ 318,800		$ 318,800	$ 318,800	
Fund Balance - Assigned - New Program	$ 250,000	$ 250,000		$ 250,000	$ 250,000	
Fund Balance-Non-Spendable-Inventory	$ 120,162	$ 120,162		$ 120,162	$ 120,162	
	$ 827,593	$ 1,196,010		$ 827,593	$ 1,140,215	

	October 31, 2019			September 30, 2019		
RCTC	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
Fund Balance July 1, 2019	$ 217,986	$ 222,904		$ 217,986	$ 222,904	
Revenue	$ 476,000	$ 203,375	42.73%	$ 476,000	$ 112,377	23.61%
Expenditure and reserve	$ 476,000	$ 224,136	47.09%	$ 476,000	$ 168,438	35.39%
Change	$ -	$ (20,761)		$ -	$ (56,061)	
Fund Balance-Assigned-RCTC	$ 217,986	$ 202,143		$ 217,986	$ 248,369	

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ECTS Capital Projects Fund (Fund 31) Revenue and Expenditure Summary	October 31, 2019 Annual Budget	October 31, 2019 YTD Actual	October 31, 2019 %	September 30, 2019 Annual Budget	September 30, 2019 YTD Actual	September 30, 2019 %
Fund Balance-July 1, 2019						
Assigned-Transition Center	$ -	$ -		$ -	$ -	
Assigned-Capital Projects	$ 782,179	$ 782,179		$ 782,179	$ 782,179	
	$ 782,179	$ 782,179		$ 782,179	$ 782,179	
Plus:						
Transfers from General Fund-2019-2020	$ 65,900	$ -	0.00%	$ 65,900	$ -	0.00%
School District Contributions - Pre Bid Documents	$ -	$ 225,000		$ -		
Interest	$ 650	$ 4,428	681.24%	$ 650	$ 3,442	529.56%
	$ 66,550	$ 229,428		$ 66,550	$ 3,442	
Less:						
School car	$ -	$ -	0.00%	$ -	$ -	0.00%
HS Copier	$ -	$ -	0.00%	$ -	$ -	0.00%
Copier - GRA	$ 25,000	$ -	0.00%	$ 25,000	$ -	0.00%
Network system - server software	$ -	$ -	0.00%	$ -	$ -	0.00%
Faculty laptop replacements	$ 33,000	$ -	0.00%	$ 33,000	$ -	0.00%
Technology	$ -	$ 7,280		$ -	$ 17,779	
Classroom Projection	$ 20,000	$ -	0.00%	$ 20,000	$ -	0.00%
Fire Alarm Project	$ -	$ 126			$ -	
Other - Production Server Replacement	$ 50,000	$ -	0.00%	$ 50,000	$ -	0.00%
	$ 128,000	$ 7,406		$ 128,000	$ 17,779	
Fund Balance						
Assigned-Transition Center	$ -	$ -		$ -	$ -	
Assigned-Capital Projects	$ 720,729	$ 1,004,201		$ 720,729	$ 766,761	
	$ 720,729	$ 1,004,201		$ 720,729	$ 766,761	

Business Manager's Report
October 2019

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Business Manager

4	Student Activity Fund (Fund 81)	October 31, 2019	September 30, 2019
		YTD-Actual	YTD-Actual
	Fund Balances- July 1, 2019		
	Designated-SkillsUSA	$ 3,348	$ 3,348
	Designated -Other	$ 1,815	$ 1,815
	Designated-NTHS	$ 3,281	$ 3,281
		$ 8,444	$ 8,444
	Revenue + Transfers		
	SkillsUSA/Other	$ 1,656	$ 466
	Make-A-Wish/Community Blood Bank/Other	$ 4,292	$ 20
	National Technical Honor Society	$ 812	$ 177
		$ 6,760	$ 662
	Expenditure		
	SkillsUSA	$ 236	$ 54
	Make-A-Wish/Community Blood Bank/Other	$ -	$ -
	National Technical Honor Society	$ 191	$ 54
		$ 427	$ 109
	Fund Balances- YTD		
	Assigned-SkillsUSA/Other	$ 4,768	$ 3,759
	Assigned -Other	$ 6,108	$ 1,835
	Assigned-NTHS	$ 3,901	$ 3,403
		$ 14,777	$ 8,998

Business Manager's Report
October 2019

Prepared by Terri Birchard
Business Manager

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NOREBT-ECTS	Medical/ Rx	Dental/Vision	Total
Per Employee Per Month	$ 1,283	$ 85	$ 1,368
Account Balance July 1, 2019, Per NOREBT Statement	$ 585,627	SELF FUNDED - NA	$ 585,627
	$ -		$ -
Account Balance July 1, 2019, Adjusted for June claims	$ 585,627		$ 585,627
Plus: YTD Contributions+receipts	$ 236,078		$ 236,078
Plus: Prescription formulary rebate	$ 2,912		$ 2,912
Plus: Interest allocation/Loyalty credit	$ -		$ -
Plus: reimbursement from excess loss fund	$ -		$ -
	$ 238,990		$ 238,990
Less: YTD gross claims	$ (220,710)		$ (220,710)
Less: YTD gross claims- prescription	$ (48,982)		$ (48,982)
Less: Claims Administration	$ (9,604)		$ (9,604)
Less: Stop Loss insurance	$ (7,568)		$ (7,568)
Less: reinsurance for large claims over 40K	$ (44,397)		$ (44,397)
Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	$ (620)		$ (620)
Less: other expense- Wellness contribution	$ (546)		$ (546)
Less: Admin expenses/stop-loss ins	$ (355)		$ (355)
Less: Total YTD claims/exps.	$ (332,783)		$ (332,783)
Total YTD claims and expenses			
YTD contributions less expenses	$ (93,793)		$ (93,793)
Account balance -10/31/2019 per NOREBT Statement	**$ 491,834**	SELF FUNDED - NA	**$ 491,834**
Months of claims + expenses in reserve	17.7	**Cash Balances - BAI**	17.7
avg monthly claims + expenses	$ 27,732	$ 9,811	$ 27,732

MOST RECENT STATEMENT THROUGH 10/31/19

Other information

A. ***Working on 20-21 budget***
B. ***Preparing 2nd qtr filings for PDE submissions***
C.
D.

Business Manager's Report
November 2019

Prepared by Terri Birchard
Business Manager

1	General Ledger Bank Account Balances	November 30, 2019	October 31, 2019	Change
	General Fund Cash & Investment Accounts			
	PNC, PSDLAF, ERIEBank, NWSB	$ 1,549,069.15	$1,391,187.76	$ 157,881.39
	Capital Projects Fund, PSDLAF, NWSB & PNC	$ 769,124.17	$ 768,829.29	$ 294.88
	Student Activities Fund-PNC & NWSB	$ 12,197.59	$14,862.49	$ (2,664.90)
	Flexible Spending Acct, Act 93 - PNC	$ 4,979.72	$4,832.80	$ 146.92
	Total All Funds - Bank Balances	$ 2,335,370.63	$2,179,712.34	$ 155,658.29

2	General Fund (Fund 10)	November 30, 2019			October 31, 2019		
	Revenue and Expenditure Summary	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
	ECTS-High School						
	Fund Balances - July 1, 2019						
	Fund Balance-Unassigned-(High School)	$ 138,631	$ 138,631		$ 138,631	$ 138,631	
	Fund Balance-Assigned PSERS	$ 318,800	$ 318,800		$ 318,800	$ 318,800	
	Fund Balance - Assigned - New Program	$ 250,000	$ 250,000		$ 250,000	$ 250,000	
	Fund Balance-Non-Spendable-Inventory	$ 120,162	$ 120,162		$ 120,162	$ 120,162	
		$ 827,593	$ 827,593		$ 827,593	$ 827,593	
	Revenue-Local Sources & Districts	$ 4,960,447	$ 1,910,435	38.51%	$ 4,960,447	$ 1,492,552	30.09%
	Revenue-All Other Sources	$ 1,666,429	$ 514,186	30.86%	$ 1,666,429	$ 486,575	29.20%
	Total Revenue	$ 6,626,876	$ 2,424,620		$ 6,626,876	$ 1,979,126	
	Expenditure and reserve	$ 6,626,876	$ 2,109,978	31.84%	$ 6,626,876	$ 1,610,709	24.31%
	Change	$ -	$ 314,642		$ -	$ 368,417	
	Fund Balances						
	Fund Balance-Unassigned-(High School)	$ 138,631	$ 453,273		$ 138,631	$ 507,048	
	Fund Balance-Assigned PSERS	$ 318,800	$ 318,800		$ 318,800	$ 318,800	
	Fund Balance - Assigned - New Program	$ 250,000	$ 250,000		$ 250,000	$ 250,000	
	Fund Balance-Non-Spendable-Inventory	$ 120,162	$ 120,162		$ 120,162	$ 120,162	
		$ 827,593	$ 1,142,235		$ 827,593	$ 1,196,010	

	November 30, 2019			October 31, 2019		
RCTC	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
Fund Balance July 1, 2019	$ 217,986	$ 222,904		$ 217,986	$ 222,904	
Revenue	$ 476,000	$ 261,609	54.96%	$ 476,000	$ 203,375	23.61%
Expenditure and reserve	$ 476,000	$ 269,569	56.63%	$ 476,000	$ 224,136	35.39%
Change	$ -	$ (7,960)		$ -	$ (22,411)	
Fund Balance-Assigned-RCTC	$ 217,986	$ 214,944		$ 217,986	$ 248,369	

Business Manager's Report
November 2019

Prepared by Terri Birchard
Business Manager

3 ECTS Capital Projects Fund (Fund 31) Revenue and Expenditure Summary	November 30, 2019 Annual Budget	November 30, 2019 YTD Actual	November 30, 2019 %	October 31, 2019 Annual Budget	October 31, 2019 YTD Actual	October 31, 2019 %
Fund Balance-July 1, 2019						
Assigned-Transition Center	$ -	$ -		$ -	$ -	
Assigned-Capital Projects	$ 782,179	$ 782,179		$ 782,179	$ 782,179	
	$ 782,179	$ 782,179		$ 782,179	$ 782,179	
Plus:						
Transfers from General Fund-2019-2020	$ 65,900	$ -	0.00%	$ 65,900	$ -	0.00%
School District Contributions - Pre Bid Documents	$ -	$ 225,000		$ -	$ 225,000	
Interest	$ 650	$ 5,276	811.70%	$ 650	$ 4,428	529.56%
	$ 66,550	$ 230,276		$ 66,550	$ 229,428	
Less:						
School car	$ -	$ -	0.00%	$ -	$ -	0.00%
HS Copier	$ -	$ -	0.00%	$ -	$ -	0.00%
Copier - GRA	$ 25,000	$ -	0.00%	$ 25,000	$ -	0.00%
Network system - server software	$ -	$ -	0.00%	$ -	$ -	0.00%
Faculty laptop replacements	$ 33,000	$ -	0.00%	$ 33,000	$ -	0.00%
Technology	$ -	$ 7,280		$ -	$ 7,280	
Classroom Projection	$ 20,000	$ -	0.00%	$ 20,000	$ -	0.00%
Fire Alarm Project	$ -	$ 528			$ 126	
Other - Production Server Replacement	$ 50,000	$ -	0.00%	$ 50,000	$ -	0.00%
	$ 128,000	$ 7,808		$ 128,000	$ 7,406	
Fund Balance						
Assigned-Transition Center	$ -	$ -		$ -	$ -	
Assigned-Capital Projects	$ 720,729	$ 1,004,647		$ 720,729	$ 766,761	
	$ 720,729	$ 1,004,647		$ 720,729	$ 766,761	

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Business Manager

4	Student Activity Fund (Fund 81)	November 30, 2019	October 31, 2019
		YTD-Actual	YTD-Actual
	Fund Balances- July 1, 2019		
	Designated-SkillsUSA	$ 3,348	$ 3,348
	Designated -Other	$ 1,815	$ 1,815
	Designated-NTHS	$ 3,281	$ 3,281
		$ 8,444	$ 8,444
	Revenue + Transfers		
	SkillsUSA/Other	$ 2,846	$ 1,656
	Make-A-Wish/Community Blood Bank/Other	$ 512	$ 4,292
	National Technical Honor Society	$ 1,156	$ 812
		$ 4,514	$ 6,760
	Expenditure		
	SkillsUSA	$ 1,016	$ 236
	Make-A-Wish/Community Blood Bank/Other	$ -	$ -
	National Technical Honor Society	$ 449	$ 191
		$ 1,465	$ 427
	Fund Balances- YTD		
	Assigned-SkillsUSA/Other	$ 5,178	$ 4,768
	Assigned -Other	$ 2,327	$ 6,108
	Assigned-NTHS	$ 3,988	$ 3,901
		$ 11,492	$ 14,777

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5	NOREBT-ECTS	Medical/ Rx	Dental/Vision	Total
	Per Employee Per Month	$ 1,283	$ 85	$ 1,368
	Account Balance July 1, 2019, Per NOREBT Statement	$ 585,627	SELF FUNDED - NA	$ 585,627
		$ -		$ -
	Account Balance July 1, 2019, Adjusted for June claims	$ 585,627		$ 585,627
	Plus: YTD Contributions+receipts	$ 236,078		$ 236,078
	Plus: Prescription formulary rebate	$ 2,912		$ 2,912
	Plus: Interest allocation/Loyalty credit	$ -		$ -
	Plus: reimbursement from excess loss fund	$ -		$ -
		$ 238,990		$ 238,990
	Less: YTD gross claims	$ (220,710)		$ (220,710)
	Less: YTD gross claims- prescription	$ (48,982)		$ (48,982)
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	Less: Stop Loss insurance	$ (7,568)		$ (7,568)
	Less: reinsurance for large claims over 40K	$ (44,397)		$ (44,397)
	Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	$ (620)		$ (620)
	Less: other expense- Wellness contribution	$ (546)		$ (546)
	Less: Admin expenses/stop-loss ins	$ (355)		$ (355)
	Less: Total YTD claims/exps.	$ (332,783)		$ (332,783)
	Total YTD claims and expenses			
	YTD contributions less expenses	$ (93,793)		$ (93,793)
	Account balance -10/31/2019 per NOREBT Statement	**$ 491,834**	SELF FUNDED - NA	**$ 491,834**
	Months of claims + expenses in reserve	17.7	**Cash Balances - BAI**	17.7
	avg monthly claims + expenses	$ 27,732	$ 9,811	$ 27,732

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