Business Manager's Report
December 2019

Prepared by Terri Birchard
Business Manager

1	General Ledger Bank Account Balances	December 31, 2019	November 30, 2019	Change
	General Fund Cash & Investment Accounts			
	PNC, PSDLAF, ERIEBank, NWSB	$ 1,364,738.78	$1,549,069.15	$ (184,330.37)
	Capital Projects Fund, PSDLAF, NWSB & PNC	$ 836,075.62	$ 769,124.17	$ 66,951.45
	Student Activities Fund-PNC & NWSB	$ 13,562.74	$12,197.59	$ 1,365.15
	Flexible Spending Acct, Act 93 - PNC	$ 7,581.64	$4,979.72	$ 2,601.92
	Total All Funds - Bank Balances	$ 2,221,958.78	$2,335,370.63	$ (113,411.85)

2	General Fund (Fund 10)	December 31, 2019			November 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	$ 2,321,095	46.79%	$ 4,960,447	$ 1,910,435	38.51%
	Revenue-All Other Sources	$ 1,666,429	$ 661,914	39.72%	$ 1,666,429	$ 514,186	30.86%
	Total Revenue	$ 6,626,876	$ 2,983,009		$ 6,626,876	$ 2,424,620	
	Expenditure and reserve	$ 6,626,876	$ 2,658,580	40.12%	$ 6,626,876	$ 2,109,978	31.84%
	Change	$ -	$ 324,428		$ -	$ 314,642	
	Fund Balances						
	Fund Balance-Unassigned-(High School)	$ 138,631	$ 463,059		$ 138,631	$ 453,273	
	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	$ 1,152,021		$ 827,593	$ 1,142,235	

	December 31, 2019			November 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	$ 415,983	87.39%	$ 476,000	$ 261,609	23.61%
Expenditure and reserve	$ 476,000	$ 287,363	60.37%	$ 476,000	$ 269,569	35.39%
Change	$ -	$ 128,621		$ -	$ (7,960)	
Fund Balance-Assigned-RCTC	$ 217,986	$ 351,525		$ 217,986	$ 214,944	

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3	ECTS Capital Projects Fund (Fund 31)	December 31, 2019			November 30, 2019		
	Revenue and Expenditure Summary	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
	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	$ 65,900	100.00%	$ 65,900	$ -	0.00%
	School District Contributions - Pre Bid Documents	$ -	$ 225,000		$ -	$ 225,000	
	Interest	$ 650	$ 6,302	969.56%	$ 650	$ 5,276	529.56%
		$ 66,550	$ 297,202		$ 66,550	$ 230,276	
	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			$ 528	
	Other - Production Server Replacement	$ 50,000	$ -	0.00%	$ 50,000	$ -	0.00%
		$ 128,000	$ 7,808		$ 128,000	$ 7,808	
	Fund Balance						
	Assigned-Transition Center	$ -	$ -		$ -	$ -	
	Assigned-Capital Projects	$ 720,729	$ 1,071,574		$ 720,729	$ 1,004,647	
		$ 720,729	$ 1,071,574		$ 720,729	$ 1,004,647	

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4 Student Activity Fund (Fund 81)	December 31, 2019	November 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	$ 3,741	$ 2,846
Make-A-Wish/Community Blood Bank/Other	$ 1,512	$ 512
National Technical Honor Society	$ 1,869	$ 1,156
	$ 7,121	$ 4,514
Expenditure		
SkillsUSA	$ 1,558	$ 1,016
Make-A-Wish/Community Blood Bank/Other	$ -	$ -
National Technical Honor Society	$ 1,169	$ 449
	$ 2,727	$ 1,465
Fund Balances- YTD		
Assigned-SkillsUSA/Other	$ 5,531	$ 5,178
Assigned -Other	$ 3,327	$ 2,327
Assigned-NTHS	$ 3,980	$ 3,988
	$ 12,838	$ 11,492

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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	$ 295,418		$ 295,418
Plus: Prescription formulary rebate	$ 3,632		$ 3,632
Plus: Interest allocation/Loyalty credit	$ 10,912		$ 10,912
Plus: reimbursement from excess loss fund	$ -		$ -
	$ 309,962		$ 309,962
Less: YTD gross claims	$ (252,169)		$ (252,169)
Less: YTD gross claims- prescription	$ (71,336)		$ (71,336)
Less: Claims Administration	$ (11,931)		$ (11,931)
Less: Stop Loss insurance	$ (9,397)		$ (9,397)
Less: reinsurance for large claims over 40K	$ (55,130)		$ (55,130)
Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	$ (620)		$ (620)
Less: other expense- Wellness contribution	$ (678)		$ (678)
Less: Admin expenses/stop-loss ins	$ (441)		$ (441)
Less: Total YTD claims/exps.	$ (401,703)		$ (401,703)
Total YTD claims and expenses			
YTD contributions less expenses	$ (91,740)		$ (91,740)
Account balance -11/30/2019 per NOREBT Statement	**$ 493,887**	SELF FUNDED - NA	**$ 493,887**
Months of claims + expenses in reserve	14.8	**Cash Balances - BAI**	14.8
avg monthly claims + expenses	$ 33,475		$ 33,475

MOST RECENT STATEMENT THROUGH 11/30/19

Other information

A. ***Working on 20-21 budget***
B. ***2nd qtr filings have been submitted***
C.
D.