

Business Manager's Report
September 2019

Prepared by Terri Birchard
Business Manager

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General Ledger Bank Account Balances	September 30, 2019	August 31, 2019	Change
General Fund Cash & Investment Accounts			
PNC, PSDLAF, ERIEBank, NWSB	\$ 1,372,664.69	\$1,358,125.46	\$ 14,539.23
Capital Projects Fund, PSDLAF, NWSB & PNC	\$ 767,843.31	\$ 766,761.97	\$ 1,081.34
Student Activities Fund-PNC & NWSB	\$ 8,997.26	\$11,148.76	\$ (2,151.50)
Flexible Spending Acct, Act 93 - PNC	\$ 4,595.88	\$4,678.96	\$ (83.08)
Total All Funds - Bank Balances	\$ 2,154,101.14	\$2,140,715.15	\$ 13,385.99

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General Fund (Fund 10)	September 30, 2019			August 31, 2019		
Revenue and Expenditure Summary	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
ECTS-High School						
<u>Fund Balances - July 1, 2019</u>						
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	\$ 1,079,166	21.76%	\$ 4,960,447	\$ 711,787	14.35%
Revenue-All Other Sources	\$ 1,666,429	\$ 342,768	20.57%	\$ 1,666,429	\$ 115,549	6.93%
Total Revenue	\$ 6,626,876	\$ 1,421,933		\$ 6,626,876	\$ 827,336	
Expenditure and reserve	\$ 6,626,876	\$ 1,110,012	16.75%	\$ 6,626,876	\$ 644,432	9.72%
Change	\$ -	\$ 311,921		\$ -	\$ 182,904	
<u>Fund Balances</u>						
Fund Balance-Unassigned-(High School)	\$ 138,631	\$ 450,552		\$ 138,631	\$ 321,535	
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	\$ 1,139,514		\$ 827,593	\$ 1,010,497	
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	\$ 112,377	23.61%	\$ 476,000	\$ 105,885	22.24%
Expenditure and reserve	\$ 476,000	\$ 168,438	35.39%	\$ 476,000	\$ 80,419	16.89%
Change	\$ -	\$ (56,061)		\$ -	\$ 25,465	
Fund Balance-Assigned-RCTC	\$ 217,986	\$ 166,843		\$ 217,986	\$ 248,369	

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ECTS Capital Projects Fund (Fund 31) Revenue and Expenditure Summary		September 30, 2019			August 31, 2019		
	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	\$ -	0.00%		\$ 65,900	\$ -	0.00%
Interest	\$ 650	\$ 3,442	529.56%		\$ 650	\$ 2,361	363.20%
	\$ 66,550	\$ 3,442			\$ 66,550	\$ 2,361	
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	\$ -	\$ 17,779			\$ -	\$ 17,779	
Classroom Projection	\$ 20,000	\$ -	0.00%		\$ 20,000	\$ -	0.00%
Other - Production Server Replacement	\$ 50,000	\$ -	0.00%		\$ 50,000	\$ -	0.00%
	\$ 128,000	\$ 17,779			\$ 128,000	\$ 17,779	
Fund Balance							
Assigned-Transition Center	\$ -	\$ -			\$ -	\$ -	
Assigned-Capital Projects	\$ 720,729	\$ 767,843			\$ 720,729	\$ 766,761	
	\$ 720,729	\$ 767,843			\$ 720,729	\$ 766,761	

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Student Activity Fund (Fund 81)		September 30, 2019	August 31, 2019
		YTD-Actual	YTD-Actual
<u>Fund Balances- July 1, 2019</u>			
Designated-SkillsUSA	\$	3,348	\$ 3,348
Designated -Other	\$	1,815	\$ 1,815
Designated-NTHS	\$	3,281	\$ 3,281
	\$	8,444	\$ 8,444
<u>Revenue + Transfers</u>			
SkillsUSA/Other	\$	466	\$ -
Make-A-Wish/Community Blood Bank/Other	\$	20	\$ -
National Technical Honor Society	\$	177	\$ -
	\$	662	\$ -
<u>Expenditure</u>			
SkillsUSA	\$	54	\$ 2
Make-A-Wish/Community Blood Bank/Other	\$	-	\$ -
National Technical Honor Society	\$	54	\$ 2
	\$	109	\$ 3
<u>Fund Balances- YTD</u>			
Assigned-SkillsUSA/Other	\$	3,759	\$ 3,347
Assigned -Other	\$	1,835	\$ 1,815
Assigned-NTHS	\$	3,403	\$ 3,279
	\$	8,998	\$ 8,441

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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	\$ 585,627	SELF FUNDED - NA	\$ 585,627
	\$ -		\$ -
Account Balance July 1, 2019, Adjusted for June claims	\$ 585,627		\$ 585,627
Plus: YTD Contributions+receipts	\$ 118,680		\$ 118,680
Plus: Prescription formulary rebate	\$ 1,456		\$ 1,456
Plus: Interest allocation/Loyalty credit	\$ 10,912		\$ 10,912
Plus: reimbursement from excess loss fund	\$ -		\$ -
	\$ 131,048		\$ 131,048
Less: YTD gross claims	\$ (155,470)		\$ (155,470)
Less: YTD gross claims- prescription	\$ (22,127)		\$ (22,127)
Less: Claims Administration	\$ -		\$ -
Less: Stop Loss insurance	\$ (26,160)		\$ (26,160)
Less: reinsurance for large claims over 40K	\$ -		\$ -
Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	\$ (605)		\$ (605)
Less: other expense- Wellness contribution	\$ (273)		\$ (273)
Less: Admin expenses/stop-loss ins	\$ (4,802)		\$ (4,802)
Less: Total YTD claims/exps.	\$ (209,437)		\$ (209,437)
Total YTD claims and expenses			
YTD contributions less expenses	\$ (78,389)		\$ (78,389)
Account balance -6/30/2019 per NOREBT Statement	\$ 507,238	SELF FUNDED - NA	\$ 507,238
Months of claims + expenses in reserve	29.1	Cash Balances - BAI	29.1
avg monthly claims + expenses	\$ 17,453	\$ 9,811	\$ 17,453

****MOST RECENT STATEMENT THROUGH 8/31/19****

Other information

- A. AFR for 2018-2019 has been submitted to PDE**
- B. Completed first quarter filings for PDE**
- C. Working with instructors on the Perkins grant spending**
- D. Working on 2020-2021 budget**