Business Manager's Report
May 2020

Prepared by Terri Birchard
Business Manager

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General Ledger Bank Account Balances	May 31, 2020	April 30, 2020	Change
General Fund Cash & Investment Accounts			
PNC, PSDLAF, ERIEBank, NWSB	$ 1,813,712.70	$1,635,963.08	$ 177,749.62
Capital Projects Fund, PSDLAF, NWSB & PNC	$ 640,466.71	$ 682,882.25	$ (42,415.54)
Student Activities Fund-PNC & NWSB	$ 14,427.88	$17,654.68	$ (3,226.80)
Flexible Spending Acct - PNC	$ 10,072.55	$8,415.68	$ 1,656.87
Total All Funds - Bank Balances	$ 2,478,679.84	$2,344,915.69	$ 133,764.15

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General Fund (Fund 10)	May 31, 2020			April 30, 2020		
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	$ 4,476,702	90.25%	$ 4,960,447	$ 4,077,709	82.20%
Revenue-All Other Sources	$ 1,666,429	$ 1,342,803	80.58%	$ 1,666,429	$ 1,286,848	77.22%
Total Revenue	$ 6,626,876	$ 5,819,505		$ 6,626,876	$ 5,364,557	
Expenditure and reserve	$ 6,626,876	$ 5,168,249	77.99%	$ 6,626,876	$ 4,731,662	71.40%
Change	$ -	$ 651,256		$ -	$ 632,895	
Fund Balances						
Fund Balance-Unassigned-(High School)	$ 138,631	$ 789,887		$ 138,631	$ 648,622	
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	$ 1,478,849		$ 827,593	$ 1,337,584	

	May 31, 2020			April 30, 2020		
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	$ 445,939	93.68%	$ 476,000	$ 442,094	92.88%
Expenditure and reserve	$ 476,000	$ 436,332	91.67%	$ 476,000	$ 420,305	88.30%
Change	$ -	$ 9,608		$ -	$ 21,790	
Fund Balance-Assigned-RCTC	$ 217,986	$ 232,512		$ 217,986	$ 233,635	

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3 ECTS Capital Projects Fund (Fund 31) Revenue and Expenditure Summary	May 31, 2020 Annual Budget	May 31, 2020 YTD Actual	May 31, 2020 %	April 30, 2020 Annual Budget	April 30, 2020 YTD Actual	April 30, 2020 %
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	$ 65,900	100.00%
School District Contributions - Pre Bid Documents	$ -	$ 225,000		$ -	$ 225,000	
Interest	$ 650	$ 8,706	1339.42%	$ 650	$ 8,575	1319.23%
	$ 66,550	$ 299,606		$ 66,550	$ 299,475	
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	$ -	$ 49,930		$ -	$ 50,458	
Classroom Projection	$ 20,000	$ -	0.00%	$ 20,000	$ -	0.00%
Fire Alarm Project	$ -	$ 154,891		$ -	$ 112,815	
School District - Pre-Bid Documents	$ -	$ 225,000		$ -	$ 225,000	
Other - Production Server Replacement	$ 50,000	$ -	0.00%	$ 50,000	$ -	0.00%
	$ 128,000	$ 429,821		$ 128,000	$ 388,273	
Fund Balance						
Assigned-Transition Center	$ -	$ -		$ -	$ -	
Assigned-Capital Projects	$ 720,729	$ 651,965		$ 720,729	$ 693,072	
	$ 720,729	$ 651,965		$ 720,729	$ 693,072	

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4 Student Activity Fund (Fund 81)	May 31, 2020	April 30, 2020
	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	$ 9,214	$ 9,214
Make-A-Wish/Community Blood Bank/Other	$ 512	$ 1,512
National Technical Honor Society	$ 5,536	$ 5,536
	$ 15,262	$ 16,261
Expenditure		
SkillsUSA	$ 6,026	$ 7,625
Make-A-Wish/Community Blood Bank/Other	$ -	$ -
National Technical Honor Society	$ 6,285	$ 3,216
	$ 12,311	$ 10,841
Fund Balances- YTD		
Assigned-SkillsUSA/Other	$ 6,536	$ 4,937
Assigned -Other	$ 2,327	$ 3,327
Assigned-NTHS	$ 2,532	$ 5,601
	$ 11,395	$ 13,864

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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	$ 635,978		$ 635,978
Plus: Prescription formulary rebate	$ 7,952		$ 7,952
Plus: Interest allocation/Loyalty credit	$ 13,624		$ 13,624
Plus: reimbursement from excess loss fund	$ -		$ -
	$ 657,554		$ 657,554
Less: YTD gross claims	$ (422,436)		$ (422,436)
Less: YTD gross claims- prescription	$ (158,147)		$ (158,147)
Less: Claims Administration	$ (26,802)		$ (26,802)
Less: Stop Loss insurance	$ (20,416)		$ (20,416)
Less: reinsurance for large claims over 40K	$ (119,775)		$ (119,775)
Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	$ (1,272)		$ (1,272)
Less: other expense- Wellness contribution	$ (1,473)		$ (1,473)
Less: Admin expenses/stop-loss ins	$ (957)		$ (957)
Less: Total YTD claims/exps.	$ (751,277)		$ (751,277)
Total YTD claims and expenses			
YTD contributions less expenses	$ (93,723)		$ (93,723)
Account balance - 5/31/2020 per NOREBT Statement	**$ 491,904**	SELF FUNDED - NA	**$ 491,904**
Months of claims + expenses in reserve	7.9	**Cash Balances - BAI**	7.9
avg monthly claims + expenses	$ 62,606		$ 62,606

Other information

A. ***PDE General Fund Budget submission completed***
B. ***Working on Perkins grant spending***
C. ***Working on Safety grant spending***
D. ***Preparing for audit***