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**NORTHWEST TRI-COUNTY INTERMEDIATE UNIT**  
**PROPOSED BUDGET**  
**FOR**  
**GENERAL OPERATING**  
**AND**  
**SCHOOL IMPROVEMENT SERVICES**  
**2010-11**

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## **FOREWORD**

In 1970, the Commonwealth of Pennsylvania created 29 Intermediate Units which are regional educational service agencies to provide consultative, advisory, and educational program services to school districts.

The budget document contains a review of the proposed General Operating and School Improvement Services budgets of the Northwest Tri-County Intermediate Unit for the 2010-11 school year.

The passing of this budget by the Intermediate Unit Board and a majority of the 17 school district boards will assure that the Northwest Tri-County Intermediate Unit continues to operate on a sound fiscal basis.

The Intermediate Unit is presently in the fourth year of a five-year Strategic Plan. The goals set forth in the Plan will assist us in moving in a direction consistent with the changing needs as identified by the districts.

This document represents our efforts and activities as an Intermediate Unit and defines our fiscal goals for the upcoming year.

**GENERAL OPERATING  
AND  
SCHOOL IMPROVEMENT SERVICES**

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## SECTION I

### ADMINISTRATIVE SUMMARY

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## ADMINISTRATIVE SUMMARY

The following charts are provided in an attempt to summarize the financial, organizational, and functional accomplishments of the Northwest Tri-County Intermediate Unit over the past twelve month period. I.U. #5 has service responsibility for 17 school districts in Crawford, Erie, and Warren Counties with total program services in excess of \$63 million of which only \$207,050 is provided from the state to support the basic Intermediate Unit administrative structure. Comprising this \$63 million budget are more than 90 separate programs funded through a wide array of contracts, state, and federal grants developed and managed by the Intermediate Units' service areas. These service areas include Special Education; School Improvement Services; Financial Services; Technology Solutions and Services; Early Intervention/Mental Health Services; and Personnel Services/Internal Operations, collectively employing more than 398 professional and support staff personnel throughout the three county area. These charts depict the financial and organizational structure, which make these accomplishments possible.

### 2009-10 RESOURCE SUMMARY:

| <u>General Operating Budget</u> |                          |                            | <u>IU Generated Programming and Services</u> |                          |                            | <u>Total</u> |
|---------------------------------|--------------------------|----------------------------|--|--------------------------|----------------------------|--------------|
| \$1,911,908                     |                          |                            | \$61,672,538                                 |                          |                            | \$63,584,446 |
| 3.01%                           |                          |                            | 96.99%                                       |                          |                            |              |
| State Revenue                   | Districts' Contributions | Other Revenue (see page 4) | Other State Programs                         | Other Federal Programs** | Marketed/Contract Services |              |
| \$207,050                       | \$905,010                | \$799,848                  | \$12,469,522                                 | \$32,122,704             | \$17,080,312               |              |
|                                 | 1.42%                    |                            |  |                          |                            |              |

**\*\*Includes \$14,092,815 of Federal Stimulus IDEA and Title Monies**

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## SECTION II

### PROPOSED BUDGETS

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# BUDGET SUMMARY SHEET

|                                   |  | ADJUSTED<br>BUDGET<br>2009-10 | PROPOSED<br>BUDGET<br>2010-11 |
|-----------------------------------|--|-------------------------------|-------------------------------|
| Beginning Unreserved Fund Balance |  | 375,000                       | 375,000                       |
| Revenue:                          | State  |                               |                               |
|                                   | State General Operating Subsidy  | 189,011                       | 189,011                       |
|                                   | State Capital Subsidy  | 18,039                        | 18,039                        |
|                                   | Total State Revenue  | 207,050                       | 207,050                       |
|                                   | District   |                               |                               |
|                                   | Districts' Contributions   | 905,010                       | 932,160                       |
|                                   | Other  |                               |                               |
|                                   | Nonpublic Schools Allocation   | 20,566                        | 20,566                        |
|                                   | Intra I.U. Transfers (Indirect Costs from Grants, Contracts, Programs) | 158,286                       | 158,286                       |
|                                   | Grant Revenue (Required Programmatic Services)                         | 311,285                       | 323,008                       |
|                                   | Membership Fees  | 82,367                        | 82,367                        |
|                                   | Investments  | 167,208                       | 185,489                       |
|                                   | Social Security Reimbursement  | 37,066                        | 38,135                        |
|                                   | Retirement Reimbursement   | 23,070                        | 25,128                        |
|                                   | Total Other Revenue  | 799,848                       | 832,979                       |
|                                   | Total Revenue  | 1,911,908                     | 1,972,189                     |
|                                   | Total Expenditures   | 1,911,908                     | 1,972,189                     |
|                                   | Allocation from Fund Balance   | 0                             | 0                             |
|                                   | Ending Unreserved Fund Balance   | 375,000                       | 375,000                       |

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## GENERAL OPERATING BUDGET

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## GENERAL OPERATING BUDGET

The General Operating Budget for Northwest Tri-County Intermediate Unit programs includes the Board, Administrative Services, Board Secretary, and the Business Office.

### REVENUE

| State<br>Accounting System<br>Code | Source   | Adjusted<br>Budget<br>2009-10 | Proposed<br>Budget<br>2010-11 |
|------------------------------------|--|-------------------------------|-------------------------------|
| 0770                               | Allocation from Unreserved Fund Balance                                | -                             | -                             |
| 6510                               | Investments  | 117,657                       | 135,938                       |
| 6970                               | Nonpublic Schools  | 20,566                        | 20,566                        |
| 7120                               | State General Operating Subsidy  | 189,011                       | 189,011                       |
| 7130                               | State Capital Subsidy  | 18,039                        | 18,039                        |
| 7810                               | Social Security Reimbursement  | 7,831                         | 8,214                         |
| 7820                               | Retirement Reimbursement   | 4,858                         | 5,396                         |
| 9320                               | Intra I.U. Transfers (Indirect Costs from Grants, Contracts, Programs) | 118,286                       | 118,286                       |
| Total                              |  | 476,248                       | 495,450                       |

| FUNC | OBJ | F.S. | OBJECT DESCRIPTION                     | ADJUSTED PROPOSED |        |        |
|------|-----|------|--|-------------------|--------|--------|
|      |     |      |  | 09-10             | 10-11  | CHANGE |
|      |     |      | <b>BOARD SERVICES</b>                  |                   |        |        |
| 2310 | 151 | 010  | Salary, Board/Administrative Secretary | 46,759            | 46,759 | 0      |
| 2310 | 210 | 010  | Insurance                              | 12,468            | 14,113 | 1,645  |
| 2310 | 220 | 010  | Social Security                        | 3,589             | 3,781  | 192    |
| 2310 | 230 | 010  | Retirement                             | 2,235             | 2,493  | 258    |
| 2310 | 250 | 010  | Unemployment Compensation              | 160               | 160    | 0      |
| 2310 | 260 | 010  | Workmen's Compensation                 | 375               | 395    | 20     |
| 2310 | 432 | 010  | Repairs & Maintenance - Equipment      | 4,000             | 4,500  | 500    |
| 2310 | 523 | 010  | Liability Insurance                    | 2,500             | 2,500  | 0      |
| 2310 | 525 | 010  | Bonding Insurance                      | 500               | 500    | 0      |
| 2310 | 531 | 010  | Communications - Telephone             | 700               | 700    | 0      |
| 2310 | 532 | 010  | Communications - Postage               | 750               | 750    | 0      |
| 2310 | 540 | 010  | Advertising                            | 1,300             | 1,300  | 0      |
| 2310 | 550 | 010  | Printing & Binding                     | 5,000             | 5,000  | 0      |
| 2310 | 580 | 010  | Travel Expense                         | 6,000             | 7,000  | 1,000  |
| 2310 | 610 | 010  | General Supplies                       | 3,000             | 3,000  | 0      |
| 2310 | 635 | 010  | Meals & Refreshments                   | 6,000             | 6,000  | 0      |
| 2310 | 640 | 010  | Books & Periodicals                    | 500               | 500    | 0      |
| 2310 | 810 | 010  | Dues & Fees                            | 500               | 500    | 0      |
|      |     |      | SUBTOTAL 2310                          | 96,336            | 99,951 | 3,615  |
|      |     |      | <b>LEGAL SERVICES</b>                  |                   |        |        |
| 2350 | 330 | 010  | Other Professional Services            | 5,500             | 5,500  | 0      |
|      |     |      | SUBTOTAL 2350                          | 5,500             | 5,500  | 0      |

| FUNC | OBJ | F.S. | OBJECT DESCRIPTION  | ADJUSTED PROPOSED |         | CHANGE |
|------|-----|------|---|-------------------|---------|--------|
|      |     |      |   | 09-10             | 10-11   |        |
|      |     |      | <b>ADMINISTRATIVE SERVICES</b>  |                   |         |        |
| 2360 | 111 | 010  | Salaries, Administrative  | 156,513           | 156,513 | 0      |
| 2360 | 210 | 010  | Insurance   | 19,768            | 21,404  | 1,636  |
| 2360 | 220 | 010  | Social Security   | 12,073            | 12,646  | 573    |
| 2360 | 230 | 010  | Retirement  | 7,481             | 8,299   | 818    |
| 2360 | 250 | 010  | Unemployment Compensation   | 160               | 160     | 0      |
| 2360 | 260 | 010  | Workmen's Compensation  | 1,263             | 1,323   | 60     |
| 2360 | 431 | 010  | Repairs & Maintenance - Building  | 84,149            | 84,149  | 0      |
| 2360 | 432 | 010  | Repairs & Maintenance - Equipment   | 4,000             | 4,500   | 500    |
| 2360 | 442 | 010  | Rental Equipment  | 500               | 500     | 0      |
| 2360 | 523 | 010  | General Prof & Liab Ins   | 5,500             | 5,500   | 0      |
| 2360 | 531 | 010  | Communications - Telephone  | 1,500             | 1,500   | 0      |
| 2360 | 532 | 010  | Communications - Postage  | 500               | 500     | 0      |
| 2360 | 550 | 010  | Printing & Binding  | 5,500             | 5,500   | 0      |
| 2360 | 580 | 010  | Travel Expense  | 7,500             | 8,500   | 1,000  |
| 2360 | 610 | 010  | General Supplies  | 8,505             | 8,505   | 0      |
| 2360 | 635 | 010  | Meals & Refreshments  | 6,000             | 6,000   | 0      |
| 2360 | 640 | 010  | Books & Periodicals   | 1,000             | 1,000   | 0      |
| 2360 | 810 | 010  | Dues & Fees   | 9,000             | 9,000   | 0      |
|      |     |      | SUBTOTAL 2360   | 330,912           | 335,499 | 4,587  |
|      |     |      | <b>INTERNAL SERVICE-FUND TRANSFER</b>   |                   |         |        |
| 2510 | 330 | 010  | Intrasystem Transfers (Support for Business Office.<br>Utilizing grants to offset operating costs.) | 30,000            | 30,000  | 0      |
|      |     |      | SUBTOTAL 2510   | 30,000            | 30,000  | 0      |

| FUNC | OBJ | F.S. | OBJECT DESCRIPTION   | ADJUSTED PROPOSED |         |        |
|------|-----|------|--|-------------------|---------|--------|
|      |     |      |  | 09-10             | 10-11   | CHANGE |
|      |     |      | VEHICLE OPERATION AND MAINTENANCE  |                   |         |        |
| 2650 | 433 | 010  | Repairs & Maintenance - Vehicles   | 6,000             | 6,000   | 0      |
| 2650 | 522 | 010  | Auto Liability Insurance   | 1,500             | 1,500   | 0      |
| 2650 | 626 | 010  | Gasoline   | 6,000             | 7,000   | 1,000  |
|      |     |      | SUBTOTAL 2650  | 13,500            | 14,500  | 1,000  |
|      |     |      | BUDGETARY RESERVE  |                   |         |        |
| 5900 | 000 | 010  | Budgetary Reserve (The amount budgeted in 09-10 has been adjusted to the salary accounts above.) | 0                 | 10,000  | 10,000 |
|      |     |      | TOTAL GENERAL OPERATING BUDGET   | 476,248           | 495,450 | 19,202 |



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# SCHOOL IMPROVEMENT SERVICES BUDGET

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## SCHOOL IMPROVEMENT SERVICES

### REVENUE

| State<br>Accounting System<br>Code | Source   | Adjusted<br>Budget<br>2009-10 | Proposed<br>Budget<br>2010-11 |
|------------------------------------|--|-------------------------------|-------------------------------|
| 6510                               | Investments  | 49,551                        | 49,551                        |
| 6947                               | Districts' Contributions   | 905,010                       | 932,160                       |
| 6970                               | Intra I.U. Transfers (Indirect Costs from Grants, Contracts, Programs) | 40,000                        | 40,000                        |
| 6970                               | Grant Revenue (Required Programmatic Services)                         | 311,285                       | 323,008                       |
| 6990                               | Membership Fees/Miscellaneous Revenue                                  | 82,367                        | 82,367                        |
| 7810                               | Social Security Reimbursement  | 29,235                        | 29,921                        |
| 7820                               | Retirement Reimbursement   | 18,212                        | 19,732                        |
|                                    |  | <b>Total</b>                  |                               |
|                                    |  | <b>1,435,660</b>              | <b>1,476,739</b>              |

| FUNC | OBJ | F.S. | OBJECT DESCRIPTION   | ADJUSTED PROPOSED |                  |               |
|------|-----|------|--|-------------------|------------------|---------------|
|      |     |      |  | 09-10             | 10-11            | CHANGE        |
| 2200 | 626 | 020  | Gasoline   | 10,000            | 10,000           | -             |
| 2200 | 635 | 020  | Meals & Refreshments   | 2,000             | 2,000            | -             |
| 2200 | 640 | 020  | Books & Periodicals  | 5,300             | 5,300            | -             |
| 2200 | 810 | 020  | Dues & Fees  | 2,000             | 2,000            | -             |
|      |     |      | SUBTOTAL 2200  | 1,435,660         | 1,451,739        | 16,079        |
|      |     |      | <b>BUDGETARY RESERVE</b>   |                   |                  |               |
| 5900 | 000 | 020  | Budgetary Reserve (The amount budgeted in 09-10 has been adjusted to the salary accounts above.) |                   | 25,000           | 25,000        |
|      |     |      | <b>TOTAL SCHOOL IMPROVEMENT SERVICES</b>   | <b>1,435,660</b>  | <b>1,476,739</b> | <b>41,079</b> |
|      |     |      | <b>GRAND TOTAL</b>   | <b>1,911,908</b>  | <b>1,972,189</b> | <b>60,281</b> |

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DISTRICTS' CONTRIBUTIONS  
TO SUPPORT  
SCHOOL IMPROVEMENT SERVICES BUDGET

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# **DISTRICTS' CONTRIBUTIONS TO SUPPORT THE 2010-11 SCHOOL IMPROVEMENT SERVICES BUDGET**

**\*Districts' Contributions are based on the District Full-time Instructional Staff as of October 1, 2009 for \$306,160 and the State Formula for Withholding for \$626,000.**

|   | <b>Actual<br/>Contribution<br/>2004-05</b> | <b>Actual<br/>Contribution<br/>2005-06</b> | <b>Actual<br/>Contribution<br/>2006-07</b> | <b>Actual<br/>Contribution<br/>2007-08</b> | <b>Actual<br/>Contribution<br/>2008-09</b> | <b>*Estimated<br/>Contribution<br/>2009-10</b> | <b>*Estimated<br/>Contribution<br/>2010-11</b> |
|---|--|--|--|--|--|--|--|
| <b>Conneaut</b>                           | 45,246.58                                  | 46,188.25                                  | 45,619.99                                  | 45,546.66                                  | 45,742.34                                  | 45,742.34                                      | 46,966.84                                      |
| <b>Corry</b>                              | 30,255.74                                  | 30,215.95                                  | 29,903.38                                  | 30,027.98                                  | 30,727.41                                  | 30,727.41                                      | 31,929.15                                      |
| <b>Crawford Central</b>                   | 68,136.44                                  | 67,759.76                                  | 68,444.35                                  | 66,845.45                                  | 65,557.18                                  | 65,557.18                                      | 67,596.50                                      |
| <b>City of Erie</b>                       | 168,269.01                                 | 169,150.87                                 | 170,791.73                                 | 170,615.04                                 | 170,319.67                                 | 170,319.67                                     | 177,147.77                                     |
| <b>Fairview</b>                           | 36,775.39                                  | 36,089.96                                  | 35,993.97                                  | 36,171.41                                  | 36,185.96                                  | 36,185.96                                      | 36,865.74                                      |
| <b>Fort LeBoeuf</b>                       | 48,930.31                                  | 47,738.17                                  | 48,299.70                                  | 48,028.61                                  | 47,760.63                                  | 47,760.63                                      | 48,768.15                                      |
| <b>General McLane</b>                     | 42,725.80                                  | 42,894.47                                  | 42,681.78                                  | 42,050.70                                  | 42,250.70                                  | 42,250.70                                      | 43,270.36                                      |
| <b>Girard</b>                             | 27,304.21                                  | 27,136.82                                  | 26,905.37                                  | 26,900.55                                  | 26,838.13                                  | 26,838.13                                      | 27,754.62                                      |
| <b>Harbor Creek</b>                       | 40,078.51                                  | 41,088.19                                  | 39,596.59                                  | 40,089.53                                  | 40,498.14                                  | 40,498.14                                      | 41,511.73                                      |
| <b>Iroquois</b>                           | 15,853.91                                  | 15,131.39                                  | 15,433.12                                  | 15,021.84                                  | 15,229.23                                  | 15,229.23                                      | 15,799.76                                      |
| <b>Millcreek</b>                          | 153,257.30                                 | 153,201.96                                 | 155,653.92                                 | 157,910.21                                 | 157,228.35                                 | 157,228.35                                     | 160,317.68                                     |
| <b>North East</b>                         | 28,796.93                                  | 28,892.00                                  | 28,742.79                                  | 28,417.54                                  | 28,640.63                                  | 28,640.63                                      | 29,423.58                                      |
| <b>Northwestern</b>                       | 22,288.98                                  | 22,605.23                                  | 22,244.95                                  | 22,334.32                                  | 22,783.79                                  | 22,783.79                                      | 23,536.40                                      |
| <b>PENNCREST</b>                          | 50,533.93                                  | 50,917.52                                  | 52,411.11                                  | 51,912.74                                  | 52,466.72                                  | 52,466.72                                      | 54,293.61                                      |
| <b>Union City</b>                         | 16,104.30                                  | 15,890.97                                  | 15,677.27                                  | 15,623.19                                  | 15,780.28                                  | 15,780.28                                      | 16,429.70                                      |
| <b>Warren County</b>                      | 84,086.04                                  | 83,490.22                                  | 79,797.07                                  | 80,829.42                                  | 79,286.51                                  | 79,286.51                                      | 82,130.03                                      |
| <b>Wattsburg</b>                          | 26,366.62                                  | 26,618.27                                  | 26,812.91                                  | 26,684.81                                  | 27,714.33                                  | 27,714.33                                      | 28,418.38                                      |
| <b>Total Districts'<br/>Contributions</b> | <b>905,010.00</b>                          | <b>905,010.00</b>                          | <b>905,010.00</b>                          | <b>905,010.00</b>                          | <b>905,010.00</b>                          | <b>905,010.00</b>                              | <b>932,160.00</b>                              |

