NORTHWEST TRI-COUNTY INTERMEDIATE UNIT

PROPOSED BUDGET

FOR

GENERAL OPERATING

AND

SCHOOL IMPROVEMENT SERVICES

2012-13

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 2012-13 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.

PDE is piloting the new comprehensive planning process for 2012-13. As a result, the Northwest Tri-County Intermediate Unit has been moved to phase 2 and is extending its strategic plan for another year. The goals continue to focus on meeting the identified needs of our 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

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 $54 million of which nothing is provided from the state to support the basic Intermediate Unit administrative structure. Comprising this $54 million budget are more than 100 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 396 professional and support staff personnel throughout the three county area. These charts depict the financial and organizational structure, which make these accomplishments possible.

2011-12 RESOURCE SUMMARY:

General Operating Budget		
	$2,061,984	
	3.76%	
State Revenue	Districts' Contributions	Other Revenue (see page 4)
$0	$960,125 **1.75%**	$1,101,859

IU Generated Programming and Services		
	$52,803,689	
	96.24%	
Other State Programs	Other Federal Programs	Marketed/Contract Services
$16,024,219	$17,725,533	$19,053,937

Total
$54,865,673

SECTION II

PROPOSED BUDGETS

BUDGET SUMMARY SHEET

	ADJUSTED BUDGET 2011-12	PROPOSED BUDGET 2012-13
Beginning Unreserved Fund Balance	**400,000**	**400,000**
Revenue: State		
State General Operating Subsidy	-	-
State Capital Subsidy	-	-
Total State Revenue	-	-
District		
Districts' Contributions	960,125	988,929
Other		
Nonpublic Schools Allocation	112,331	112,331
Intra I.U. Transfers (Indirect Costs from Grants, Contracts, Programs)	420,307	328,839
Grant Revenue (Required Programmatic Services)	333,595	185,764
Membership Fees	123,415	123,415
Investments	31,000	31,000
Social Security Reimbursement	38,190	37,697
Retirement Reimbursement	43,021	59,868
Total Other Revenue	1,101,859	878,914
Total Revenue	**2,061,984**	**1,867,843**
Total Expenditures	**2,061,984**	**1,867,843**
Allocation from Fund Balance	**-**	**0**
Ending Unreserved Fund Balance	**400,000**	**400,000**

GENERAL OPERATING BUDGET

GENERAL OPERATING BUDGET

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

REVENUE

State Accounting System Code	Source	Adjusted Budget 2011-12	Proposed Budget 2012-13
0770	Allocation from Unreserved Fund Balance	-	-
6510	Investments	31,000	31,000
6970	Nonpublic Schools	112,331	112,331
7120	State General Operating Subsidy	-	-
7130	State Capital Subsidy	-	-
7810	Social Security Reimbursement	8,664	9,046
7820	Retirement Reimbursement	9,723	14,311
9320	Intra I.U. Transfers (Indirect Costs from Grants, Contracts, Programs)	360,307	268,839
	Total	**522,025**	**435,527**

FUNC	OBJ	F.S.	OBJECT DESCRIPTION	ADJUSTED 11-12	PROPOSED 12-13	CHANGE
			BOARD SERVICES			
2310	151	010	Salary, Board/Administrative Secretary	52,910	52,910	0
2310	210	010	Insurance	13,954	15,278	1,324
2310	220	010	Social Security	4,078	4,269	191
2310	230	010	Retirement	4,577	6,754	2,177
2310	250	010	Unemployment Compensation	160	160	0
2310	260	010	Workmen's Compensation	480	502	22
2310	432	010	Repairs & Maintenance - Equipment	5,000	5,000	0
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	7,000	7,000	0
2310	610	010	General Supplies	3,000	3,000	0
2310	635	010	Meals & Refreshments	8,000	8,000	0
2310	640	010	Books & Periodicals	500	500	0
2310	810	010	Dues & Fees	500	500	0
			SUBTOTAL 2310	110,909	114,623	3,714
			LEGAL SERVICES			
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 11-12	PROPOSED 12-13	CHANGE
			ADMINISTRATIVE SERVICES			
2360	111	010	Salaries, Administrative	171,889	171,889	0
2360	210	010	Insurance	21,196	22,492	1,296
2360	220	010	Social Security	13,249	13,823	574
2360	230	010	Retirement	14,868	21,868	7,000
2360	250	010	Unemployment Compensation	160	160	0
2360	260	010	Workmen's Compensation	1,559	1,626	67
2360	431	010	Repairs & Maintenance - Building	84,149	5,000	-79,149
2360	432	010	Repairs & Maintenance - Equipment	5,000	5,000	0
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	8,500	8,500	0
2360	610	010	General Supplies	9,046	9,046	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	359,116	288,904	-70,212
			INTERNAL SERVICE-FUND TRANSFER			
2510	330	010	Intrasystem Transfers (Support for Business Office. Utilizing grants to offset operating costs.)	30,000	0	-30,000
			SUBTOTAL 2510	30,000	0	-30,000

FUNC	OBJ	F.S.	OBJECT DESCRIPTION	ADJUSTED 11-12	PROPOSED 12-13	CHANGE
			VEHICLE OPERATION AND MAINTENANCE			
2650	433	010	Repairs & Maintenance - Vehicles	8,000	8,000	0
2650	522	010	Auto Liability Insurance	1,500	1,500	0
2650	626	010	Gasoline	7,000	7,000	0
			SUBTOTAL 2650	16,500	16,500	0
			BUDGETARY RESERVE			
5900	000	010	Budgetary Reserve (The amount budgeted in 11-12 has been adjusted to the salary accounts above.)	0	10,000	10,000
			TOTAL GENERAL OPERATING BUDGET	**522,025**	**435,527**	**-86,498**
				522,025		

SCHOOL IMPROVEMENT SERVICES
BUDGET

SCHOOL IMPROVEMENT SERVICES

REVENUE

State Accounting System Code	Source	Adjusted Budget 2011-12	Proposed Budget 2012-13
6510	Investments	-	-
6947	Districts' Contributions	960,125	988,929
6970	Intra I.U. Transfers (Indirect Costs from Grants, Contracts, Programs)	60,000	60,000
6970	Grant Revenue (Required Programmatic Services)	333,595	185,764
6990	Membership Fees/Miscellaneous Revenue	123,415	123,415
7810	Social Security Reimbursement	29,526	28,651
7820	Retirement Reimbursement	33,298	45,557
	Total	**1,539,959**	**1,432,316**

FUNC	OBJ	F.S.	OBJECT DESCRIPTION	ADJUSTED 11-12	PROPOSED 12-13	CHANGE
			SCHOOL IMPROVEMENT SERVICES			
2200	111	020	Salaries, Administrative	366,429	204,186	(162,243)
2200	131	020	Salary, Professional	341,766	338,893	(2,873)
2200	151	020	Salaries, Clerical	174,677	180,971	6,294
2200	171	020	Salaries, Operative	0	0	-
2200	210	020	Insurance	181,416	185,353	3,937
2200	220	020	Social Security	59,052	57,302	(1,750)
2200	230	020	Retirement	66,596	91,114	24,518
2200	240	020	Tuition Reimbursement	5,000	5,000	-
2200	250	020	Unemployment Compensation	2,497	2,177	(320)
2200	260	020	Workmen's Compensation	6,947	6,741	(206)
2200	320	020	Purchased Educational Services	17,025	17,025	-
2200	340	020	Purchased Technical Services	64,650	64,650	-
2200	431	020	Repairs & Maintenance - Building	35,000	35,000	-
2200	432	020	Repairs & Maintenance - Equipment	75,000	75,000	-
2200	521	020	Fire Insurance	575	575	-
2200	523	020	General Professional & Liability Insurance	1,925	1,925	-
2200	531	020	Communications - Telephone	8,000	8,000	-
2200	532	020	Communications - Postage	6,000	6,000	-
2200	550	020	Printing & Binding	3,000	3,000	-
2200	580	020	Travel Expense	20,000	20,000	-
2200	610	020	Supplies	14,104	14,104	-
2200	612	020	Digital Streaming/Professional Resources/Emerging Technology	80,000	80,000	-
2200	626	020	Gasoline	1,000	1,000	-
2200	635	020	Meals & Refreshments	2,000	2,000	-

FUNC	OBJ	F.S.	OBJECT DESCRIPTION	ADJUSTED 11-12	PROPOSED 12-13	CHANGE
2200	640	020	Books & Periodicals	5,300	5,300	-
2200	810	020	Dues & Fees	2,000	2,000	-
			SUBTOTAL 2200	1,539,959	1,407,316	(132,643)
			BUDGETARY RESERVE			
5900	000	020	Budgetary Reserve (The amount budgeted in 11-12 has been adjusted to the salary accounts above.)		25,000	25,000
			TOTAL SCHOOL IMPROVEMENT SERVICES	**1,539,959**	**1,432,316**	**(107,643)**
			GRAND TOTAL	**2,061,984**	**1,867,843**	**(194,141)**