

SHARPSVILLE AREA SCHOOL DISTRICT

Regular Meeting

March 18, 2024

The regular meeting of the Sharpsville Area School Board was held in the Cafeteria at the Sharpsville Area Elementary School on Monday, March 18, 2024, at 7:00 p.m. with President Darla Grandy presiding. The following members were present: Rosemary Ferguson, Brian Foltz, Michael Garcia, Darla Grandy, John Heutsche, Margaret Hurl, Michael Lenzi, Kevin Setterberg, and Jerry Trontel.

Also present were Superintendent John Vannoy, Business Manager/Board Secretary Ashley Mocker, and Solicitor Robert Tesone, and guests.

OPPORTUNITY FOR CITIZEN PRESENTATION ON AGENDA ITEMS

Jordan Nelson – Cross County Coach Resignation
Erinn Wolfe – Cross Country Coach Resignation

ADOPTION OF THE AGENDA

There was a motion by Mr. Heutsche, seconded by Mr. Setterberg, to approve the meeting agenda.

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

SECRETARY REPORT

Board Secretary Ashley Mocker had no official action to report.

CONSENT AGENDA

There was a motion by Mr. Lenzi, seconded by Mr. Setterberg, to approve the following consent agenda items:

1. Board Minutes for the following meetings:
 - a. February 20, 2024 Regular Meeting
 - b. March 11, 2024 Worksession Meeting

2. Bills Affirmed and Approved
General Fund
Affirmed for February

\$1,067,775.80

Approved for March \$357,927.04

Capital Reserve Fund
Affirmed for February \$0.00
Approved for March \$0.00

Cafeteria Fund
Affirmed for February \$60,782.42

3. Financial Reports

	February
a. Payroll	\$19,196.00
b. General Fund	\$6,475,193.69
c. Capital Reserve	\$119,853.02
d. High School Activities	\$60,107.82
e. Middle School Activities	\$4,597.40
f. Cafeteria	\$227,388.60

4. Field Trip Requests

Date	Group	Location	Location
May 2, 2024	American Politics Class Mercer County Law Day	Mercer County Courthouse	\$159.60
April 5, 2024	Spanish Club	Cleveland Museum of Art/La Fresa Restaurant	\$196.68
April 25, 2024	Spanish 3	La Fresa- Akron Ohio	\$79.80
May 19-21, 2024	Pennsylvania Junior Academy of Science	Penn State University	\$2,509.50
April 4, 2024	Sharpsville Guidance Department Business and Industry Career Fair	Radison, West Middlesex, Pa	\$410.00
May 10, 2024	SMS Honor Society/Student Council Leadership Celebration	Pittsburgh Pirate Game Pittsburgh, PA	\$1,129.68
April 15, 2024	Natural Helpers	Mentoring Program New Wilmington, PA	\$159.60

5. Relocated Field Trips previously approved at the January 8, 2024 Board Meeting.

Date	Group	Previously Approved Location	New Location	Cost
May 20, 2024	Second Grade	History Museum	Living Treasures	PTO Sponsored - \$0
May 23, 2024	Third Grade	Carnegie Science Center	Westminster College Field Stations	PTO Sponsored - \$0
May 10, 2024	Fourth Grade	Cleveland Zoo	Scrappers Field	PTO Sponsored - \$0

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

FINANCE REPORT

Mr. Trontel had no official action to report.

POLICY REPORT

Mr. Lenzi recommended the following action:

SECOND READING REVISED POLICIES

There was a motion by Mr. Lenzi, seconded by Mr. Foltz, to approve the second reading of the following revised policies, the same being attached to and a part of these minutes:

- #610 Purchases Subject to Bid/Quotation
- #611 Purchases Budgeted
- #220 Student Expression/Dissemination of Materials
- #913 NonSchool Organizations/Groups/Individuals
- #11 Principles for Governance and Leadership
- #200 Enrollment of Students
- #202 Eligibility of Nonresident Students
- #204 Attendance
- #217 Graduation
- #221 Dress and Grooming
- #233 Suspension and Expulsion
- #251 Students Experiencing Homelessness, Foster Care, and other Educational Instability
- #810 Transportation
- #800 Records Management
- #830 Security of Computerized Personal Information/Breach Notification
- #006 Meetings
- #216.1 Supplemental Discipline Records
- #815 Acceptable Use of Internet, Computers, and Network Resources
- #819 Suicide Awareness, Prevention and Response

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

SECOND READING NEW POLICIES

There was a motion by Mr. Lenzi, seconded by Mr. Trontel, to approve the second reading of the following new policies, the same being attached to and a part of these minutes:

- #254 Educational Opportunity for Military Children
#830.1 Data Governance - Storage/Security

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

SECOND READING RETIREMENT OF POLICY

There was a motion by Mr. Lenzi, seconded by Mrs. Ferguson, to approve the second reading to retire the following policy, the same being attached to and a part of these minutes:

- #255 Educational Stability for Children in Foster Care

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

CURRICULUM/TECHNOLOGY REPORT

Mr. Setterberg recommended the following action:

CURRICULUM PURCHASE

There was a motion by Mr. Setterberg, seconded by Mrs. Hurl, to approve the purchase of High School Chemistry Curriculum from McGraw Hill totaling \$4,249.76 to be paid with Federal ESSER funding.

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

PERSONNEL REPORT

Mrs. Ferguson recommended the following action:

UNPAID LEAVE OF ABSENCES

There was a motion by Mrs. Ferguson, seconded by Mr. Heutsche, to approve the following unpaid leave of absences:

- | | |
|------------------|---|
| 1. Lauren Belin | February 9, 19, and 23, 2024 |
| 2. Dawn Yuran | February 1-29, 2024 |
| 3. Teri Koval | February 1-29, 2024 |
| 4. Jennifer Kuhn | February 15 and ½ day February 20, 2024 |

Approved: Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Abstained: Ferguson

Motion Carried.

ASSISTANT TO THE TECHNOLOGY INTEGRATOR/DATA SPECIALIST

There was a motion by Mrs. Ferguson, seconded by Mrs. Hurl, to hire Sage Smith as the Assistant to the Technology Integrator/Data Specialist, with a salary of \$42,000 pro-rated, effective March 19, 2024 pending the submission of all required paperwork.

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

RESIGNATIONS

There was a motion by Mrs. Ferguson, seconded by Mrs. Hurl, to approve the following Cafeteria resignations:

Lynn Wallace 2.25 hour per day Cafeteria General Worker Effective Date: February 19, 2024
Alicia Anzio 4.5 hour per day Cafeteria General Worker Effective Date: March 11, 2024

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

CAFETERIA TRANSFERS

There was a motion by Mrs. Ferguson, seconded by Mr. Garcia, to approve the following Cafeteria transfers:

Name	Transferring From	Transferring To	Effective
David Ridgway	2.25 hour per day General Cafeteria Worker	2.0 hour per day General Cafeteria Worker	February 20, 2024
Rachal Myers	2.5 hour per day General Cafeteria Worker	4.5 hour per day General Cafeteria Worker	March 12, 2024

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

CAFETERIA NEW HIRES

There was a motion by Mrs. Ferguson, seconded by Mr. Foltz, to approve the following Cafeteria new hires effective March 11, 2024:

Madison Smigel 2.5 hour per day General Cafeteria Worker
Cassandra Hoffman 2.25 hour per day General Cafeteria Worker

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

SUMMER GRASS CUTTERS

There was a motion by Mrs. Ferguson, seconded by Mr. Trontel, to approve the following Summer Grass Cutters at a rate of \$12.00 per hour:

Noah Flaherty
Liam Campbell
Carter DeJulia – pending submission of all required paperwork

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

VOLUNTEER

There was a motion by Mrs. Ferguson, seconded by Mr. Lenzi, to approve the following addition to the volunteer list for the 2023-2024 school year:

Josie Mocker

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

BUILDINGS/GROUNDS REPORT

Mr. Garcia recommended the following action:

USE OF FACILITIES REQUEST – ELEMENTARY PTO CRAFT SHOW

There was a motion by Mr. Garcia, seconded by Mr. Heutsche, to approve the request for the Sharpsville Elementary PTO to hold its annual Fall Craft Show on Friday, November 8, 2024, from 3:30 to 9:00 pm and Saturday, November 9, 2024, from 6:00 am to 6:00 pm in the Elementary Cafeteria, Gym, Office, Bathrooms, and Hallways with a waiver of all fees.

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

DAGOSTINO ELECTRONIC SERVICES, INC. ADDITIONAL CAMERAS QUOTE

There was a motion by Mr. Garcia, seconded by Mrs. Ferguson, to approve the Dagostino Electronic Services, Inc. quote for additional cameras in the amount of \$20,125.00.

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

DAGOSTINO ELECTRONIC SERVICES, INC. ADDITIONAL SECURITY QUOTE

There was a motion by Mr. Garcia, seconded by Mr. Setterberg, to approve the Dagostino Electronic Services, Inc. quote for security system additions in the amount of \$49,948.00.

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

NEGOTIATIONS REPORT

Mr. Setterberg recommended the following action:

AMENDMENT TO ACT 93 CONTRACT

There was a motion by Mr. Setterberg, seconded by Mr. Foltz, to approve the Act 93 Compensation Plan to be amended as presented, the same being attached to and a part of these minutes.

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

PUBLIC RELATIONS REPORT

Mr. Lenzi had no official action to report.

CAFETERIA REPORT

Mrs. Hurl recommended the following action:

FOOD SERVICE MANAGEMENT COMPANY CONTRACT

There was a motion by Mrs. Hurl, seconded by Mr. Lenzi, to approve the 2024-2025 (Year 2) Food Service Management Company Contract with the Nutrition Group.

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

ATHLETIC REPORT

Mr. Heutsche recommended the following action:

FOOTBALL COACHES

There was a motion by Mr. Heutsche, seconded by Mrs. Ferguson, to approve the following Football Coaches for the 2024-2025 school year:

Paul Piccirilli	Head Coach	Step ½ Max (\$3,827)
Douglas Levis	Associate	Step ½ Max (\$3,827)
Patrick Campoli	7 th /8 th Grade (Contingent upon fielding a team)	Step Max (Grandfathered) \$4,144
Steve Summers	Second Assistant	Step Max (\$3,481)
Brent Pavone	Volunteer	N/A
Danny Henwood	Volunteer	N/A
Dave Guidos	Volunteer	N/A
Len Grandy	Volunteer	N/A
Fred Sablack	Volunteer	N/A

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

BOYS SOCCER COACHES

There was a motion by Mr. Heutsche, seconded by Mrs. Hurl, to approve the following Boys Soccer Coaches for the 2024-2025 school year:

Chris Frye	Head Coach	(STEP 90%) \$4,800.60
Gary Bonanno	First Assistant	(STEP 80%) \$2,773.60

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

GIRLS SOCCER COACHES

There was a motion by Mr. Heutsche, seconded by Mr. Foltz, to approve the following Girls Soccer Coaches for the 2024-2025 school year:

Elizabeth Knauff	Head Coach	(STEP MAX) \$5,334.00
Dave Kowacich	First Assistant	40% (STEP 80%) \$1,109.44
Olaf Haroldson	First Assistant	30% (STEP MAX) \$1,040.10
Mathew Macchia	First Assistant	30% (STEP 90%) \$936.09

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

MIDDLE SCHOOL SOCCER COACHES

There was a motion by Mr. Heutsche, seconded by Mr. Garcia, to approve the following Middle School Soccer Coaches for the 2024-2025 school year:

Jacob Moon	Head Coach	(STEP 70%) \$1,213.80
Noah Flaherty	Volunteer	N/A
Ross Kirkpatrick	Volunteer	N/A

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

SOFTBALL VOLUNTEER

There was a motion by Mr. Heutsche, seconded by Mr. Lenzi, to approve Allison Davis as a volunteer Softball Coach for the 2023-2024 school year pending the submission of all required paperwork.

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

RESIGNATION

There was a motion by Mr. Heutsche, seconded by Mrs. Ferguson, to accept the resignation of Barry McLaughlin, Head Cross Country Coach, effective March 11, 2024.

EXECUTIVE SESSION

President Grandy announced that the Board will meet in Executive Session for personnel reasons.

The meeting was recessed at 7:20 p.m.

The meeting reconvened at 7:42 p.m and proceeded with the public discussion and vote for the "Resignation" agenda item above with the vote results below.

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

MERCER COUNTY CAREER CENTER REPORT

Mr. Garcia recommended the following action:

MERCER COUNTY CAREER CENTER BUDGET

There was a motion by Mr. Garcia, seconded by Mr. Heutsche, to approve the 2024-2025 Preliminary Mercer County Career Center Budget in the amount of \$6,425,022.00.

Roll Call Vote:	Ferguson	Yes
	Foltz	Yes
	Garcia	Yes
	Grandy	Yes
	Heutsche	Yes
	Hurl	Yes
	Lenzi	Yes
	Setterberg	Yes
	Trontel	Yes

Motion Carried.

MIDWESTERN INTERMEDIATE UNIT IV REPORT

Mr. Lenzi had no official action to report.

SUPERINTENDENT'S REPORT

Mr. Vannoy recommended the following action:

MOTION TABLED

There was a motion by Mr. Heutsche, seconded by Mr. Lenzi, to table the following agenda item pending receipt and review of contract:

1. Armed School Security Officer through Core Security of Crawford Co., LLC – Board approval is requested for Armed School Security Officer through Core Security of Crawford Co., LLC for the remainder of the 2023-2024 school year

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

GANNON UNIVERSITY AFFILIATION

There was a motion by Mr. Lenzi, seconded by Mr. Heutsche, to approve Affiliation Agreement for Student Clinical Placement and Instruction between Sharpsville Area School System and Gannon University as presented, the same being attached to and a part of these minutes.

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

BUS DRIVERS

There was a motion by Mr. Trontel, seconded by Mr. Lenzi, to approve the following new Erdos school bus drivers for the 2023-2024 school year:

Bradley Hoover
Brenda Lubich
Wendy Merrill
Lionel Nicholas

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

RESOLUTION #6 OF 2024

There was a motion by Mr. Foltz, seconded by Mr. Trontel, to approve Resolution #6 of 2024 nominating Mr. Lenzi to the Midwestern Intermediate Unit IV Board, the same being attached to and a part of these minutes.

Approved: Ferguson, Foltz, Garcia, Grandy, Heutsche, Hurl, Lenzi, Setterberg and Trontel

Opposed: None

Motion Carried.

EXECUTIVE SESSION


Mrs. Grandy announced that the Board will meet in Executive Session immediately following adjournment for personnel matters.

ADJOURNMENT

There was a motion by Mrs. Hurl, seconded by Mr. Lenzi, to adjourn the meeting.

Motion Carried.

The meeting adjourned at 7:52 p.m.


Ashley N. Mocker, Board Secretary

SHARPSVILLE AREA SCHOOL DISTRICT

WELCOME VISITORS

Welcome to our Board Meeting. The Board of School Directors is a nine person governing Board whose existence is structured and provided for by the State Legislature to provide an educational program for the Sharpsville Area School District. In the conduct of its meetings, the Board follows the mandates of the laws of the Commonwealth, established policy, and parliamentary procedure. The Board Meeting follows an Agenda that is distributed to Board Members in advance of the meeting so they can research items on which they will be asked to vote. All items to be included on the Board Agenda must be submitted to the Superintendent of School at least one week prior to the meeting.

There is always a place on the Agenda for citizen presentation to the Board. Presenters are limited to one issue. Presentations that involve complaints about individuals will not be aired in public meetings, but the Board is authorized to and will schedule executive sessions for such purpose. If you wish to make a presentation to the Board, please complete the bottom of the form and deliver it to the Board President or Superintendent prior to the call to order. Once the citizen presentation item on the Agenda is past, the audience is invited to stay for the remainder of the meeting with the understanding that they are not permitted to enter into discussion with Board Members on other Agenda items.

We hope that you find our meeting informative. If you have any questions or need help during the meeting, members of the Administrative Staff are in the audience and will assist you.

NAME

Jordan Nelson

RESIDENCE

63 ~~Victory~~ Sharpsville

DATE

03/18/24

Cross country coach resignation

SHARPSVILLE AREA SCHOOL DISTRICT

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We hope that you find our meeting informative. If you have any questions or need help during the meeting, members of the Administrative Staff are in the audience and will assist you.

NAME

Eugene Wolfe

RESIDENCE

Sharpsville

DATE

3/18/24

Cross country coach resignation

SHARPSVILLE AREA SCHOOL DISTRICT

Conflict of Interest
Abstention Memorandum

TO: Board Secretary, Sharpsville Area School District
FROM: Rosemary Ferguson, Board Member
DATE: 3-18-2024

Pursuant to Pennsylvania's "Public Official and Employee Ethics Law" I hereby declare that I am required to abstain regarding the following issue/motion:

approval of
Unpaid leave personnel report
#12

My conflict/reason for abstaining is as follows:

one employee is my
daughter

Rosemary Ferguson
Signature of Board Member

NOTE: Section 3 (J) requires the following procedure:

"Any public official or public employee, who in the discharge of his official duties, would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his interest as a public record in a written memorandum filed with the person responsible for recording the minutes for the meeting at which the vote is taken..." (emphasis added)

This memorandum does not have to be utilized when a conflict is defined "by any law, rule, regulations, order or ordinance," for example the School Code (Section 1111) prohibits voting to hire certain relatives.

**SHARPSVILLE AREA SCHOOL DISTRICT
BOARD REPORT**

March 18, 2024

GENERAL FUND

Total Bills to be Affirmed for February	\$953,063.95
Total Bills to be Affirmed for February— Procurement Card/Bond Pymt	<u>114,711.85</u>
Total Affirmed for February	<u><u>\$1,067,775.80</u></u>
Total Bills to be Approved for March	\$357,927.04

CAPITAL RESERVE FUND

Total Bills to be Affirmed for February	\$0.00
Total Bills to be Approved for March	\$0.00

CAFETERIA FUND

Total Bills to be Affirmed for February	\$60,782.42
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FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Dates: 02/01/2024 - 02/29/2024 Omit Dates: 2024-02-20

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr/In	Invoice #	Account Code	ASN	Amount
0000026921	02/02/2024	LE4206300001	2400001412	70651000	10-2620-424-000-00-200-000-000-0000	1262042420 00000	612.88
0000026921	02/02/2024	LE4206300002	2400001412	50430000	10-2620-424-000-00-980-000-000-0000	1262042498 00000	199.47
0000026921	02/02/2024	LE4206300003	2400001412	70756000	10-2620-424-000-00-500-000-000-0000	1262042450 00000	508.74
0000026921	02/02/2024	LE4206300004	2400001412	70756000	10-2620-424-000-00-800-000-000-0000	1262042480 00000	621.79
BOROUGH-BOROUGH OF SHARPSVILLE							1,942.88
0000026922	02/02/2024	LE4206300005	2400001407	JAN27.2024	10-3250-810-000-00-000-000-000-WRM0	810WRM	250.00
CORRYWRB-CORRY WRESTLING BOOSTERS							250.00
0000026923	02/02/2024	LE4206300006	2400001398	BBBJ.LAKEVIEW	10-3250-330-000-00-000-000-000-BBBJ	330BBBJ	59.00
DZURICBI-BILL DZURICKO							59.00
0000026924	02/02/2024	LE4206300007	2400001382	BBGJ.WILMINGT ON	10-3250-330-000-00-000-000-000-BBGV	330BBGV	59.00
MANCISON-SONNY MANCINO							59.00
0000026925	02/02/2024	LE4206300008	2400001395	110 005 503 740	10-2620-622-000-00-200-000-000-0000	1262062220 00000	4,796.29
0000026925	02/02/2024	LE4206300009	2400001395	110 005 508 996	10-2620-622-000-00-980-000-000-0000	1262062298 00000	48.41
0000026925	02/02/2024	LE4206300010	2400001395	110 139 435 421	10-2620-622-000-00-980-000-000-0000	1262062298 00000	33.93
0000026925	02/02/2024	LE4206300011	2400001395	110 005 508 954	10-2620-622-000-00-980-000-000-0000	1262062298 00000	21.63
0000026925	02/02/2024	LE4206300012	2400001395	110 005 508 905	10-2620-622-000-00-980-000-000-0000	1262062298 00000	430.10
0000026925	02/02/2024	LE4206300013	2400001395	110 005 508 863	10-2620-622-000-00-980-000-000-0000	1262062298 00000	37.38

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Dates: 02/01/2024 - 02/29/2024 Omit Dates: 2024-02-20

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000026925	02/02/2024	LE4206300014	2400001395	110 005 503 203	10-2620-622-000-00-500-000-0000-00000	1262062250 00000	3,887.04
0000026925	02/02/2024	LE4206300015	2400001395	110 005 503 203	10-2620-622-000-00-800-000-0000-00000	1262062280 00000	4,750.83
PENNPO-PENN POWER							
				Remit ID R-1	Payment Date: 02/02/2024	Payment Amt:	14,005.61
0000026926	02/02/2024	LE4206300016	2400001408	WRV.JAN21.24	10-3250-810-000-00-000-000-0000-GWRM	810GWRM	25.00
PERRYHSAT-PERRY HIGH SCHOOL ATHLETIC DEPARTMENT							
				Order ID O-1	Payment Date: 02/02/2024	Payment Amt:	25.00
0000026927	02/02/2024	LE4206300017	2400001402	BBBV.LAKEVIEW	10-3250-330-000-00-000-000-0000-BBBV	330BBBV	80.00
RYDERTO-TOM RYDER							
				Remit ID R-1	Payment Date: 02/02/2024	Payment Amt:	80.00
0000026928	02/02/2024	LE4206300018	2400001404	BBBJ.LAKEVIEW	10-3250-330-000-00-000-000-0000-BBBJ	330BBBJ	59.00
STEVENBRE-BRETT STEVENSON							
				Order ID O-1	Payment Date: 02/02/2024	Payment Amt:	59.00
0000026929	02/09/2024	LE4211200001	2400000107	36704194	10-0474-000-000-00-000-000-0000-00000	10474	12,905.00
ENCOVAIN-ENCOVA INSURANCE							
				Remit ID R-1	Payment Date: 02/09/2024	Payment Amt:	12,905.00
0000026930	02/09/2024	LE4211200002	2400001410	BBB.8.WLMNGTN	10-3250-330-000-00-000-000-0000-BBB7	330BBB7	27.00
0000026930	02/09/2024	LE4211200003	2400001410	BBB.8.WLMNGTN	10-3250-330-000-00-000-000-0000-BBB8	330BBB8	27.00
0000026930	02/09/2024	LE4211200004	2400001439	BBB.8.MERCER	10-3250-330-000-00-000-000-0000-BBB7	330BBB7	35.00
0000026930	02/09/2024	LE4211200005	2400001439	BBB.8.MERCER	10-3250-330-000-00-000-000-0000-BBB8	330BBB8	35.00
HARTJI-JAMES HART							
				Remit ID R-1	Payment Date: 02/09/2024	Payment Amt:	124.00
0000026931	02/09/2024	LE4211200006	2400001448	3763187 10	10-2620-621-000-00-200-000-0000-00000	1262062120 00000	1,224.11
0000026931	02/09/2024	LE4211200007	2400001448	3763187 10	10-2620-621-000-00-980-000-0000-00000	1262062198 00000	38.20

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FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Dates: 02/01/2024 - 02/29/2024 Omit Dates: 2024-02-20

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000026931	02/09/2024	LE4211200008	2400001448	3763187 10	10-2620-621-000-00-500-000-0000-00000	1262062150 00000	1,968.55
0000026931	02/09/2024	LE4211200009	2400001448	3763187 10	10-2620-621-000-00-800-000-0000-00000	1262062180 00000	1,143.70
NATIONAFU-NATIONAL FUEL							
0000026932	02/09/2024	LE4211200010	2400001443	Remit ID R-1	Payment Date: 02/09/2024	Payment Amt:	4,374.56
				BBGV.ROCKYGR OVE	10-3250-330-000-00-000-000-BBGV	330BBGV	80.00
REESEKEVI-KEVIN REESE							
				Order ID O-1	Payment Date: 02/09/2024	Payment Amt:	80.00
0000026933	02/09/2024	LE4211200011	2400001444	BBGV.ROCKYGR OVE	10-3250-330-000-00-000-000-BBGV	330BBGV	80.00
RYDERTO-TOM RYDER							
				Remit ID R-1	Payment Date: 02/09/2024	Payment Amt:	80.00
0000026934	02/09/2024	LE4211200012	2400001423	FEB.18.24	10-3250-810-000-00-000-000-WRM0	810WRM	300.00
SHARONWRC-SHARON WRESTLING CLUB							
				Remit ID R-1	Payment Date: 02/09/2024	Payment Amt:	300.00
0000026935	02/09/2024	LE4211200013	2400001429	133076501020124	10-2220-538-000-00-000-000-402-0000	1222053800 00000	780.46
0000026935	02/09/2024	LE4211200014	2400001430	133076601020124	10-2620-531-000-00-500-000-0000-00000	1262053150 00000	165.46
0000026935	02/09/2024	LE4211200015	2400001430	133076601020124	10-2620-531-000-00-800-000-0000-00000	1262053180 00000	156.00
0000026935	02/09/2024	LE4211200016	2400001430	133076601020124	10-2620-531-000-00-200-000-0000-00000	1262053120 00000	151.27
SPECTR-CHARTER COMMUNICATIONS							
				Remit ID R-2	Payment Date: 02/09/2024	Payment Amt:	1,253.19
0000026936	02/09/2024	LE4211200017	2400001445	BBB.8.MERCER	10-3250-330-000-00-000-000-BBB7	330BBB7	35.00
0000026936	02/09/2024	LE4211200018	2400001445	BBB.8.MERCER	10-3250-330-000-00-000-000-BBB8	330BBB8	35.00
THIECBREN-BRENT THIEC							
				Order ID O-1	Payment Date: 02/09/2024	Payment Amt:	70.00

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Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000026937	02/15/2024	LE4215400006	24000001469	BBBJV.WMIDDLE SEX	10-3250-330-000-00-000-000-BBBJ	330BBBJ	59.00
BEACHBILL-BILL BEACH							
				Order ID O-1	Payment Date: 02/15/2024	Payment Amt:	
0000026938	02/15/2024	LE4215400001	24000001349	BBB.8.REYNOLD S	10-3250-330-000-00-000-000-BBB7	330BBB7	27.00
0000026938	02/15/2024	LE4215400002	24000001349	BBB.8.REYNOLD S	10-3250-330-000-00-000-000-BBB8	330BBB8	27.00
0000026938	02/15/2024	LE4215400003	24000001396	BBBV.LAKEVIEW	10-3250-330-000-00-000-000-BBBV	330BBBV	80.00
0000026938	02/15/2024	LE4215400004	24000001409	BBB.8.WLMNGTN	10-3250-330-000-00-000-000-BBB7	330BBB7	27.00
0000026938	02/15/2024	LE4215400005	24000001409	BBB.8.WLMNGTN	10-3250-330-000-00-000-000-BBB8	330BBB8	27.00
BOCHERMIK-MIKE BOCHERT							
				Order ID O-1	Payment Date: 02/15/2024	Payment Amt:	
0000026939	02/15/2024	LE4215400007	24000001471	BBGJ.HICKORY	10-3250-330-000-00-000-000-BBGJ	330BBGJ	188.00
DADOJO-JOHN DADO							
				Remit ID R-1	Payment Date: 02/15/2024	Payment Amt:	
0000026940	02/15/2024	LE4215400008	24000001213	BBBJ.ROCKYGR OVE	10-3250-330-000-00-000-000-BBBJ	330BBBJ	59.00
0000026940	02/15/2024	LE4215400009	24000001234	BBB.8.HICKORY	10-3250-330-000-00-000-000-BBB7	330BBB7	27.00
0000026940	02/15/2024	LE4215400010	24000001234	BBB.8.HICKORY	10-3250-330-000-00-000-000-BBB8	330BBB8	27.00
0000026940	02/15/2024	LE4215400011	24000001472	BBGV.HICKORY	10-3250-330-000-00-000-000-BBGV	330BBGV	80.00
DURISKMA-MATTHEW DURISKO							
				Remit ID R-1	Payment Date: 02/15/2024	Payment Amt:	
0000026941	02/15/2024	LE4215400012	24000001487	1125903646	10-2720-513-000-00-000-000-3500	1272051300 00035	193.00
0000026941	02/15/2024	LE4215400013	24000001487	1125856463	10-2720-513-000-00-000-000-3500	1272051300 00035	502.86
0000026941	02/15/2024	LE4215400014	24000001487	1125807744	10-2720-513-000-00-000-000-3500	1272051300 00035	822.50
							912.57

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Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000026941	02/15/2024	LE4215400015	2400001487	1225721956	10-2720-513-000-00-000-000-3500	1272051300 00035	934.21
0000026941	02/15/2024	LE4215400016	2400001487	1125649323	10-2720-513-000-00-000-000-3500	1272051300 00035	593.62
0000026941	02/15/2024	LE4215400017	2400001487	1125568778	10-2720-513-000-00-000-000-3500	1272051300 00035	457.54
0000026941	02/15/2024	LE4215400018	2400001487	FC-16188977	10-2519-340-000-00-000-000-0000	1251934000 00000	0.16
FERRELGAS-FERRELL GAS							
				Remit ID R-1	Payment Date: 02/15/2024	Payment Amt:	4,223.46
0000026942	02/15/2024	LE4215400019	2400001473	BBGJ.UNION	10-3250-330-000-00-000-000-BBGJ	330BBGJ	59.00
GROSSMCON-CONNOR GROSSMAN							
				Order ID O-1	Payment Date: 02/15/2024	Payment Amt:	59.00
0000026943	02/15/2024	LE4215400020	2400001474	BBGV.UNION	10-3250-330-000-00-000-000-BBGV	330BBGV	80.00
GUSTASPA-PAUL GUSTAS							
				Remit ID R-1	Payment Date: 02/15/2024	Payment Amt:	80.00
0000026944	02/15/2024	LE4215400021	2400001499	BBB.8.GREENVIL LE	10-3250-330-000-00-000-000-BBB7	330BBB7	27.00
0000026944	02/15/2024	LE4215400022	2400001499	BBB.8.GREENVIL LE	10-3250-330-000-00-000-000-BBB8	330BBB8	27.00
HARTJI-JAMES HART							
				Remit ID R-1	Payment Date: 02/15/2024	Payment Amt:	54.00
0000026945	02/15/2024	LE4215400023	2400001476	BBGJ.HICKORY	10-3250-330-000-00-000-000-BBGJ	330BBGJ	59.00
HARVEYJOS-JOSEPH HARVEY							
				Order ID O-1	Payment Date: 02/15/2024	Payment Amt:	59.00
0000026946	02/15/2024	LE4215400024	2400001489	110 046 135 841	10-2620-622-000-00-220-000-000-0000	1262062222 00000	33.24
PENNPO-PENN POWER							
				Remit ID R-1	Payment Date: 02/15/2024	Payment Amt:	33.24
0000026947	02/15/2024	LE4215400025	2400001478	BBBV.WMIDDLES EX	10-3250-330-000-00-000-000-BBBV	330BBBV	40.00

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Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000026947	02/15/2024	LE4215400026	2400001478	BBBV.WMIDDLES EX	10-3250-330-000-00-000-000-BBGV	330BBGV	40.00
0000026947	02/15/2024	LE4215400027	2400001478	BBGV.UNION	10-3250-330-000-00-000-000-BBGV	330BBGV	40.00
0000026947	02/15/2024	LE4215400028	2400001478	BBGV.UNION	10-3250-330-000-00-000-000-BBBV	330BBBV	40.00
PLATTETOJ-TOM PLATTEBORZE JR							
				Remit ID R-1	Payment Date: 02/15/2024	Payment Amt:	160.00
0000026948	02/15/2024	LE4215400029	2400001486	KUSTELEGA2024	10-0487-000-000-00-000-000-0000	10487	10.00
SASDACT-SHARPSVILLE AREA SCHOOL DIST.							
				Remit ID R-1	Payment Date: 02/15/2024	Payment Amt:	10.00
0000026949	02/15/2024	LE4215400030	2400001480	BBBV.WMIDDLES EX	10-3250-330-000-00-000-000-BBBJ	330BBBJ	59.00
SCHWARCH-CHUCK SCHWARTZ							
				Remit ID R-1	Payment Date: 02/15/2024	Payment Amt:	59.00
0000026950	02/15/2024	LE4215400031	2400001482	BBGV.HICKORY	10-3250-330-000-00-000-000-BBGV	330BBGV	80.00
SEARLEDA-DAVID SEARLE							
				Remit ID R-1	Payment Date: 02/15/2024	Payment Amt:	80.00
0000026951	02/15/2024	LE4215400032	2400001500	BBB.8.GREENVIL LE	10-3250-330-000-00-000-000-BBB7	330BBB7	27.00
0000026951	02/15/2024	LE4215400033	2400001500	BBB.8.GREENVIL LE	10-3250-330-000-00-000-000-BBB8	330BBB8	27.00
THIECBREN-BRENT THIEC							
				Order ID O-1	Payment Date: 02/15/2024	Payment Amt:	54.00
0000026952	02/15/2024	LE4215400034	2400001484	BBBV.WMIDDLES EX	10-3250-330-000-00-000-000-BBBV	330BBBV	80.00
0000026952	02/15/2024	LE4215400035	2400001484	BBGV.HICKORY	10-3250-330-000-00-000-000-BBGV	330BBGV	80.00
THORNJA-JACK THORN							
				Remit ID R-1	Payment Date: 02/15/2024	Payment Amt:	160.00
0000026953	02/15/2024	LE4215400036	2400001485	BBGV.UNION	10-3250-330-000-00-000-000-BBGV	330BBGV	80.00
WALTERSC-SCOTT WALTERS							
				Remit ID R-1	Payment Date: 02/15/2024	Payment Amt:	80.00

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Payment #	Trans Date	Trans #	PO #/Proc Ctr/#	Invoice #	Account Code	ASN	Amount
0000027057	02/22/2024	LE4217400001	2400001555	BBGV.SHARON	10-3250-330-000-000-000-BBGV	330BBGV	80.00
HAWTHOLA-LARRY HAWTHORNE							
				Remit ID R-1	Payment Date: 02/22/2024	Payment Amt:	80.00
0000027058	02/22/2024	LE4217400002	2400001556	BBGV.SHARON	10-3250-330-000-000-000-BBGV	330BBGV	80.00
JACKSONRO-ROD JACKSON							
				Remit ID R-1	Payment Date: 02/22/2024	Payment Amt:	80.00
0000027059	02/22/2024	LE4217400003	2400001560	54951011	10-2620-621-000-000-800-000-0000	1262062180 00000	2,945.80
0000027059	02/22/2024	LE4217400004	2400001560	54951011	10-2620-621-000-000-500-000-0000	1262062150 00000	2,410.19
0000027059	02/22/2024	LE4217400005	2400001560	54951011	10-2620-621-000-000-980-000-000-0000	1262062198 00000	105.79
0000027059	02/22/2024	LE4217400006	2400001560	54951011	10-2620-621-000-000-200-000-000-0000	1262062120 00000	3,389.73
0000027059	02/22/2024	LE4217400007	2400001560	54951011	10-2620-621-000-000-200-000-000-0000	1262062120 00000	5,203.18
0000027059	02/22/2024	LE4217400008	2400001560	54951011	10-2620-621-000-000-980-000-000-0000	1262062198 00000	95.46
0000027059	02/22/2024	LE4217400009	2400001560	54951011	10-2620-621-000-000-500-000-000-0000	1262062150 00000	3,118.60
0000027059	02/22/2024	LE4217400010	2400001560	54951011	10-2620-621-000-000-800-000-000-0000	1262062180 00000	3,811.62
MARATHEN-ENERGO							
				Remit ID R-1	Payment Date: 02/22/2024	Payment Amt:	21,080.37
0000027060	02/22/2024	LE4217400011	2400001559	BBGV.SHARON	10-3250-330-000-000-000-000-BBGV	330BBGV	80.00
OSBORNMA-MARK OSBORNE							
				Remit ID R-1	Payment Date: 02/22/2024	Payment Amt:	80.00
0000027061	02/22/2024	LE4217400012	2400001566	FEBRUARY2024	10-0487-000-000-000-000-000-0000	10487	140.00
SASDACT-SHARPSVILLE AREA SCHOOL DIST.							
				Remit ID R-1	Payment Date: 02/22/2024	Payment Amt:	140.00

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Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000027062	02/22/2024	LE4217400013	2400001563	72833897	10-2620-531-000-00-800-000-0000	1262053180 00000	28.32
0000027062	02/22/2024	LE4217400014	2400001563	72833897	10-2620-531-000-00-500-000-0000	1262053150 00000	17.70
0000027062	02/22/2024	LE4217400015	2400001563	72833897	10-2620-531-000-00-200-000-0000	1262053120 00000	24.79
VERIZOBUS-VERIZON BUSINESS SERVICES							
				Remit ID R-1	Payment Date: 02/22/2024	Payment Amt:	70.81
0000027063	02/23/2024	AP4217700001		24WRM.SLPRYR OCK	10-3250-810-000-00-000-000-WRM0	810WRM	200.00
SLIPPEROT-SLIPPERY ROCK TAKEDOWN CLUB							
				Remit ID R-1	Payment Date: 02/23/2024	Payment Amt:	200.00
0000027064	02/29/2024	LE4220300001	2400001577	0025950	10-0470-000-000-000-0000	10470	447.55
BOSTONMU-BOSTON MUTUAL							
				Remit ID R-1	Payment Date: 02/29/2024	Payment Amt:	447.55
0000027065	02/29/2024	LE4220300002	2400001578	544-MARCH24	10-0470-000-000-000-0000	10470	162.47
CMREG-CM REGENT LLC							
				Remit ID R-1	Payment Date: 02/29/2024	Payment Amt:	162.47
0000027066	02/29/2024	LE4220300003	2400001579	VIS.MARCH2024	10-0470-000-000-000-0000	10470	1,074.98
0000027066	02/29/2024	LE4220300004	2400001580	MED.MARCH24	10-0470-000-000-000-0000	10470	134,025.41
CROWNBEA-CROWN BENEFITS ADMINISTRATION							
				Remit ID R-1	Payment Date: 02/29/2024	Payment Amt:	135,100.39
0000027067	02/29/2024	LE4220300005	2400001570	45606730	10-5110-831-000-000-000-0000	1511083100 00000	4,524.32
FIRSTNAB-FIRST NATIONAL BANK							
				Remit ID R-1	Payment Date: 02/29/2024	Payment Amt:	4,524.32
0000027068	02/29/2024	LE4220300006	2400001569	WMC.HISTORY20 24	10-3210-894-000-30-800-000-137-0000	1321089480 00000	120.00
WESTMI4-WESTMINSTER COLLEGE							
				Remit ID R-1	Payment Date: 02/29/2024	Payment Amt:	120.00

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0002062024	02/06/2024	LE4211000001	2400001388	PSEA-01	10-0470-000-00-000-000-0000	10470	7,071.50
0002062024	02/06/2024	LE4211000002	2400001388	PSEA-01	10-5800-272-000-00-000-000-0000	15800272	(1,777.17)
PSEAHEW-PSEA HEALTH AND WELFARE FUND							
				Remit ID R-1	Payment Date: 02/06/2024	Payment Amt:	5,294.33
0002132024	02/13/2024	LE4219500001	2400001456	February	10-0462-000-00-000-000-0000	10462	730,178.24
SASDPR-SHARPSVILLE AREA SCHOOL DISTRICT							
				Remit ID R-1	Payment Date: 02/13/2024	Payment Amt:	730,178.24
0002192024	02/19/2024	LE4228900001	2400001491	94954710	10-3250-627-000-00-000-000-AD00	627AD	286.08
0002192024	02/19/2024	LE4228900002	2400001491	94954710	10-2620-626-000-00-000-000-0000	1262062600 00000	305.37
0002192024	02/19/2024	LE4228900003	2400001491	94954710	10-2720-513-000-00-000-000-3500	1272051300 00035	1,653.66
SUNOCOFU-WEX BANK							
				Remit ID R-1	Payment Date: 02/19/2024	Payment Amt:	2,245.11
0002212024	02/21/2024	LE4229100001	2400001506	VOYA-02	10-0460-000-00-000-000-000-0200	0200	2,935.38
0002212024	02/21/2024	LE4229100002	2400001506	VOYA-02	10-0471-000-000-00-000-000-0000	10471	2,401.69
VOYA-VOYA FINANCIAL INSTITUTIONAL PLAN SERVICES LLC							
				Remit ID R-1	Payment Date: 02/21/2024	Payment Amt:	5,337.07
0002222024	02/22/2024	LE4229800001	2400001392	A24012642257	10-2519-340-000-00-000-000-0000	1251934000 00000	238.76
HIGHMABLEB-HIGHMARK BLUE CROSS BLUE SHIELD							
				Remit ID R-1	Payment Date: 02/22/2024	Payment Amt:	238.76
0002282024	02/28/2024	AP4219800001	2400001456	February payroll	10-0462-000-00-000-000-000-0000	10462	2,435.65
SASDPR-SHARPSVILLE AREA SCHOOL DISTRICT							
				Remit ID R-1	Payment Date: 02/28/2024	Payment Amt:	2,435.65
0002212024	02/21/2024	LE4229600001	2400001589	HRA-02	10-1110-281-000-10-200-000-000-0000	1110028120 00000	674.88
CROWNBEA-CROWN BENEFITS ADMINISTRATION							
				Remit ID R-1	Payment Date: 02/21/2024	Payment Amt:	674.88

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0022802024	02/28/2024	LE4228500001	2400001568	POS PSERS	10-1110-230-000-10-200-000-000-0000	1110023020 00000	531.38
PSERS-PUBLIC SCHOOL EMPLOYEES'							
				Remit ID R-1	Payment Date: 02/28/2024	Payment Amt:	531.38
0022820242	02/28/2024	LE4228700001	2400001568	POS	10-2620-230-000-00-000-000-000-0000	1262023000 00000	2,412.55
PSERS-PUBLIC SCHOOL EMPLOYEES'							
				Remit ID R-1	Payment Date: 02/28/2024	Payment Amt:	2,412.55
0022820243	02/28/2024	LE4229400001	2400001506	VOYA-02 #2	10-0471-000-000-000-000-000-0000	10471	36.96
0022820243	02/28/2024	LE4229400002	2400001506	VOYA-02 #2	10-0460-000-000-000-000-000-0200	0200	45.17
VOYA-VOYA FINANCIAL INSTITUTIONAL PLAN SERVICES LLC							
				Remit ID R-1	Payment Date: 02/28/2024	Payment Amt:	82.13
10 - GENERAL FUND							
							952,793.95
Grand Total All Funds							
							952,793.95
Grand Total Credit Cards							
							0.00
Grand Total Direct Deposits							
							0.00
Grand Total Manual Checks							
							0.00
Grand Total Other Disbursement Non-negotiables							
							0.00
Grand Total Procurement Card Other Disbursement Non-negotiables							
							0.00
Grand Total Regular Checks							
							952,793.95
Grand Total Virtual Payments							
							0.00
Grand Total All Payments							
							952,793.95

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Dates: 02/01/2024 - 02/29/2024
 Payment Numbers: 0000027069 - 0000027069
 Payment Categories: Regular Checks
 Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctrl#	Invoice #	Account Code	ASN	Amount
0000027069	02/20/2024	AP4221400001		BBGV.HICKORY	10-3250-330-000-00-000-000-BBGV	330BBGV	30.00
0000027069	02/20/2024	AP4221400002		BBGV.UNION	10-3250-330-000-00-000-000-BBGV	330BBGV	30.00
0000027069	02/20/2024	AP4221400003		BBBV.WMIDDLES EX	10-3250-330-000-00-000-000-BBBV	330BBBV	30.00
0000027069	02/20/2024	AP4221400004		BBGV.ROCKYGR OVE	10-3250-330-000-00-000-000-BBGV	330BBGV	30.00
0000027069	02/20/2024	AP4221400005		BBBV.LAKEVIEW	10-3250-330-000-00-000-000-BBBV	330BBBV	30.00
0000027069	02/20/2024	AP4221400006		BBGV.WILMINGT ON	10-3250-330-000-00-000-000-BBGV	330BBGV	30.00
0000027069	02/20/2024	AP4221400007		BBBV.MERCER	10-3250-330-000-00-000-000-BBBV	330BBBV	30.00
0000027069	02/20/2024	AP4221400008		BBGV.SLPTRYR OCK	10-3250-330-000-00-000-000-BBGV	330BBGV	30.00
0000027069	02/20/2024	AP4221400009		WRV.REYNOLDS	10-3250-330-000-00-000-000-WRV0	330WRV	30.00
CHAMBEKI-KIMBERLY A CHAMBERLAIN				Remit ID R-1	Payment Date: 02/20/2024	Payment Amt:	270.00
					10 - GENERAL FUND		270.00

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND **Payment Dates:** 02/01/2024 - 02/29/2024
Payment Numbers: 0000027069 - 0000027069
Payment Categories: Regular Checks
Sort: Payment Number

Grand Total All Funds	270.00
Grand Total Credit Cards	0.00
Grand Total Direct Deposits	0.00
Grand Total Manual Checks	0.00
Grand Total Other Disbursement Non-negotiables	0.00
Grand Total Procurement Card Other Disbursement Non-negotiables	0.00
Grand Total Regular Checks	270.00
Grand Total Virtual Payments	0.00
Grand Total All Payments	270.00

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: PL - PLGIT Payment Dates: 02/01/2024 - 02/29/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0002062024	02/06/2024	LE4231300001	2400001465	Harrisbank-02	10-1211-610-000-30-800-000-201-0000	1121161080 00000	838.89
0002062024	02/06/2024	LE4231300002	2400001465	Harrisbank-02	10-2620-610-000-00-000-000-000-0000	1262061000 00000	685.44
0002062024	02/06/2024	LE4231300003	2400001465	Harrisbank-02	10-1110-650-000-20-500-000-127-0000	1110065050 00000	258.00
0002062024	02/06/2024	LE4231300004	2400001465	Harrisbank-02	10-1110-650-000-30-800-000-137-0000	1110065080 00000	258.00
0002062024	02/06/2024	LE4231400001	2400001405	Harrisbank-02	10-1110-610-000-30-800-260-137-0000	1110061080 26000	124.60
0002062024	02/06/2024	LE4231400002	2400001405	Harrisbank-02	10-1110-610-000-30-800-240-137-0000	1110061080 24000	142.48
0002062024	02/06/2024	LE4231600001	2400001435	Harrisbank-02	10-1110-610-000-30-800-240-137-0000	1110061080 24000	33.28
0002062024	02/06/2024	LE4231700001	2400001451	Harrisbank-02	10-1110-610-000-20-500-260-127-0000	1110061050 26000	128.86
0002062024	02/06/2024	LE4231800001	2400001452	Harrisbank-02	10-1110-610-000-20-500-260-127-0000	1110061050 26000	15.90
0002062024	02/06/2024	LE4231900001	2400001390	Harrisbank-02	10-3250-810-000-00-000-000-000-AD00	810AD	312.00
0002062024	02/06/2024	LE4231900002	2400001390	Harrisbank-02	10-3250-580-000-00-000-000-000- WRGV	580WRGV	22.60
0002062024	02/06/2024	LE4231900003	2400001390	Harrisbank-02	10-2836-360-000-00-000-000-000-0000	1283636000 00000	80.00
0002062024	02/06/2024	LE4231900004	2400001390	Harrisbank-02	10-3250-580-000-00-000-000-000-AD00	580AD	236.43
0002062024	02/06/2024	LE4231900005	2400001390	Harrisbank-02	10-2310-390-000-00-000-000-000-0000	1231039000 00000	5.00
0002062024	02/06/2024	LE4231900006	2400001390	Harrisbank-02	10-1290-610-890-30-800-000-201-5900	1129061080 00059	1,004.15
0002062024	02/06/2024	LE4231900007	2400001390	Harrisbank-02	10-1290-610-890-30-800-000-201-5900	1129061080 00059	2,614.25
0002062024	02/06/2024	LE4231900008	2400001390	Harrisbank-02	10-1290-610-890-30-800-000-201-5900	1129061080 00059	632.82

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: PL - PLGIT Payment Dates: 02/01/2024 - 02/29/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0002062024	02/06/2024	LE4231900009	2400001390	Harrisbank-02	10-2220-538-000-00-000-000-402-0000	1222053800 00000	56.65
HARRISBA-HARRIS BANK							
				Remit ID R-1	Payment Date: 02/06/2024	Payment Amt:	7,449.35
0002222024	02/22/2024	LE4231100001	2400001276	SHARPGO17	10-5240-939-000-00-000-000-0000	1524093900 00000	107,262.50
BNY-THE BANK OF NEW YORK MELLON							
				Remit ID R-2	Payment Date: 02/22/2024	Payment Amt:	107,262.50
10 - GENERAL FUND							
							114,711.85
Grand Total All Funds							
							114,711.85
Grand Total Credit Cards							
							0.00
Grand Total Direct Deposits							
							0.00
Grand Total Manual Checks							
							0.00
Grand Total Other Disbursement Non-negotiables							
							0.00
Grand Total Procurement Card Other Disbursement Non-negotiables							
							0.00
Grand Total Regular Checks							
							114,711.85
Grand Total Virtual Payments							
							0.00
Grand Total All Payments							
							114,711.85

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2024-03-18
 Due Dates: 03/18/2024 - 03/18/2024 Check Numbers: 0000027086 - 0000027173
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000027086	03/18/2024	LE4219100146	2400001703	922811	10-1110-562-000-30-800-000-109-0000	1110056280 00000	2,230.19
AGORACYC-AGORA CYBER CHARTER SCHOOL							
0000027087	03/18/2024	LE4219100147	2400001663	0339471	10-2620-430-000-00-500-000-000-0000	1262043050 00000	265.00
AISYO-AIS COMMERCIAL PARTS & SERVICE							
0000027088	03/18/2024	AP4219400003	2400001565	17KH-V3HR-1XJ9	10-2360-610-000-00-000-000-0000	1236061000 00000	265.00
0000027088	03/18/2024	LE4219100083	2400001434	1K9H-JFXV-97NV	10-2380-610-000-20-500-000-127-0000	1238061050 00000	(29.69)
0000027088	03/18/2024	LE4219100084	2400001434	1K9H-JFXV-97NV	10-2519-610-000-00-000-000-0000	1251961000 00000	20.48
0000027088	03/18/2024	LE4219100085	2400001434	1K9H-JFXV-97NV	10-2360-610-000-00-000-000-0000	1236061000 00000	7.15
0000027088	03/18/2024	LE4219100086	2400001565	1DK4-CYWR-76HD	10-2360-610-000-00-000-000-0000	1236061000 00000	14.53
0000027088	03/18/2024	LE4219100087	2400001565	1DK4-CYWR-76HD	10-2360-610-000-00-000-000-0000	1236061000 00000	29.00
0000027088	03/18/2024	LE4230600001	2400001385	1K9H-JFXV-FLGR	10-2380-610-000-30-800-000-137-0000	1238061080 00000	16.41
0000027088	03/18/2024	LE4230600002	2400001385	1KFH-6XXJ-9FFK	10-2380-610-000-30-800-000-137-0000	1238061080 00000	24.95
0000027088	03/18/2024	LE4230600003	2400001411	1DFQ-D96X-D37H	10-1290-610-690-10-200-000-201-5900	1129061020 00059	10.28
0000027088	03/18/2024	LE4230600004	2400001417	1NKM-CRPP-DDTY	10-1231-610-360-10-200-000-000-4500	1123161020 00045	2,041.26
0000027088	03/18/2024	LE4230600005	2400001433	1WR6-C34V-94M9	10-2260-610-000-00-000-000-201-0000	1226061000 00000	8.99
0000027088	03/18/2024	LE4230600006	2400001449	1YCQ-M9D1-DHT9	10-2270-610-000-00-000-000-000-0000	1227061000 00000	29.99
							66.21

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

Bank Account: GF - GENERAL FUND **Payment Date:** 2024-03-18
Due Dates: 03/18/2024 - 03/18/2024 **Check Numbers:** 0000027086 - 0000027173
Payment Categories: Regular Checks, Direct Deposits, Credit Cards
Sort: Payment Number

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

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Sharpville Area School District

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FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2024-03-18
 Due Dates: 03/18/2024 - 03/18/2024 Check Numbers: 0000027086 - 0000027173
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000027092	03/18/2024	LE4219100088	2400001648	MARCH2024	10-1211-322-000-30-800-000-109-0000	1121132280 00000	(191.26)
0000027092	03/18/2024	LE4219100089	2400001648	MARCH2024	10-1270-322-000-10-200-000-109-0000	1127032220 00000	11,125.00
0000027092	03/18/2024	LE4219100090	2400001648	MARCH2024	10-1231-322-000-10-200-000-109-0000	1123132220 00000	11,125.00
0000027092	03/18/2024	LE4219100091	2400001648	MARCH2024	10-1270-322-000-30-800-000-109-0000	1127032280 00000	11,125.00
BEAVERVAI-BEAVER VALLEY INTERMEDIATE UNIT - SPS					Payment Date: 03/18/2024	Payment Amt:	33,183.74
0000027093	03/18/2024	LE4230600017	2400001647	24020564	10-2519-340-000-00-000-000-000-0000	1251934000 00000	809.88
BERKHEONS-BERKHEIMER ONESOURCE					Payment Date: 03/18/2024	Payment Amt:	809.88
0000027094	03/11/2024	LE4219100066	2400001495	924778371	10-3250-610-000-00-000-000-000-BAV0	610BAV	110.42
0000027094	03/11/2024	LE4219100067	2400001495	924778371	10-3250-610-000-00-000-000-000-BAJ0	610BAJ	110.42
0000027094	03/18/2024	LE4219100068	2400001495	924898115	10-3250-610-000-00-000-000-000-BAJ0	610BAJ	42.00
0000027094	03/18/2024	LE4219100069	2400001495	924898115	10-3250-610-000-00-000-000-000-BAV0	610BAV	42.00
BSNSP-BSN SPORTS LLC					Payment Date: 03/18/2024	Payment Amt:	304.84
0000027095	03/18/2024	LE4219100070	2400001573	52489106 RI	10-1110-610-000-20-500-180-127-0000	1110061050 18000	82.65
CAROLIBOS-CAROLINA BIOLOGICAL SUPPLY					Payment Date: 03/18/2024	Payment Amt:	82.65
0000027096	03/18/2024	LE4219100029	2400001554	BBGV.SHARON	10-3250-330-000-00-000-000-000-BBGV	330BBGV	30.00
CHAMBEKI-KIMBERLY A CHAMBERLAIN					Payment Date: 03/18/2024	Payment Amt:	30.00
0000027097	03/18/2024	LE4230600018	2400001649	2400000015	10-2836-580-000-00-000-000-000-0000	1283658000 00000	92.33

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2024-03-18
 Due Dates: 03/18/2024 - 03/18/2024 Check Numbers: 0000027086 - 0000027173
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
COMMONCH-COMMONWEALTH CHARTER ACADEMY							
0000027098	03/18/2024	LE4219100092	2400001650	919450	10-1110-562-000-10-200-000-109-0000	1110056220 00000	92.33
0000027098	03/18/2024	LE4219100093	2400001650	919450	10-1110-562-000-30-800-000-109-0000	1110056280 00000	1,115.09
0000027098	03/18/2024	LE4219100094	2400001650	919450	10-1290-562-000-20-500-000-109-0000	1129056250 00000	3,345.27
0000027098	03/18/2024	LE4219100095	2400001650	919450	10-1290-562-000-30-800-000-109-0000	1129056280 00000	2,351.36
CROSSGRH-CROSSROADS GROUP HOMES							
0000027099	03/18/2024	LE4219100096	2400001651	2786	10-1290-569-000-30-800-000-109-0000	1129056980 00000	2,351.37
0000027099	03/18/2024	LE4219100097	2400001651	2786	10-1290-569-000-20-500-000-109-0000	1129056950 00000	9,163.09
0000027099	03/18/2024	LE4219100098	2400001651	2786	10-1442-569-000-20-500-000-109-0000	1144256950 00000	3,933.84
CROWNBEA-CROWN BENEFITS ADMINISTRATION							
0000027100	03/18/2024	LE4219100030	2400001371	SASDHRA-00005	10-2519-340-000-00-000-000-0000	1251934000 00000	3,114.29
0000027101	03/18/2024	LE4219100099	2400000171	82192004	10-5140-830-000-00-000-000-0000	1514083000 00000	3,114.48
0000027101	03/18/2024	LE4219100100	2400000171	82192004	10-5140-910-000-00-000-000-0000	1514091000 00000	10,162.61
DELAGELAF-DE LAGE LANDEN FINANCIAL SERVICES INC							
0000027102	03/18/2024	LE4219100101	2400001652	262247	10-1110-448-000-10-200-000-117-0000	1110044820 00000	30.00
							30.00
							30.00
							76.84
							2,918.16
							2,995.00
							10.59

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2024-03-18
 Due Dates: 03/18/2024 - 03/18/2024 Check Numbers: 0000027086 - 0000027173
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Cat#	Invoice #	Account Code	ASN	Amount
0000027102	03/18/2024	LE4219100102	2400001652	262247	10-1110-448-000-20-500-000-127-0000	1110044850 00000	14.38
0000027102	03/18/2024	LE4219100103	2400001652	262247	10-1110-448-000-30-800-000-137-0000	1110044880 00000	6.82
0000027102	03/18/2024	LE4219100104	2400001652	262247	10-2360-448-000-00-000-000-000-0000	1236044800 00000	1.20
0000027102	03/18/2024	LE4219100105	2400001652	262247	10-2519-448-000-00-000-000-000-0000	1251944800 00000	1.20
0000027102	03/18/2024	LE4219100106	2400001652	262246	10-2519-448-000-00-000-000-000-0000	1251944800 00000	5.29
0000027102	03/18/2024	LE4219100107	2400001652	262246	10-2360-448-000-00-000-000-000-0000	1236044800 00000	5.30
0000027102	03/18/2024	LE4219100108	2400001652	262246	10-1110-448-000-30-800-000-137-0000	1110044880 00000	30.11
0000027102	03/18/2024	LE4219100109	2400001652	262246	10-1110-448-000-20-500-000-127-0000	1110044850 00000	63.56
0000027102	03/18/2024	LE4219100110	2400001652	262246	10-1110-448-000-10-200-000-117-0000	1110044820 00000	46.81
0000027102	03/18/2024	LE4219100111	2400001652	262248	10-1110-448-000-10-200-000-117-0000	1110044820 00000	42.77
0000027102	03/18/2024	LE4219100112	2400001652	262248	10-1110-448-000-20-500-000-127-0000	1110044850 00000	58.08
0000027102	03/18/2024	LE4219100113	2400001652	262248	10-1110-448-000-30-800-000-137-0000	1110044880 00000	27.52
0000027102	03/18/2024	LE4219100114	2400001652	262248	10-2360-448-000-00-000-000-000-0000	1236044800 00000	4.84
0000027102	03/18/2024	LE4219100115	2400001652	262248	10-2519-448-000-00-000-000-000-0000	1251944800 00000	4.84
0000027102	03/18/2024	LE4219100116	2400001652	262249	10-2519-448-000-00-000-000-000-0000	1251944800 00000	4.71
0000027102	03/18/2024	LE4219100117	2400001652	262249	10-2360-448-000-00-000-000-000-0000	1236044800 00000	4.70

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

Bank Account: GF - GENERAL FUND **Payment Date:** 2024-03-18
Due Dates: 03/18/2024 - 03/18/2024 **Check Numbers:** 0000027086 - 0000027173
Payment Categories: Regular Checks, Direct Deposits, Credit Cards
Sort: Payment Number

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

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Sharpville Area School District

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FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2024-03-18
 Due Dates: 03/18/2024 - 03/18/2024 Check Numbers: 0000027086 - 0000027173
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000027106	03/18/2024	LE4219100126	2400001653	FEBRUARY2024	10-2750-513-000-00-000-000-0000	1275051300 00000	1,462.00
0000027106	03/18/2024	LE4219100127	2400001653	FEBRUARY2024	10-2720-513-271-00-000-000-000-2200	1272051300 00022	6,800.00
0000027106	03/18/2024	LE4219100128	2400001653	FEBRUARY2024	10-2720-513-000-00-000-000-000-3700	1272051300 00037	2,128.00
0000027106	03/18/2024	LE4219100129	2400001653	FEBRUARY2024	10-2750-513-000-00-000-000-000-0000	1275051300 00000	475.00
0000027106	03/18/2024	LE4219100130	2400001653	FEBRUARY2024	10-2720-513-271-00-000-000-000-2200	1272051300 00022	3,762.00
0000027106	03/18/2024	LE4219100131	2400001653	FEBRUARY2024	10-2720-513-997-00-000-000-000-9700	1272051300 00097	1,368.00
0000027106	03/18/2024	LE4219100132	2400001653	FEBRUARY2024	10-2720-513-000-00-000-000-000-3700	1272051300 00037	1,368.00
ERDOSTR-ERDOS TRANSPORT SERVICES							17,363.00
0000027107	03/18/2024	LE4219100031	2400001507	Remit ID R-1	Payment Date: 03/18/2024	Payment Amt: 1110061080 18000	312.94
FORESTSU-FORESTRY SUPPLIERS, INC.							312.94
0000027108	03/18/2024	LE4219100133	2400001637	Remit ID R-1	Payment Date: 03/18/2024	Payment Amt: 1238061050 00000	16.50
0000027108	03/18/2024	LE4219100134	2400001637	Remit ID R-1	Payment Date: 03/18/2024	Payment Amt: 1231061000 00000	16.49
FRIENDBUS-FRIENDS OFFICE							32.99
0000027109	03/18/2024	LE4219100150	2400001673	VB7.8.SHARON	10-3250-330-000-00-000-000-000-VB70	330VB7	42.50
0000027109	03/18/2024	LE4219100151	2400001673	VB7.8.SHARON	10-3250-330-000-00-000-000-000-VB80	330VB8	42.50
GILESME-MERRILYNN GILES							85.00
0000027110	03/18/2024	LE4230600019	2400001654	Remit ID R-1	Payment Date: 03/18/2024	Payment Amt: 1123156950 00000	4,064.48

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FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2024-03-18
Due Dates: 03/18/2024 - 03/18/2024 Check Numbers: 0000027086 - 0000027173
Payment Categories: Regular Checks, Direct Deposits, Credit Cards
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Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
GLADERL-GLADE RUN LUTHERAN SERVICES							
0000027111	03/18/2024	AP4219400001	2400001492	CR50336	10-1110-610-000-20-500-000-000-4500	1110061050 00045	4,064.48
0000027111	03/18/2024	AP4219400002	2400001492	CR50267	10-1110-610-000-20-500-000-000-4500	1110061050 00045	(229.00)
0000027111	03/18/2024	LE4219100033	2400001492	IN351587	10-1110-610-000-20-500-000-000-4500	1110061050 00045	(458.00)
GOPHERSP-GOPHER SPORT							
0000027112	03/18/2024	LE4219100034	2400000007	MARCH2024	10-2620-538-000-00-000-000-0000	1262053800 00000	6,129.65
0000027112	03/18/2024	LE4219100073	2400001602	FEBRUARY2024	10-3250-580-000-00-000-000-000-AD00	580AD	5,442.65
GRABANPA-PAUL J. GRABAN							
0000027113	03/18/2024	LE4219100035	2400001582	24-FEBRUARY2024	10-3210-390-000-20-500-000-127-0000	1321039050 00000	50.00
GRAHAMMI-MICHAEL GRAHAM							
0000027114	03/18/2024	LE4219100152	2400001666	25099	10-2620-430-000-00-500-000-000-0000	1262043050 00000	85.00
GREENELI-GREEN ELEVATOR INSPECTION CO.							
0000027115	03/18/2024	LE4219100036	2400001581	MAY.4.2024	10-3250-810-000-00-000-000-000-TRM0	810TRM	135.00
GREENVTRC-GREENVILLE TRACK BOOSTERS							
0000027116	03/18/2024	LE4219100064	2400001415	341332	10-1110-650-000-10-200-000-117-0000	1110065020 00000	200.00
HEGGERTY-LITERACY RESOURCES, LLC							
0000027117	03/18/2024	LE4219100135	2400001655	7	10-4600-431-990-20-500-000-000-4300	1460043150 00043	200.00
							340.00
							340.00
							100.00
							100.00
							178.00
							178.00
							677.60

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0000027117	03/18/2024	LE4219100136	2400001655	7	10-4600-431-990-30-800-000-000-4300	1460043180 00043	225.86
0000027117	03/18/2024	LE4219100137	2400001656	8	10-4600-431-990-20-500-000-000-4300	1460043150 00043	677.60
0000027117	03/18/2024	LE4219100138	2400001656	8	10-4600-431-990-30-800-000-000-4300	1460043180 00043	225.86
0000027117	03/18/2024	LE4230600020	2400001657	3	10-4600-431-990-10-200-000-000-4300	1460043120 00043	350.77
0000027117	03/18/2024	LE4230600021	2400001660	2	10-4600-431-990-10-200-000-000-4300	1460043120 00043	1,490.77
HHSR-HHSR							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	3,648.46
0000027118	03/18/2024	LE4219100037	2400000008	MARCH2024	10-2620-538-000-00-000-000-000-0000	1262053800 00000	50.00
HOAGLAWA-WADE HOAGLAND							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	50.00
0000027119	03/18/2024	LE4219100038	2400000009	MARCH2024	10-2620-538-000-00-000-000-000-0000	1262053800 00000	25.00
0000027119	03/18/2024	LE4219100074	2400001603	FEBRAURY2024	10-2380-580-000-30-800-000-137-0000	1238058080 00000	85.00
HOUCKGA-CAROL HOUCK							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	110.00
0000027120	03/18/2024	LE4219100139	2400001658	86766	10-4600-431-990-20-500-000-000-4300	1460043150 00043	1,687.50
0000027120	03/18/2024	LE4219100140	2400001658	86766	10-4600-431-990-30-800-000-000-4300	1460043180 00043	562.50
HRANEC SHM-HRANEC SHEET METAL INC							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	2,250.00
0000027121	03/18/2024	LE4219100149	2400001670	8263	10-2620-430-000-00-500-000-000-0000	1262043050 00000	285.00
HUZZYSRE-HUZZY'S REFRIGERATION INC							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	285.00

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0000027122	03/18/2024	LE4219100141	2400001659	921781	10-1110-562-000-20-500-000-109-0000	1110056250 00000	(2,230.19)
0000027122	03/18/2024	LE4219100142	2400001659	921781	10-1290-562-000-20-500-000-109-0000	1129056250 00000	4,581.55
0000027122	03/18/2024	LE4219100143	2400001659	921781	10-1290-562-000-30-800-000-109-0000	1129056280 00000	2,351.36
INSIGHT PAC-INSIGHT PA CYBER CHARTER SCHOOL							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	4,702.72
0000027123	03/18/2024	LE4219100153	2400001674	2400000001	10-1290-562-000-30-800-000-109-0000	1129056280 00000	3,291.96
0000027123	03/18/2024	LE4219100154	2400001676	2400002652	10-1110-562-000-30-800-000-109-0000	1110056280 00000	11,299.68
0000027123	03/18/2024	LE4219100155	2400001676	2400002652	10-1110-562-000-20-500-000-109-0000	1110056250 00000	1,412.46
0000027123	03/18/2024	LE4219100156	2400001676	2400002652	10-1290-562-000-20-500-000-109-0000	1129056250 00000	8,935.32
0000027123	03/18/2024	LE4219100157	2400001676	2400002652	10-1290-562-000-30-800-000-109-0000	1129056280 00000	2,978.44
KEYSTONE EDUCATION CENTER							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	27,917.86
0000027124	03/18/2024	LE4219100158	2400001677	FEBRUARY2024	10-2140-330-000-00-000-000-000-0000	1214033000 00000	2,934.52
KNOXBRO-BROOKE KNOX							
				Order ID O-1	Payment Date: 03/18/2024	Payment Amt:	2,934.52
0000027125	03/18/2024	LE4219100159	2400001678	PDS 7262	10-1290-650-890-00-000-000-201-5900	1129065000 00059	129.50
LEADERSE-LEADER SERVICES							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	129.50
0000027126	03/18/2024	LE4219100160	2400001679	FEBRUARY2024	10-1110-562-000-30-800-000-109-0000	1110056280 00000	1,115.09
LINCOLNPP-THE LINCOLN PARK PERFORMING							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	1,115.09

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0000027127	03/18/2024	LE4219100016	2400000170	MARCH2024	10-2430-330-000-10-200-000-0000-0000	1243033020 00000	55.27
0000027127	03/18/2024	LE4219100017	2400000170	MARCH2024	10-2430-330-000-20-500-000-0000-0000	1243033050 00000	24.84
LOMBARDOG-DOMENIC G. LOMBARDI D.M.D.							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	80.11
0000027128	03/18/2024	LE4219100018	2400001557	BBGV.SHARON	10-3250-330-000-00-000-000-000-BBGV	330BBGV	30.00
0000027128	03/18/2024	LE4219100207	2400001704	BAV.SHARON	10-3250-330-000-00-000-000-000-BAV0	330BAV	30.00
LUCASBRIA-BRIAN LUCAS							
				Order ID O-1	Payment Date: 03/18/2024	Payment Amt:	60.00
0000027129	03/18/2024	LE4219100019	2400001558	BBGV.SHARON	10-3250-330-000-00-000-000-000-BBGV	330BBGV	25.00
LUCASRONA-RONALD LUCAS							
				Order ID O-1	Payment Date: 03/18/2024	Payment Amt:	25.00
0000027130	03/18/2024	LE4219100020	2400001583	SHARON-18190	10-3210-444-000-30-800-000-137-0000	1321044480 00000	89.95
0000027130	03/18/2024	LE4219100081	2400001634	SHARON-18214	10-1110-444-000-30-800-121-137-0000	1110044480 12100	324.98
LUMPRRE-LUMPPP RENT-A-CAR INC							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	414.93
0000027131	03/18/2024	LE4219100021	2400000010	MARCH2024	10-2620-538-000-00-000-000-0000-0000	1262053800 00000	25.00
MARSHAH-HEIDI MARSHALL							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	25.00
0000027132	03/18/2024	LE4219100082	2400001588	132146960001	10-1190-640-990-10-200-000-000-4300	1119064020 00043	579.57
MCGRAWHI-MCGRAW HILL LLC							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	579.57
0000027133	03/18/2024	LE4219100065	2400000015	MARCH2024	10-1390-564-000-30-800-000-0000-0000	1139056480 00000	31,253.53
MERCERCOC-MERCER COUNTY CAREER CENTER							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	31,253.53

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0000027134	03/18/2024	LE4219100161	2400001681	23240556	10-1243-894-000-10-200-000-201-0000	1124389420 00000	500.00
0000027134	03/18/2024	LE4219100162	2400001680	23240494	10-1231-322-000-10-200-000-109-0000	1123132220 00000	2,100.00
0000027134	03/18/2024	LE4219100163	2400001680	23240494	10-1231-322-000-30-800-000-109-0000	1123132280 00000	2,100.00
0000027134	03/18/2024	LE4219100164	2400001680	23240494	10-1290-322-000-10-200-000-109-0000	1129032220 00000	1,000.00
0000027134	03/18/2024	LE4219100165	2400001680	23240494	10-1290-322-000-20-500-000-109-0000	1129032250 00000	145.00
0000027134	03/18/2024	LE4219100166	2400001680	23240494	10-1290-322-000-10-200-000-109-0000	1129032220 00000	900.00
MIUIV-MIDWESTERN IU IV							6,745.00
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	
0000027135	03/18/2024	LE4219100022	2400000011	MARCH2024	10-2620-538-000-00-000-000-000-0000	1262053800 00000	25.00
MOCKERASH-ASHLEY MOCKER							25.00
				Order ID O-1	Payment Date: 03/18/2024	Payment Amt:	
0000027136	03/18/2024	LE4219100039	2400001584	INVC-TL-134-SN	10-1110-650-000-30-800-000-137-0000	1110065080 00000	1,620.00
NEURONFUE-NEURON FUEL INC							1,620.00
				Order ID O-1	Payment Date: 03/18/2024	Payment Amt:	
0000027137	03/18/2024	LE4219100023	2400001420	353646567001	10-2380-610-000-30-800-000-137-0000	1238061080 00000	39.98
OFFICEDE-ODP BUSINESS SOLUTIONS, LLC							39.98
				Remit ID R-2	Payment Date: 03/18/2024	Payment Amt:	
0000027138	03/18/2024	LE4219100167	2400001682	MARCH2024	10-1110-562-000-10-200-000-109-0000	1110056220 00000	1,115.09
0000027138	03/18/2024	LE4219100168	2400001682	MARCH2024	10-1110-562-000-20-500-000-109-0000	1110056250 00000	2,230.18
0000027138	03/18/2024	LE4219100169	2400001682	MARCH2024	10-1110-562-000-30-800-000-109-0000	1110056280 00000	3,345.27

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0000027138	03/18/2024	LE4219100170	2400001682	MARCH2024	10-1290-562-000-20-500-000-109-0000	1129056250 00000	2,351.36
PACCS-PENNSYLVANIA CYBER CHARTER SCHOOL							
0000027139	03/18/2024	LE4219100171	2400001683	917600	10-1110-562-000-10-200-000-109-0000	Payment Amt: 1110056220 00000	2,230.18
0000027139	03/18/2024	LE4219100172	2400001683	917600	10-1290-562-000-30-800-000-109-0000	1129056280 00000	4,702.73
PAVIC-PA VIRTUAL CHARTER SCHOOL							
0000027140	03/18/2024	LE4219100173	2400001684	SWPBIS.FEB24	10-0485-000-000-000-000-000-0000	Payment Amt: 10485	105.00
PHILLITI-TIFFANI PHILLIAN							
0000027141	03/18/2024	LE4219100174	2400001665	INV914835	10-2620-610-000-00-000-000-000-0000	Payment Amt: 1262061000 00000	620.00
PIONEEMF-PIONEER MFG CO.							
0000027142	03/18/2024	LE4219100208	2400001707	2100029020	10-1110-329-000-10-200-000-000-0000	Payment Amt: 1110032920 00000	1,661.17
0000027142	03/18/2024	LE4219100209	2400001707	2100029020	10-1110-329-000-20-500-000-000-0000	1110032950 00000	1,117.20
0000027142	03/18/2024	LE4219100210	2400001707	2100029020	10-1110-329-000-30-800-000-000-0000	1110032980 00000	1,981.70
0000027142	03/18/2024	LE4219100211	2400001707	2100029020	10-1211-329-000-30-800-000-000-0000	1121132980 00000	130.34
0000027142	03/18/2024	LE4219100212	2400001707	2100029020	10-1233-329-000-10-200-000-000-0000	1123332920 00000	79.80
0000027142	03/18/2024	LE4219100213	2400001707	2100029020	10-1290-329-000-30-800-000-000-0000	1129032980 00000	74.48
0000027142	03/18/2024	LE4219100214	2400001707	2100029020	10-2250-329-000-00-000-000-000-0000	1225032900 00000	159.60

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0000027142	03/18/2024	LE4219100215	2400001707	2100029020	10-2270-329-000-10-200-000-000-2200	1227032920 00022	130.34
0000027142	03/18/2024	LE4219100216	2400001707	2100029020	10-2270-329-000-20-500-000-000-0000	1227032950 00000	159.60
0000027142	03/18/2024	LE4219100217	2400001707	2100029020	10-2380-329-000-20-500-000-000-0000	1238032950 00000	563.26
0000027142	03/18/2024	LE4219100218	2400001707	2100029020	10-2620-413-000-00-000-000-000-0000	1262041300 00000	1,058.40
0000027142	03/18/2024	LE4219100219	2400001707	2100029020	10-2250-329-000-30-800-000-000-0000	1225032980 00000	65.17
0000027142	03/18/2024	LE4219100220	2400001707	2100029020	10-2270-329-000-10-200-000-000-0000	1227032920 00000	159.60
0000027142	03/18/2024	LE4219100221	2400001708	2100029142	10-1110-329-000-10-200-000-000-0000	1110032920 00000	2,274.97
0000027142	03/18/2024	LE4219100222	2400001708	2100029142	10-1110-329-000-20-500-000-000-0000	1110032950 00000	2,114.70
0000027142	03/18/2024	LE4219100223	2400001708	2100029142	10-1110-329-000-30-800-000-000-0000	1110032980 00000	1,170.40
0000027142	03/18/2024	LE4219100224	2400001708	2100029142	10-1290-329-000-10-200-000-000-0000	1129032920 00000	260.68
0000027142	03/18/2024	LE4219100225	2400001708	2100029142	10-2270-329-000-10-200-000-000-0000	1227032920 00000	79.80
0000027142	03/18/2024	LE4219100226	2400001708	2100029142	10-2270-329-000-30-800-000-000-0000	1227032980 00000	79.80
0000027142	03/18/2024	LE4219100227	2400001708	2100029142	10-2380-329-000-10-200-000-000-0000	1238032920 00000	209.48
0000027142	03/18/2024	LE4219100228	2400001708	2100029142	10-2380-329-000-30-800-000-000-0000	1238032980 00000	148.96
0000027142	03/18/2024	LE4219100229	2400001708	2100029142	10-2620-413-000-00-000-000-000-0000	1262041300 00000	1,215.20
0000027142	03/18/2024	LE4219100230	2400001709	2100029267	10-1110-329-000-10-200-000-000-0000	1110032920 00000	1,276.80

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0000027142	03/18/2024	LE4219100231	2400001709	2100029267	10-1110-329-000-20-500-000-0000	1110032950 00000	2,234.40
0000027142	03/18/2024	LE4219100232	2400001709	2100029267	10-1110-329-000-30-800-000-0000	1110032980 00000	1,968.40
0000027142	03/18/2024	LE4219100233	2400001709	2100029267	10-1211-329-000-30-800-000-0000	1121132980 00000	130.34
0000027142	03/18/2024	LE4219100234	2400001709	2100029267	10-1231-329-000-20-500-000-0000	1123132950 00000	159.60
0000027142	03/18/2024	LE4219100235	2400001709	2100029267	10-2270-329-000-30-800-000-0000	1227032980 00000	159.60
0000027142	03/18/2024	LE4219100236	2400001709	2100029267	10-2380-329-000-20-500-000-0000	1238032950 00000	130.34
0000027142	03/18/2024	LE4219100237	2400001709	2100029267	10-2620-413-000-00-000-000-0000	1262041300 00000	1,185.80
0000027142	03/18/2024	LE4219100238	2400001710	2100029361	10-1110-329-000-10-200-000-0000	1110032920 00000	1,436.40
0000027142	03/18/2024	LE4219100239	2400001710	2100029361	10-1110-329-000-20-500-000-0000	1110032950 00000	3,112.20
0000027142	03/18/2024	LE4219100240	2400001710	2100029361	10-1110-329-000-30-800-000-0000	1110032980 00000	2,673.30
0000027142	03/18/2024	LE4219100241	2400001710	2100029361	10-1211-329-000-30-800-000-0000	1121132980 00000	130.34
0000027142	03/18/2024	LE4219100242	2400001710	2100029361	10-1231-329-000-10-200-000-0000	1123132920 00000	130.34
0000027142	03/18/2024	LE4219100243	2400001710	2100029361	10-1233-329-000-10-200-000-0000	1123332920 00000	79.80
0000027142	03/18/2024	LE4219100244	2400001710	2100029361	10-1241-329-000-10-200-000-0000	1124132920 00000	159.60
0000027142	03/18/2024	LE4219100245	2400001710	2100029361	10-1290-329-000-30-800-000-0000	1129032980 00000	260.68
0000027142	03/18/2024	LE4219100246	2400001710	2100029361	10-2270-329-000-10-200-000-0000-2200	1227032920 00022	159.60

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2024-03-18
 Due Dates: 03/18/2024 - 03/18/2024 Check Numbers: 0000027086 - 0000027173
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000027142	03/18/2024	LE4219100247	2400001710	2100029361	10-2620-413-000-00-000-000-0000	1262041300 00000	1,019.20
PRECISHUR-PRECISION HUMAN RESOURCE SOLUTIONS							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	31,301.39
0000027143	03/18/2024	LE4219100175	2400001669	202725	10-2620-610-000-10-220-000-000-0000	1262061022 00000	1,743.44
0000027143	03/18/2024	LE4219100176	2400001669	202725	10-2620-610-000-30-980-000-000-0000	1262061098 00000	1,743.44
PREMIETUF-PREMIER TURF FARMS							
				Order ID O-1	Payment Date: 03/18/2024	Payment Amt:	3,486.88
0000027144	03/18/2024	LE4219100024	2400001561	4-JAN24	10-3210-390-000-20-500-000-127-0000	1321039050 00000	280.00
0000027144	03/18/2024	LE4219100025	2400001561	4-DEC23	10-3210-390-000-20-500-000-127-0000	1321039050 00000	210.00
0000027144	03/18/2024	LE4219100026	2400001574	6-FEB24	10-3210-390-000-20-500-000-127-0000	1321039050 00000	210.00
RAPPMARJO-MARJORIE RAPP							
				Order ID O-1	Payment Date: 03/18/2024	Payment Amt:	700.00
0000027145	03/18/2024	LE4219100177	2400001697	922366	10-1110-562-000-10-200-000-109-0000	1110056220 00000	2,230.18
0000027145	03/18/2024	LE4219100178	2400001697	922366	10-1110-562-000-30-800-000-109-0000	1110056280 00000	4,460.37
0000027145	03/18/2024	LE4219100179	2400001697	922366	10-1290-562-000-30-800-000-109-0000	1129056280 00000	2,351.36
REACHCYC-REACH CYBER CHARTER SCHOOL							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	9,041.91
0000027146	03/18/2024	LE4219100180	2400001702	VBG.2024	10-3250-810-000-00-000-000-000-VB70	810VB7	27.00
0000027146	03/18/2024	LE4219100181	2400001702	VBG.2024	10-3250-810-000-00-000-000-000-VB80	810VB8	27.00
ROGERSED-ED ROGERS							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	54.00
0000027147	03/18/2024	LE4219100182	2400001664	1002459627	10-2620-430-000-00-200-000-000-0000	1262043020 00000	588.88

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

Bank Account: GF - GENERAL FUND **Payment Date:** 2024-03-18
Due Dates: 03/18/2024 - 03/18/2024 **Check Numbers:** 0000027086 - 0000027173
Payment Categories: Regular Checks, Direct Deposits, Credit Cards
Sort: Payment Number

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

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FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2024-03-18
Due Dates: 03/18/2024 - 03/18/2024 Check Numbers: 0000027086 - 0000027173
Payment Categories: Regular Checks, Direct Deposits, Credit Cards
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000027153	03/18/2024	LE4219100001	2400001567	23.24BASKETBAL L	10-3250-810-000-00-000-000-BBBV	810BBBV	80.00
0000027153	03/18/2024	LE4219100002	2400001567	23.24BASKETBAL L	10-3250-810-000-00-000-000-BBGV	810BBGV	80.00
0000027153	03/18/2024	LE4219100003	2400001567	23.24BASKETBAL L	10-3250-810-000-00-000-000-BBBJ	810BBBJ	59.00
0000027153	03/18/2024	LE4219100004	2400001567	23.24BASKETBAL L	10-3250-810-000-00-000-000-BBGJ	810BBGJ	59.00
0000027153	03/18/2024	LE4219100005	2400001567	23.24BASKETBAL L	10-3250-810-000-00-000-000-BBB7	810BBB7	27.00
0000027153	03/18/2024	LE4219100006	2400001567	23.24BASKETBAL L	10-3250-810-000-00-000-000-BBB8	810BBB8	27.00
0000027153	03/18/2024	LE4219100007	2400001567	23.24BASKETBAL L	10-3250-810-000-00-000-000-BBG7	810BBG7	27.00
0000027153	03/18/2024	LE4219100008	2400001567	23.24BASKETBAL L	10-3250-810-000-00-000-000-BBG8	810BBG8	27.00
SEARLEST-STEPHEN SEARLE							
0000027154	03/18/2024	LE4219100044	2400001616	199	10-2310-549-000-00-000-000-0000	1231054900 00000	386.00
SHARONHE-SHARON HERALD CO.							
0000027155	03/18/2024	LE4219100045	2400000469	2024-02	10-2660-350-000-00-000-000-0000	1266035000 00000	61.20
0000027155	03/18/2024	LE4219100075	2400001627	2024-04	10-3250-330-000-00-000-000-000-BBGV	330BBGV	39,262.50
0000027155	03/18/2024	LE4219100076	2400001627	2024-05	10-3250-330-000-00-000-000-000-BBBV	330BBBV	780.16
0000027155	03/18/2024	LE4219100077	2400001627	2024-06	10-3250-330-000-00-000-000-000-FBV0	330FBV	1,170.24
0000027155	03/18/2024	LE4219100078	2400001627	2024-07	10-3250-330-000-00-000-000-000-WRV0	330WRV	1,560.32
0000027155	03/18/2024	LE4219100079	2400001627	2024-08	10-3250-330-000-00-000-000-000-VBV0	330VBV	390.08
							1,365.28

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2024-03-18
 Due Dates: 03/18/2024 - 03/18/2024 Check Numbers: 0000027086 - 0000027173
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000027155	03/18/2024	LE4219100190	2400001685	2024-03	10-2660-350-000-00-000-0000-0000	1266035000 00000	390.08
SHARPSPOD-SHARPSVILLE POLICE DEPARTMENT							
0000027156	03/18/2024	LE4219100191	2400001699	SBV,JAMESTOW N	10-3250-330-000-00-000-0000-SBV0	330SBV	40.00
SMITHDANI-DANIEL SMITH							
0000027157	03/18/2024	LE4219100192	2400001693	GETTY2024	10-0484-000-000-00-000-0000-0000	10484	380.00
SORGLARIS-LARISSA SORG							
0000027158	03/18/2024	LE4219100046	24000000643	150646	10-3250-610-000-00-000-0000-WRV0	610WRV	965.00
SPORTIGO-GPSA							
0000027159	03/18/2024	LE4219100009	24000000454	MARCH2024	10-2720-513-000-00-000-0000-3600	1272051300 00036	39,385.67
0000027159	03/18/2024	LE4219100010	24000000454	MARCH2024	10-2720-513-271-00-000-0000-2200	1272051300 00022	5,370.77
0000027159	03/11/2024	LE4219100047	2400001620	70245640	10-1233-513-000-10-200-0000-201-0000	1123351320 00000	176.68
0000027159	03/11/2024	LE4219100048	2400001620	70245640	10-1211-513-000-30-800-0000-201-0000	1121151380 00000	176.68
0000027159	03/18/2024	LE4219100049	2400001613	70245631	10-3210-513-000-30-800-0000-137-0000	1321051380 00000	219.68
0000027159	03/18/2024	LE4219100050	2400001624	70245633	10-3210-513-000-20-500-0000-127-0000	1321051350 00000	176.68
0000027159	03/18/2024	LE4219100051	2400001623	70245634	10-3210-513-000-20-500-0000-127-0000	1321051350 00000	792.72
0000027159	03/18/2024	LE4219100052	2400001622	70245636	10-3210-513-000-20-500-0000-127-0000	1321051350 00000	353.36
0000027159	03/18/2024	LE4219100053	2400001621	70245639	10-3250-513-000-00-000-0000-0000- WRGV	513WRGV	348.68

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2024-03-18
 Due Dates: 03/18/2024 - 03/18/2024 Check Numbers: 0000027086 - 0000027173
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000027159	03/18/2024	LE4219100054	2400001621	70245626	10-3250-513-000-00-000-000-VB80	513VB8	198.18
0000027159	03/18/2024	LE4219100055	2400001621	70245626	10-3250-513-000-00-000-000-VB70	513VB7	198.18
0000027159	03/18/2024	LE4219100056	2400001621	70245618	10-3250-513-000-00-000-000-BBGV	513BBGV	351.02
0000027159	03/18/2024	LE4219100057	2400001621	70245618	10-3250-513-000-00-000-000-BBGJ	513BBGJ	351.02
0000027159	03/11/2024	LE4219100058	2400001621	70245611	10-3250-513-000-00-000-000-BBB7	513BBB7	275.77
0000027159	03/11/2024	LE4219100059	2400001621	70245611	10-3250-513-000-00-000-000-BBB8	513BBB8	275.77
0000027159	03/11/2024	LE4219100060	2400001621	70245611	10-3250-513-000-00-000-000-BBBJ	513BBBJ	484.70
0000027159	03/11/2024	LE4219100061	2400001621	70245611	10-3250-513-000-00-000-000-BBBV	513BBBV	484.70
0000027159	03/18/2024	LE4219100193	2400001686	28058120	10-1290-390-890-00-000-000-201-5900	1129039000 00059	1,700.60
0000027159	03/18/2024	LE4219100194	2400001687	70245630	10-3210-513-000-30-800-000-000-4500	1321051380 00045	234.07
0000027159	03/18/2024	LE4219100195	2400001688	70245628	10-1243-513-000-10-200-000-201-0000	1124351320 00000	417.86
STA-STA CENTRAL REGION				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	51,972.79
0000027160	03/18/2024	LE4219100040	2400001593	FEB. 14, 24	10-0485-000-000-00-000-000-0000	10485	450.00
STAUNCEN-STANCH ENTERTAINMENT				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	450.00
0000027161	03/18/2024	LE4219100011	2400000420	MARCH2024	10-2620-538-000-00-000-000-0000	1262053800 00000	50.00
STEELEANN-ANNESSA STEELE				Order ID O-1	Payment Date: 03/18/2024	Payment Amt:	50.00
0000027162	03/18/2024	LE4219100062	2400001610	259793512	10-1110-610-000-20-500-180-127-0000	1110061050 18000	108.65
TEACHESY-TEACHER SYNERGY LLC				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	108.65

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2024-03-18
 Due Dates: 03/18/2024 - 03/18/2024 Check Numbers: 0000027086 - 0000027173
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000027163	03/18/2024	LE4219100012	2400000012	MARCH2024	10-2350-330-000-000-0000-0000	1235033000 00000	583.33
0000027163	03/18/2024	LE4219100196	2400001689	NOV23.MAR24	10-2350-330-000-000-0000-0000	1235033000 00000	4,462.50
TESONEROJ-ROBERT J. TESONE							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	5,045.83
0000027164	03/18/2024	LE4219100197	2400001701	SBV.JAMESTOW N	10-3250-330-000-000-0000-SBV0	330SBV	40.00
THRASHCH-CHRISTOPHER THRASHER							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	40.00
0000027165	03/18/2024	LE4219100198	2400001667	71957599	10-2620-610-000-000-0000-0000	1262061000 00000	562.33
TIFCOIN-TIFCO INDUSTRIES							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	562.33
0000027166	03/18/2024	LE4219100013	2400000020	1586620	10-2620-411-000-000-0000-0000	1262041100 00000	830.00
TRICOUINI-TRI-COUNTY INDUSTRIES INC							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	830.00
0000027167	03/18/2024	LE4219100080	2400001630	27109	10-0485-000-000-000-0000-0000-MSSW	10485MSSW	884.65
VALLEYSIS-VALLEY SILK SCREENING							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	884.65
0000027168	03/18/2024	LE4219100014	2400001571	FEBRUARY2024	10-2360-580-000-000-0000-0000	1236058000 00000	114.24
0000027168	03/18/2024	LE4219100015	2400000013	MARCH2024	10-2620-538-000-000-0000-0000	1262053800 00000	50.00
VANNOYJO-JOHN VANNOY							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	164.24
0000027169	03/18/2024	LE4219100199	2400001690	SPRING2024	10-2270-240-000-10-200-000-0000	1227024020 00000	1,440.00
WEAVERJE-JESSE WEAVER							
				Order ID O-1	Payment Date: 03/18/2024	Payment Amt:	1,440.00

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2024-03-18
 Due Dates: 03/18/2024 - 03/18/2024 Check Numbers: 0000027086 - 0000027173
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000027170	03/18/2024	LE4219100200	2400001700	SBV.JAMESTOW N	10-3250-330-000-00-000-000-000-SBV0	330SBV	40.00
WELLENKE-KEN WELLENDORF							
0000027171	03/18/2024	LE4219100201	2400001691	JANUARY2024	10-1224-323-000-10-200-000-109-0000	1122432320 00000	159.60
0000027171	03/18/2024	LE4219100202	2400001691	JANUARY2024	10-1224-323-000-30-800-000-109-0000	1122432380 00000	1,980.00
WESTERPES-WESTERN PENNSYLVANIA SCHOOL FOR BLIND CHILDREN							
0000027172	03/18/2024	LE4219100203	2400001672	44406	10-2620-430-000-00-000-000-0000	1262043000 00000	69.90
0000027172	03/18/2024	LE4219100204	2400001672	44260	10-2620-430-000-00-000-000-0000	1262043000 00000	69.90
WJALARMCO-WJ ALARM COMPANY							
0000027173	03/18/2024	LE4219100063	2400001587	ARINV70508369	10-1110-610-000-10-200-000-117-0000	1110061020 00000	99.98
WOODWIBR-WOODWIND & BRASSWIND							
				Remit ID R-1	Payment Date: 03/18/2024	Payment Amt:	99.98
10 - GENERAL FUND							357,927.04

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2024-03-18
Due Dates: 03/18/2024 - 03/18/2024 Check Numbers: 0000027086 - 0000027173
Payment Categories: Regular Checks, Direct Deposits, Credit Cards
Sort: Payment Number

Grand Total All Funds	357,927.04
Grand Total Credit Cards	0.00
Grand Total Direct Deposits	0.00
Grand Total Manual Checks	0.00
Grand Total Other Disbursement Non-negotiables	0.00
Grand Total Procurement Card Other Disbursement Non-negotiables	0.00
Grand Total Regular Checks	357,927.04
Grand Total Virtual Payments	0.00
Grand Total All Payments	357,927.04

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: CF - CAFETERIA FUND Payment Dates: 02/01/2024 - 02/29/2024

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000002564	02/15/2024	LE4215700001	2400001488	INV00000016033	50-3100-571-000-00-000-000-0000	53100571	38,318.04
NUTRIT-NUTRITION INC							
				Remit ID R-1	Payment Date: 02/15/2024	Payment Amt:	
0002292024	02/29/2024	LE4228100001	2400001598	Feb Payroll	50-3100-171-000-00-000-000-0000	53100171	21,037.33
0002292024	02/29/2024	LE4228100002	2400001598	Feb Payroll	50-7112-000-00-000-000-000-0000	57112	(1,166.94)
0002292024	02/29/2024	LE4228100003	2400001598	Feb Payroll	50-7820-000-00-000-000-000-0000	57820	(2,597.14)
0002292024	02/29/2024	LE4228100004	2400001598	Feb Payroll	50-3100-220-000-00-000-000-0000	53100220	1,609.36
0002292024	02/29/2024	LE4228100005	2400001598	Feb Payroll	50-3100-230-000-00-000-000-0000	53100230	3,581.77
SASDGF-SHARPSVILLE AREA SCHOOL DIST							
				Remit ID R-1	Payment Date: 02/29/2024	Payment Amt:	
50 - ENTERPRISE FUND							
Grand Total All Funds							60,782.42
Grand Total Credit Cards							0.00
Grand Total Direct Deposits							0.00
Grand Total Manual Checks							0.00
Grand Total Other Disbursement Non-negotiables							0.00
Grand Total Procurement Card Other Disbursement Non-negotiables							0.00
Grand Total Regular Checks							60,782.42
Grand Total Virtual Payments							0.00
Grand Total All Payments							60,782.42

* - Non-Negotiable Disbursement + - Procurement Card Non-Negotiable # - Payable within Payment P - Prenote D - Direct Deposit C - Credit Card ^ - Virtual Payment

SHARPSVILLE AREA SCHOOL DISTRICT

Bank Reconciliation Summary FINALIZED 3/13/2024 8:15:49 AM

Bank Account ID: PR Statement Date: 02/29/2024

Bank Statement Beginning Balance as of 02/01/2024	12,211.16
Cleared Transactions	
Payments and Other Debits - 25 Items	(722,381.40)
Deposits and Other Credits - 3 Items	732,720.80
Bank Statement Ending Balance as of 02/29/2024	22,550.56
Cleared Ending Balance	22,550.56
Difference	0.00
Outstanding Transactions	
Payments and Other Debits - 5 Items	(3,354.56)
Deposits and Other Credits - 0 Items	0.00
Balance as of 02/29/2024	19,196.00
Voided This Statement Period - 1 Items	(184.70)

**SHARPSVILLE AREA SCHOOL DISTRICT
TREASURER'S REPORT
GENERAL FUND ACCOUNT**

FEBRUARY 29, 2024

	MONTH-TO-DATE	YEAR-TO-DATE
BALANCE FORWARD JANUARY 31, 2024		
CHECKING - GENERAL	\$432,083.02	\$403,789.43
INDEXED MONEY MARKET	1,006,134.42	880,970.28
PA GOV TRUST	4,585,131.14	3,137,212.60
PA GOV TRUST-I SHARES	11,750.09	11,394.09
INDEXED MONEY MARKET-STD Reserve	22,739.08	22,145.36
INDEXED MONEY MARKET-Restricted	<u>102,681.86</u>	<u>100,000.00</u>
 FUNDS AVAILABLE JANUARY 31, 2024	 \$6,160,519.61	 \$4,555,511.76
 RECEIPTS - FEBRUARY		
GENERAL REVENUE	1,639,746.31	12,984,900.87
ACCT'S RECEIVABLE	<u>228,211.55</u>	<u>1,960,166.57</u>
 TOTAL RECEIPTS - FEBRUARY	 1,867,957.86	 14,945,067.44
 DISBURSEMENTS - FEBRUARY		
GENERAL EXPENSES	1,741,101.44	11,719,395.22
ACCT'S PAYABLE	<u>(187,817.66)</u>	<u>1,305,990.29</u>
 TOTAL DISBURSEMENTS FEBRUARY	 <u>(1,553,283.78)</u>	 <u>(13,025,385.51)</u>
 FUNDS AVAILABLE FEBRUARY 29, 2024	 <u>\$6,475,193.69</u>	 <u>\$6,475,193.69</u>
 DISTRIBUTION OF FUNDS:		
CHECKING - GENERAL	332,759.67	
INDEXED MONEY MARKET	508,622.16	
PA GOV TRUST	5,496,143.63	
PA GOV TRUST-I SHARES	11,798.86	
INDEXED MONEY MARKET-STD Reserve	22,820.38	
INDEXED MONEY MARKET-Restricted	<u>103,048.99</u>	
 FUNDS AVAILABLE FEBRUARY 29, 2024	 <u>\$6,475,193.69</u>	

**SHARPSVILLE AREA SCHOOL DISTRICT
TREASURER'S REPORT
GENERAL FUND ACCOUNT**

FEBRUARY 29, 2024

INDEXED MONEY MARKET ACCOUNT	CURRENT INTEREST RATE:	3.76%
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BALANCE FORWARD JANUARY 31, 2024		\$1,006,134.42
Transfer to Checking	(500,000)	
Interest	<u>2,487.74</u>	
FUNDS AVAILABLE FEBRUARY 29, 2024		\$508,622.16

PA GOVERNMENT TRUST INVESTMENTS	CURRENT INTEREST RATE:	4.35%
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BALANCE FORWARD JANUARY 31, 2024		\$4,585,131.14
Bond Payment	(107,262.50)	
P-Card Payment	(7,449.35)	
Transfers to checking	(400,000.00)	
Subsidy and grants revenues	1,407,594.66	
Interest	<u>18,129.68</u>	
FUNDS AVAILABLE FEBRUARY 29, 2024		\$5,496,143.63

PA GOVERNMENT TRUST I SHARES INVESTMENTS	CURRENT INTEREST RATE:	4.47%
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BALANCE FORWARD JANUARY 31, 2024		\$11,750.09
Interest	<u>48.77</u>	
FUNDS AVAILABLE FEBRUARY 29, 2024		\$11,798.86

INDEXED MONEY MARKET ACCOUNT-DISABILITY RESERVE	CURRENT INTEREST RATE:	3.76%
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BALANCE FORWARD JANUARY 31, 2024		\$ 22,739.08
Interest	<u>81.30</u>	
FUNDS AVAILABLE FEBRUARY 29, 2024		\$ 22,820.38

INDEXED MONEY MARKET ACCOUNT-RESTRICTED	CURRENT INTEREST RATE:	3.76%
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BALANCE FORWARD JANUARY 31, 2024		\$ 102,681.86
Interest	<u>367.13</u>	
FUNDS AVAILABLE FEBRUARY 29, 2024		\$ 103,048.99

SHARPSVILLE AREA SCHOOL DISTRICT

Bank Reconciliation Summary FINALIZED 3/14/2024 11:44:37 AM

Bank Account ID: GF Statement Date: 02/29/2024

Bank Statement Beginning Balance as of 02/01/2024	589,945.91
Cleared Transactions	
Payments and Other Debits - 158 Items	(1,378,436.95)
Deposits and Other Credits - 30 Items	1,344,848.65
Bank Statement Ending Balance as of 02/29/2024	556,357.61
Cleared Ending Balance	556,357.61
Difference	0.00
Outstanding Transactions	
Payments and Other Debits - 61 Items	(230,112.11)
Deposits and Other Credits - 5 Items	6,514.17
Balance as of 02/29/2024	332,759.67
Voided This Statement Period - 6 Items	(9,408.38)

Condensed Board Summary Report

Fund: 10
From 02/01/2024 To 02/29/2024
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
1100							
100	PERSONNEL SERV-SALARIES	4,324,258.00	352,495.62	2,120,976.14	0.00	2,203,281.86	49.05
200	PERSONNEL EMPL BENEFITS	2,909,770.00	222,730.54	1,490,319.16	0.00	1,419,450.84	51.22
300	PURCHASED PROF & TECH	228,140.00	35,646.80	157,848.33	0.00	70,291.67	69.19
400	PURCHASED PROPERTY SVC	16,780.00	837.16	4,444.87	0.00	12,335.13	26.49
500	OTHER PURCHASED SERVICE	368,509.00	47,679.65	258,632.10	0.00	109,876.90	70.18
600	SUPPLIES	320,352.00	19,692.44	270,838.44	9,251.77	40,261.79	87.43
700	PROPERTY	12,095.00	0.00	0.00	0.00	12,095.00	0.00
800	OTHER OBJECTS	4,930.00	460.00	3,225.00	0.00	1,705.00	65.42
SUB FUNCTION TOTAL		8,184,834.00	679,542.21	4,306,284.04	9,251.77	3,869,298.19	52.73
1200							
GENERAL FUND - SPEC PROG ELEMEN/SECOND							
100	PERSONNEL SERV-SALARIES	1,139,571.00	117,075.88	609,519.81	0.00	530,051.19	53.49
200	PERSONNEL EMPL BENEFITS	892,818.00	78,686.38	500,155.25	0.00	392,662.75	56.02
300	PURCHASED PROF & TECH	493,924.00	24,880.30	213,409.11	0.00	280,514.89	43.21
400	PURCHASED PROPERTY SVC	2,750.00	0.00	0.00	0.00	2,750.00	0.00
500	OTHER PURCHASED SERVICE	282,176.00	45,505.95	202,531.09	0.00	79,644.91	71.77
600	SUPPLIES	92,361.00	6,895.30	78,036.69	2,263.10	12,061.21	86.94
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	4,259.00	225.00	1,053.00	0.00	3,206.00	24.72
SUB FUNCTION TOTAL		2,907,859.00	273,268.81	1,604,704.95	2,263.10	1,300,890.95	55.26
1300							
GENERAL FUND - VOCATIONAL EDUCATION							
500	OTHER PURCHASED SERVICE	380,632.00	31,253.53	254,961.17	93,760.59	31,910.24	91.62
SUB FUNCTION TOTAL		380,632.00	31,253.53	254,961.17	93,760.59	31,910.24	91.62
1400							
GENERAL FUND - OTHER INSTRUCTION PROG							
100	PERSONNEL SERV-SALARIES	44,250.00	668.80	6,168.80	0.00	38,081.20	13.94
200	PERSONNEL EMPL BENEFITS	16,026.00	288.32	2,576.17	0.00	13,449.83	16.07

Condensed Board Summary Report

Fund: 10
From 02/01/2024 To 02/29/2024
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
300	PURCHASED PROF & TECH	13,386.00	0.00	2,210.00	0.00	11,176.00	16.51
500	OTHER PURCHASED SERVICE	107,969.00	15,026.72	47,199.02	365.16	60,404.82	44.05
600	SUPPLIES	15,430.00	11,045.00	11,045.00	0.00	4,385.00	71.58
800	OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00
SUB FUNCTION TOTAL		197,061.00	27,028.84	69,198.99	365.16	127,496.85	35.30
1500	GENERAL FUND - NONPUBLIC SCHOOL PGMS						
300	PURCHASED PROF & TECH	5,000.00	0.00	0.00	0.00	5,000.00	0.00
600	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
SUB FUNCTION TOTAL		5,000.00	0.00	0.00	0.00	5,000.00	0.00
2100	GENERAL FUND - SUPPORT SERV-PUPIL PERS						
100	PERSONNEL SERV-SALARIES	351,033.00	23,505.68	165,172.60	0.00	185,860.40	47.05
200	PERSONNEL EMPL BENEFITS	199,456.00	15,515.50	115,691.36	0.00	83,764.64	58.00
300	PURCHASED PROF & TECH	9,220.00	5,052.94	9,522.70	0.00	(302.70)	103.28
500	OTHER PURCHASED SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
600	SUPPLIES	8,142.00	0.00	6,809.02	221.14	1,111.84	86.34
SUB FUNCTION TOTAL		567,851.00	44,074.12	297,195.68	221.14	270,434.18	52.38
2200	GENERAL FUND - SUPPORT SERVICES-INSTRU						
100	PERSONNEL SERV-SALARIES	236,163.00	20,543.77	140,575.05	0.00	95,587.95	59.52
200	PERSONNEL EMPL BENEFITS	129,034.00	11,689.54	82,789.84	0.00	46,244.16	64.16
300	PURCHASED PROF & TECH	28,246.00	2,433.22	16,708.31	0.00	11,537.69	59.15
400	PURCHASED PROPERTY SVC	5,140.00	0.00	3,616.00	0.00	1,524.00	70.35
500	OTHER PURCHASED SERVICE	13,600.00	837.11	9,150.07	0.00	4,449.93	67.28
600	SUPPLIES	77,117.00	5,760.24	41,301.19	2,670.20	33,145.61	57.02
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	875.00	85.00	336.00	0.00	539.00	38.40

Condensed Board Summary Report

Fund: 10
From 02/01/2024 To 02/29/2024
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
SUB FUNCTION TOTAL		490,175.00	41,348.88	294,476.46	2,670.20	193,028.34	60.62
2300	GENERAL FUND - SUPPORT SERVICES-ADMIN						
100	PERSONNEL SERV-SALARIES	639,868.00	50,719.90	416,562.96	0.00	223,305.04	65.10
200	PERSONNEL EMPL BENEFITS	441,377.00	31,443.68	266,654.67	0.00	174,722.33	60.41
300	PURCHASED PROF & TECH	124,826.00	39,112.91	79,975.53	2,333.32	42,517.15	65.94
400	PURCHASED PROPERTY SVC	200.00	28.12	99.19	0.00	100.81	49.60
500	OTHER PURCHASED SERVICE	28,559.00	797.06	15,550.58	114.24	12,894.18	54.85
600	SUPPLIES	32,623.00	1,370.92	23,344.61	294.05	8,984.34	72.46
800	OTHER OBJECTS	7,944.00	99.00	8,309.00	0.00	(365.00)	104.59
SUB FUNCTION TOTAL		1,275,397.00	123,571.59	810,496.54	2,741.61	462,158.85	63.76
2400	GENERAL FUND - SUPP SVC-PUBLIC HEALTH						
100	PERSONNEL SERV-SALARIES	115,673.00	10,418.15	59,032.66	0.00	56,640.34	51.03
200	PERSONNEL EMPL BENEFITS	92,818.00	7,706.84	52,105.05	0.00	40,712.95	56.14
300	PURCHASED PROF & TECH	2,769.00	80.11	640.27	240.33	1,888.40	31.80
500	OTHER PURCHASED SERVICE	309.00	0.00	206.00	0.00	103.00	66.67
600	SUPPLIES	1,386.00	0.00	1,403.67	0.00	(17.67)	101.27
SUB FUNCTION TOTAL		212,955.00	18,205.10	113,387.65	240.33	99,327.02	53.36
2500							
100	PERSONNEL SERV-SALARIES	131,175.00	10,725.01	85,800.07	0.00	45,374.93	65.41
200	PERSONNEL EMPL BENEFITS	87,589.00	7,054.37	56,779.12	0.00	30,809.88	64.82
300	PURCHASED PROF & TECH	38,716.00	867.92	35,568.55	1,343.80	1,803.65	95.34
400	PURCHASED PROPERTY SVC	879.00	28.12	429.12	0.00	449.88	48.82
500	OTHER PURCHASED SERVICE	2,250.00	0.00	1,135.95	0.00	1,114.05	50.49
600	SUPPLIES	1,750.00	430.62	1,192.45	7.15	550.40	68.55
800	OTHER OBJECTS	700.00	0.00	1,390.80	0.00	(690.80)	198.69

Condensed Board Summary Report

Fund: 10
From 02/01/2024 To 02/29/2024
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
SUB FUNCTION TOTAL		263,059.00	19,106.04	182,296.06	1,350.95	79,411.99	69.81
2600							
100	PERSONNEL SERV-SALARIES	686,025.00	53,356.70	376,576.45	0.00	309,448.55	54.89
200	PERSONNEL EMPL BENEFITS	452,534.00	36,273.93	268,480.52	0.00	184,053.48	59.33
300	PURCHASED PROF & TECH	101,275.00	0.00	39,262.50	39,262.50	22,750.00	77.54
400	PURCHASED PROPERTY SVC	219,780.00	9,533.42	116,190.95	6,179.50	97,409.55	55.68
500	OTHER PURCHASED SERVICE	89,978.00	768.54	67,016.01	1,100.00	21,861.99	75.70
600	SUPPLIES	572,943.00	46,911.29	282,253.73	366.59	290,322.68	49.33
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00
SUB FUNCTION TOTAL		2,122,535.00	146,843.88	1,149,780.16	46,908.59	925,846.25	56.38
2700							
500	OTHER PURCHASED SERVICE	586,455.00	69,414.74	387,617.88	134,269.32	64,567.80	88.99
SUB FUNCTION TOTAL		586,455.00	69,414.74	387,617.88	134,269.32	64,567.80	88.99
2800							
GENERAL FUND - SUPPORT SVCS-CENTRAL							
100	PERSONNEL SERV-SALARIES	186,060.00	13,145.33	119,359.43	0.00	66,700.57	64.15
200	PERSONNEL EMPL BENEFITS	80,784.00	5,605.54	50,714.54	0.00	30,069.46	62.78
300	PURCHASED PROF & TECH	4,400.00	80.00	2,260.04	0.00	2,139.96	51.36
400	PURCHASED PROPERTY SVC	0.00	0.00	73.00	0.00	(73.00)	0.00
500	OTHER PURCHASED SERVICE	3,650.00	0.00	1,349.02	0.00	2,300.98	36.96
600	SUPPLIES	2,000.00	0.00	1,667.89	0.00	332.11	83.39
800	OTHER OBJECTS	595.00	0.00	0.00	0.00	595.00	0.00
SUB FUNCTION TOTAL		277,489.00	18,830.87	175,423.92	0.00	102,065.08	63.22
2900							
500	OTHER PURCHASED SERVICE	8,500.00	0.00	7,474.87	0.00	1,025.13	87.94

Condensed Board Summary Report

Fund: 10
From 02/01/2024 To 02/29/2024
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
SUB FUNCTION TOTAL		8,500.00	0.00	7,474.87	0.00	1,025.13	87.94
3100	GENERAL FUND - FOOD SERVICES						
100	PERSONNEL SERV-SALARIES	0.00	0.00	0.00	0.00	0.00	0.00
200	PERSONNEL EMPL BENEFITS	0.00	420.75	4,906.21	0.00	(4,906.21)	0.00
500	OTHER PURCHASED SERVICE	0.00	93.10	93.10	0.00	(93.10)	0.00
600	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
SUB FUNCTION TOTAL		0.00	513.85	4,999.31	0.00	(4,999.31)	0.00
3200	GENERAL FUND - STUDENT ACTIVITIES						
000	.	0.00	0.00	0.00	0.00	0.00	0.00
100	PERSONNEL SERV-SALARIES	200,109.00	14,419.42	122,218.44	0.00	77,890.56	61.08
200	PERSONNEL EMPL BENEFITS	87,590.00	5,639.35	47,439.53	0.00	40,150.47	54.16
300	PURCHASED PROF & TECH	99,879.00	17,180.00	54,724.20	8,019.00	37,135.80	62.82
400	PURCHASED PROPERTY SVC	11,450.00	179.90	1,929.25	89.95	9,430.80	17.63
500	OTHER PURCHASED SERVICE	59,915.00	4,042.49	35,124.95	0.00	24,790.05	58.62
600	SUPPLIES	120,578.00	3,897.47	97,385.12	3,500.20	19,692.68	83.67
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	22,082.00	2,107.00	9,268.36	786.00	12,027.64	45.53
SUB FUNCTION TOTAL		601,603.00	47,465.63	368,089.85	12,395.15	221,118.00	63.25
4100	GENERAL FUND - SITE ACQUISITION SVCS						
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
SUB FUNCTION TOTAL		0.00	0.00	0.00	0.00	0.00	0.00
4200	GENERAL FUND - EXISTING SITE IMPROVE						
400	PURCHASED PROPERTY SVC	0.00	0.00	0.00	0.00	0.00	0.00
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
SUB FUNCTION TOTAL		0.00	0.00	0.00	0.00	0.00	0.00

Condensed Board Summary Report

Fund: 10
 From 02/01/2024 To 02/29/2024
 Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
4600	GENERAL FUND - EXISTING BLDG IMPROVE						
400	PURCHASED PROPERTY SVC	1,143,636.00	89,886.46	434,518.10	0.00	709,117.90	37.99
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
	SUB FUNCTION TOTAL	1,143,636.00	89,886.46	434,518.10	0.00	709,117.90	37.99
5100	GENERAL FUND - OTHER EXPEND & FINANCE						
800	OTHER OBJECTS	20,468.00	4,601.15	20,102.98	307.34	57.68	99.72
900	OTHER USES OF FUNDS	930,018.00	2,918.17	918,345.34	11,672.66	0.00	100.00
	SUB FUNCTION TOTAL	950,486.00	7,519.32	938,448.32	11,980.00	57.68	99.99
5200	GENERAL FUND - FUND TRANSFERS						
900	OTHER USES OF FUNDS	326,575.00	107,262.50	326,575.00	0.00	0.00	100.00
	SUB FUNCTION TOTAL	326,575.00	107,262.50	326,575.00	0.00	0.00	100.00
5400	GENERAL FUND - INTRAFUND TRANSFERS OUT						
000		0.00	0.00	0.00	0.00	0.00	0.00
	SUB FUNCTION TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
5800	GENERAL FUND - SUSPENSE ACCOUNT						
100	PERSONNEL SERV-SALARIES	0.00	0.00	0.00	0.00	0.00	0.00
200	PERSONNEL EMPL BENEFITS	0.00	(4,034.93)	(6,533.73)	1.00	6,532.73	0.00
	SUB FUNCTION TOTAL	0.00	(4,034.93)	(6,533.73)	1.00	6,532.73	0.00
5900	GENERAL FUND - BUDGETARY RESERVE						
800	OTHER OBJECTS	75,000.00	0.00	0.00	0.00	75,000.00	0.00
	SUB FUNCTION TOTAL	75,000.00	0.00	0.00	0.00	75,000.00	0.00
6100	GENERAL FUND - TAXES LEVIED BY THE LEA						
000		(5,813,914.00)	(169,804.04)	(5,442,766.18)	0.00	(371,147.82)	93.62
	SUB FUNCTION TOTAL	(5,813,914.00)	(169,804.04)	(5,442,766.18)	0.00	(371,147.82)	93.62

Condensed Board Summary Report

Fund: 10
From 02/01/2024 To 02/29/2024
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
6400	GENERAL FUND - DELINQUENCIES TAXES LEV						
000		(227,237.00)	(38,031.63)	(91,595.32)	0.00	(135,641.68)	40.31
	SUB FUNCTION TOTAL	(227,237.00)	(38,031.63)	(91,595.32)	0.00	(135,641.68)	40.31
6500	GENERAL FUND - EARNINGS ON INVESTMENTS						
000		(50,000.00)	(21,221.53)	(161,950.94)	0.00	111,950.94	323.90
	SUB FUNCTION TOTAL	(50,000.00)	(21,221.53)	(161,950.94)	0.00	111,950.94	323.90
6700	GENERAL FUND - REV FROM STUDENT ACT						
000		(39,300.00)	(3,993.00)	(61,208.76)	0.00	21,908.76	155.75
	SUB FUNCTION TOTAL	(39,300.00)	(3,993.00)	(61,208.76)	0.00	21,908.76	155.75
6800	GENERAL FUND - REV FROM INTERMEDIATE						
000		(245,677.00)	0.00	(86,435.57)	0.00	(159,241.43)	35.18
	SUB FUNCTION TOTAL	(245,677.00)	0.00	(86,435.57)	0.00	(159,241.43)	35.18
6900	GENERAL FUND - OTHER REV FROM LOCAL						
000		(213,342.00)	(2,865.53)	(187,657.71)	0.00	(25,684.29)	87.96
	SUB FUNCTION TOTAL	(213,342.00)	(2,865.53)	(187,657.71)	0.00	(25,684.29)	87.96
7100	GENERAL FUND - BASIC INSTRUCT & OPER						
000		(7,515,278.00)	(1,093,079.06)	(4,413,078.92)	0.00	(3,102,199.08)	58.72
	SUB FUNCTION TOTAL	(7,515,278.00)	(1,093,079.06)	(4,413,078.92)	0.00	(3,102,199.08)	58.72
7200	GENERAL FUND - SUBSIDIES SPECIAL ED						
000		(946,546.00)	0.00	(572,264.00)	0.00	(374,282.00)	60.46
	SUB FUNCTION TOTAL	(946,546.00)	0.00	(572,264.00)	0.00	(374,282.00)	60.46
7300	GENERAL FUND - SUBSIDIES NON-ED PGMS						
000		(1,113,557.00)	(5,327.31)	(829,510.76)	0.00	(284,046.24)	74.49

Condensed Board Summary Report

Fund: 10
From 02/01/2024 To 02/29/2024
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
7500	GENERAL FUND - EXTRA GRANTS						
000							
	SUB FUNCTION TOTAL	(1,113,557.00)	(5,327.31)	(829,510.76)	0.00	(284,046.24)	74.49
7800	GENERAL FUND - SUBSIDIES ST PAID BENE						
000							
	SUB FUNCTION TOTAL	(239,259.00)	0.00	(239,259.00)	0.00	0.00	100.00
8500	GENERAL FUND - RESTRICT GRANTS-IN-AID						
000							
	SUB FUNCTION TOTAL	(1,834,743.00)	(97,371.06)	(293,753.31)	0.00	(1,540,989.69)	16.01
8600	GENERAL FUND - RESTRICT GRANTS-IN-AID						
000							
	SUB FUNCTION TOTAL	(308,657.00)	(76,099.41)	(158,407.93)	0.00	(150,249.07)	51.32
8700	GENERAL FUND - RESTRICT GRANTS-IN-AID						
000							
	SUB FUNCTION TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
8800	GENERAL FUND - MED ASSIST REIMBURSE						
000							
	SUB FUNCTION TOTAL	(1,765,633.00)	(131,953.74)	(446,185.87)	0.00	(1,319,447.13)	25.27
9200	GENERAL FUND - PROCEEDS EXTENDED TERM						
000							
	SUB FUNCTION TOTAL	(72,000.00)	0.00	(826.60)	0.00	(71,173.40)	1.15
9300	GENERAL FUND - INTERFUND TRANSFERS						
	SUB FUNCTION TOTAL	0.00	0.00	0.00	0.00	0.00	0.00

Condensed Board Summary Report

Fund: 10
From 02/01/2024 To 02/29/2024
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
000		0.00	0.00	0.00	0.00	0.00	0.00
	SUB FUNCTION TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
9400	GENERAL FUND - SALE OF FIXED ASSETS						
000		0.00	0.00	0.00	0.00	0.00	0.00
	SUB FUNCTION TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
9900							
000		0.00	0.00	0.00	0.00	0.00	0.00
	SUB FUNCTION TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
Fund 10 Totals							
	Total Expenditure	19,225,041.00	1,630,354.55	10,460,905.63	306,437.91	8,457,697.46	56.01
	Total Other Expenditure	1,352,061.00	110,746.89	1,258,489.59	11,981.00	81,590.41	93.97
	Total Revenue	(20,385,143.00)	(1,639,746.31)	(12,984,900.87)	0.00	(7,400,242.13)	63.70
	Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
		191,959.00	101,355.13	(1,265,505.65)	318,418.91	1,139,045.74	

Condensed Board Summary Report

Grand Totals	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
Total Expenditure	19,225,041.00	1,630,354.55	10,460,905.63	306,437.91	8,457,697.46	56.01
Total Other Expenditure	1,352,061.00	110,746.89	1,258,489.59	11,981.00	81,590.41	93.97
Total Revenue	(20,385,143.00)	(1,639,746.31)	(12,984,900.87)	0.00	(7,400,242.13)	63.70
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	191,959.00	101,355.13	(1,265,505.65)	318,418.91	1,139,045.74	

**SHARPSVILLE AREA SCHOOL DISTRICT
TREASURER'S REPORT
CAPITAL RESERVE ACCOUNT**

FEBRUARY 29, 2024

	MONTH-TO-DATE	YEAR-TO-DATE
FUNDS AVAILABLE JANUARY 31, 2024	\$119,426.07	\$94,687.46
RECEIPTS - FEBRUARY		
2/29/2024 FEBRUARY INTEREST	<u>426.95</u>	
TOTAL RECEIPTS - FEBRUARY	426.95	110,504.81
DISBURSEMENTS - FEBRUARY		
NO DISBURSEMENTS		
TOTAL DISBURSEMENTS FEBRUARY	<u>0.00</u>	<u>85,339.25</u>
FUNDS AVAILABLE FEBRUARY 29, 2024	\$119,853.02	\$119,853.02

SUMMARY OF CAPITAL RESERVE FUNDS

CHECKING (CURRENT INTEREST RATE: .65%)	15.38	
MONEY MARKET ACCOUNT (CURRENT INTEREST RATE: 4.59%)	<u>119,837.64</u>	
FUNDS AVAILABLE FEBRUARY 29, 2024		\$119,853.02

STUDENT ACTIVITY ACCOUNT SUMMARY
Fund: 81 - ACTIVITY FUND From 02/01/2024 to 02/29/2024

Activity Account	Beginning Balance	Receipts	Expended	Adjustments	Transfer Amends	Ending Balance
81-0496-000-00-800-000-0000-2022						
2022 - CLASS OF 2022	38.06	0.00	0.00	0.00	0.00	38.06
81-0496-000-00-800-000-0000-2023						
2023 - CLASS OF 2023	1,736.63	0.00	0.00	0.00	0.00	1,736.63
81-0496-000-00-800-000-0000-2024						
2024 - CLASS OF 2024	6,387.92	859.00	(189.15)	0.00	0.00	7,057.77
81-0496-000-00-800-000-0000-2025						
2025 - CLASS OF 2025	3,754.27	0.00	(350.00)	0.00	0.00	3,404.27
81-0496-000-00-800-000-0000-2026						
2026 - CLASS OF 2026	1,774.28	0.00	0.00	0.00	0.00	1,774.28
81-0496-000-00-800-000-0000-BOOK						
BOOK - BOOK CLUB	108.00	0.00	0.00	0.00	0.00	108.00
81-0496-000-00-800-000-0000-CHES						
CHES - CHES	540.83	0.00	0.00	0.00	0.00	540.83
81-0496-000-00-800-000-0000-CHOI						
CHOI - CHOIR	4,097.55	0.00	0.00	0.00	0.00	4,097.55
81-0496-000-00-800-000-0000-DADV						
DADV - DEVILS ADVOCATE	107.34	0.00	0.00	0.00	0.00	107.34
81-0496-000-00-800-000-0000-DLOG						
DLOG - DEVILS LOG	3,596.33	2,387.10	0.00	0.00	0.00	5,983.43
81-0496-000-00-800-000-0000-FACH						
FACH - FALL CHEER	720.79	0.00	(240.00)	0.00	0.00	480.79
81-0496-000-00-800-000-0000-FCCL						
FCCL - FAM CAREER & COM LEADER	1,225.68	0.00	0.00	0.00	0.00	1,225.68

STUDENT ACTIVITY ACCOUNT SUMMARY

Fund: 81 - ACTIVITY FUND From 02/01/2024 to 02/29/2024

Activity Account	Beginning Balance	Receipts	Expended	Adjustments	Transfer Amends	Ending Balance
81-0496-000-000-800-000-000-INTE INTE - INTEREST	406.06	0.00	0.00	0.00	0.00	406.06
81-0496-000-000-800-000-000-NHEL NHEL - NATURAL HELPERS	357.40	0.00	0.00	0.00	0.00	357.40
81-0496-000-000-800-000-000-NHSH NHSH - NATIONAL HONOR SOCIETY	197.55	0.00	0.00	0.00	0.00	197.55
81-0496-000-000-800-000-000-PEPB PEPB - PEP BAND	228.00	0.00	0.00	0.00	0.00	228.00
81-0496-000-000-800-000-000-ROBO ROBO - ROBOTICS CLUB	56.18	0.00	0.00	0.00	0.00	56.18
81-0496-000-000-800-000-000-SCIE SCIE - SCIENCE CLUB	536.80	0.00	0.00	0.00	0.00	536.80
81-0496-000-000-800-000-000-SPAN SPAN - SPANISH CLUB	1,227.13	0.00	0.00	0.00	0.00	1,227.13
81-0496-000-000-800-000-000-STUC STUC - STUDENT COUNCIL	1,436.83	33.76	0.00	0.00	0.00	1,470.59
81-0496-000-000-800-000-000-TECH TECH - TECHNOLOGY CLUB	229.75	0.00	0.00	0.00	0.00	229.75
81-0496-000-000-800-000-000-TEEN TEEN - TEENS THAT CARE	3,204.59	0.00	0.00	0.00	0.00	3,204.59
81-0496-000-000-800-000-000-THES THES - THESPIANS	26,738.10	2,900.00	(7,340.70)	0.00	0.00	22,297.40
81-0496-000-000-800-000-000-TRAC TRAC - TRACK CLUB	1,695.30	0.00	0.00	0.00	0.00	1,695.30

STUDENT ACTIVITY ACCOUNT SUMMARY
Fund: 81 - ACTIVITY FUND From 02/01/2024 to 02/29/2024

Activity Account	Beginning Balance	Receipts	Expended	Adjustments	Transfer Amends	Ending Balance
81-0496-000-00-800-000-0000-UNIS						
UNIS - UNIFIED SPORTS	2,034.37	277.00	(714.68)	0.00	0.00	1,596.69
81-0496-000-000-00-800-000-0000-WICH						
WICH - WINTER CHEER	687.75	1,410.00	(2,048.00)	0.00	0.00	49.75
INSTRUCTIONAL ORG 00 TOTALS	63,123.49	7,866.86	(10,882.53)	0.00	0.00	60,107.82
FUND 81 TOTALS	63,123.49	7,866.86	(10,882.53)	0.00	0.00	60,107.82
GRAND TOTALS	63,123.49	7,866.86	(10,882.53)	0.00	0.00	60,107.82

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND 2022 - CLASS OF 2022

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-2022					
					0.00
				Beginning Balance:	38.06
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	38.06

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND 2023 - CLASS OF 2023

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-00-800-000-000-2023					
					0.00
					1,736.63
				Beginning Balance:	0.00
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	1,736.63

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND 2024 - CLASS OF 2024

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-2024					
02/20/2024	RV4218900001			CLASS OF 2024	150.00
02/20/2024	RV4218900008			CLASS OF 2024	449.00
02/26/2024	AP4218400005	MCCONAJUL - JULIA MCCONAHY	0000005199	CLASS OF 2024	(189.15)
02/27/2024	RV4218900017			CLASS OF 2024	60.00
02/27/2024	RV4218900019			CLASS OF 2024	200.00
					<u>669.85</u>
Beginning Balance:					<u>6,387.92</u>
Receipts:					<u>859.00</u>
Expended:					<u>(189.15)</u>
Adjustments:					<u>0.00</u>
Transfer Amends:					<u>0.00</u>
Ending Balance:					<u>7,057.77</u>

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND 2025 - CLASS OF 2025

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-2025					
02/26/2024	AP4218400004	SASDACT - SHARPSVILLE AREA SCHOOL DIST.	00000005200	CLASS OF 2025	(350.00)
					(350.00)
				Beginning Balance:	3,754.27
				Receipts:	0.00
				Expended:	(350.00)
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	3,404.27

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND 2026 - CLASS OF 2026

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-00-800-000-000-2026					
				Beginning Balance:	1,774.28
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	1,774.28

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND BOOK - BOOK CLUB

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-BOOK					
				Beginning Balance:	
				Receipts:	0.00
				Expended:	108.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	0.00
					108.00

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND CHES - CHES

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-CHES					
					0.00
					540.83
				Beginning Balance:	0.00
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	540.83

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND CHOI - CHOIR

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-CHOI					
					0.00
				Beginning Balance:	4,097.55
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	4,097.55

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND DADV - DEVILS ADVOCATE

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-DADV					
					0.00
					0.00
				Beginning Balance:	107.34
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	107.34

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND DLOG - DEVILS LOG

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-DLOG					
02/05/2024	RV4206500002			DEVIL'S LOG	50.00
02/05/2024	RV4206500001			DEVIL'S LOG	827.00
02/20/2024	RV4218900010			DEVIL'S LOG	50.00
02/20/2024	RV4218900009			DEVIL'S LOG	120.00
02/20/2024	RV4218900012			DEVIL'S LOG	525.00
02/20/2024	RV4218900011			DEVIL'S LOG	815.10
					<u>2,387.10</u>
					<u>3,596.33</u>
Beginning Balance:					
Receipts:					
Expended:					
Adjustments:					0.00
Transfer Amends:					0.00
Ending Balance:					0.00
					<u>5,983.43</u>

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND FACH - FALL CHEER

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-FACH					
02/27/2024	AP4218700001	SPORTIGO - GPSA	00000005201	FALL CHEERLEADERS	(240.00)
					(240.00)
				Beginning Balance:	720.79
				Receipts:	0.00
				Expended:	(240.00)
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	480.79

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND FCCL - FAM CAREER & COM LEADER

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-FCCL					
					0.00
				Beginning Balance:	1,225.68
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	1,225.68

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND INTE - INTEREST

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-INTE					
					0.00
				Beginning Balance:	406.06
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	406.06

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND NHEL - NATURAL HELPERS

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-NHEL					
					0.00
				Beginning Balance:	357.40
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	357.40

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND NHSO - NATIONAL HONOR SOCIETY

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-NHSO					
					0.00
				Beginning Balance:	197.55
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	197.55

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND PEPB - PEP BAND

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-PEPB					
				Beginning Balance:	228.00
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	228.00

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND ROBO - ROBOTICS CLUB

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-ROBO					
				Beginning Balance:	0.00
				Receipts:	56.18
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	56.18

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND SCIE - SCIENCE CLUB

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-SCIE					
				Beginning Balance:	536.80
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	536.80

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND SPAN - SPANISH CLUB

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-00-800-000-000-SPAN					
					0.00
				Beginning Balance:	1,227.13
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	1,227.13

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND STUC - STUDENT COUNCIL

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-00-800-000-000-STUC					
02/29/2024	RV4227500001			FEBRUARY BANK INTEREST	33.76
					33.76
				Beginning Balance:	1,436.83
				Receipts:	33.76
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	1,470.59

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND TECH - TECHNOLOGY CLUB

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-TECH					
					0.00
				Beginning Balance:	229.75
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	229.75

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND TEEN - TEENS THAT CARE

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-TEEN					
					0.00
				Beginning Balance:	3,204.59
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	3,204.59

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND THES - THESPIANS

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-THES					
02/05/2024	RV42065000003			THESPIANS	2,075.00
02/07/2024	AP4208700001	FERENCJO - JOHN FERENCE	0000005193	THESPIANS	(1,700.86)
02/07/2024	AP4208700002	MINUTEPR - MINUTEMAN PRESS	0000005194	THESPIANS	(81.38)
02/20/2024	RV4218900013			THESPIANS	510.00
02/26/2024	AP4218400003	FERENCJO - JOHN FERENCE	0000005197	THESPIANS	(1,463.46)
02/26/2024	AP4218400001	HOUCKCA - CAROL HOUCK	0000005198	THESPIANS	(320.00)
02/26/2024	AP4218400002	HOUCKCA - CAROL HOUCK	0000005198	THESPIANS	(200.00)
02/27/2024	RV4218900015			THESPIANS	315.00
02/29/2024	AP4220200001	WILLIASE - SEAN WILLIAMS	0000005214	THESPIANS	(275.00)
02/29/2024	AP4220200002	CLINERACH - RACHEL CLINE	0000005202	THESPIANS	(275.00)
02/29/2024	AP4220200003	GREGGJANE - JANE GREGG	0000005204	THESPIANS	(275.00)
02/29/2024	AP4220200004	HADDOXBRC - BRIAN C. HADDOX	0000005205	THESPIANS	(275.00)
02/29/2024	AP4220200005	KAUFMABR - BRANDON KAUFMAN	0000005207	THESPIANS	(275.00)
02/29/2024	AP4220200006	MASTRAJO - JORDAN MASTRANGELO	0000005208	THESPIANS	(275.00)
02/29/2024	AP4220200007	MURRAYMA - MAUREEN MURRAY-JAKLIC	0000005209	THESPIANS	(275.00)
02/29/2024	AP4220200008	RORABAKEV - KEVIN RORABAUGH	0000005212	THESPIANS	(275.00)
02/29/2024	AP4220200009	HRITZDENN - DENNIS HRITZ	0000005206	THESPIANS	(275.00)
02/29/2024	AP4220200010	FREEMAJUL - JULIE FREEMAN-KERR	0000005203	THESPIANS	(275.00)
02/29/2024	AP4220200011	ORPENCARL - CARLYN ORPEN	0000005210	THESPIANS	(275.00)
02/29/2024	AP4220200012	WALTERROB - ROB WALTERS	0000005213	THESPIANS	(275.00)
02/29/2024	AP4220200013	PAOLETJAM - JAMIE PAOLETTA	0000005211	THESPIANS	(275.00)
Beginning Balance:					(4,440.70)
					26,738.10

STUDENT ACTIVITY STATEMENT

Receipts:	2,900.00
Expended:	(7,340.70)
Adjustments:	0.00
Transfer Amends:	0.00
Ending Balance:	22,297.40

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND TRAC - TRACK CLUB

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-TRAC					
				Beginning Balance:	1,695.30
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	1,695.30

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND UNIS - UNIFIED SPORTS

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-UNIS					
02/01/2024	AP4206000001	SPRINGCUR - CURT SPRINGER	0000005191	UNIFIED SPORTS	(237.75)
02/01/2024	AP4206000002	SPRINGDE - DEJAH SPRINGER	0000005192	UNIFIED SPORTS	(81.93)
02/05/2024	RV4206500005			UNIFIED SPORTS	23.00
02/05/2024	RV4206500004			UNIFIED SPORTS	123.00
02/15/2024	AP4215900001	DAFFINCA - DAFFIN'S CANDIES	0000005195	UNIFIED SPORTS	(360.00)
02/15/2024	AP4215900002	MEIGHEAMY - AMY MEIGHEN	0000005196	UNIFIED SPORTS	(35.00)
02/20/2024	RV4218900003			UNIFIED SPORTS	6.00
02/20/2024	RV4218900002			UNIFIED SPORTS	12.00
02/20/2024	RV4218900004			UNIFIED SPORTS	14.00
02/20/2024	RV4218900006			UNIFIED SPORTS	18.00
02/20/2024	RV4218900007			UNIFIED SPORTS	18.00
02/20/2024	RV4218900005			UNIFIED SPORTS	29.00
02/27/2024	RV4218900016			UNIFIED SPORTS	14.00
02/27/2024	RV4218900018			UNIFIED SPORTS	20.00
					(437.68)
Beginning Balance:					2,034.37
Receipts:					277.00
Expended:					(714.68)
Adjustments:					0.00
Transfer Amends:					0.00
Ending Balance:					1,596.69

From 02/01/2024 to 02/29/2024

Fund: 81 - ACTIVITY FUND WICH - WINTER CHEER

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-WICH					
02/01/2024	AP4206000003	DAFFINCA - DAFFIN'S CANDIES	0000005190	WINTER CHEERLEADERS	(648.00)
02/05/2024	RV4206500006			WINTER CHEERLEADERS	108.00
02/27/2024	AP4218700002	SPORTIGO - GPSA	0000005201	WINTER CHEERLEADERS	(1,400.00)
02/27/2024	RV4218900014			WINTER CHEERLEADERS	1,302.00
					(638.00)
Beginning Balance:					687.75
Receipts:					1,410.00
Expended:					(2,048.00)
Adjustments:					0.00
Transfer Amends:					0.00
Ending Balance:					49.75

Fund 81 - ACTIVITY FUND						
Beginning Balance		Receipts		Expended		Ending Balance
02/01/2024						02/29/2024
Fund Totals:		63,123.49	7,866.86	(10,882.53)	0.00	60,107.82
Beginning Balance		Receipts		Expended		Ending Balance
02/01/2024						02/29/2024
Grand Totals:		63,123.49	7,866.86	(10,882.53)	0.00	60,107.82

SHARPSVILLE AREA SCHOOL DISTRICT

Bank Reconciliation Detail FINALIZED 3/12/2024 1:53:51 PM

Bank Account ID: HS Statement Date: 02/29/2024

Type	Date	Number	Payee / Desc	Clr	Amount	Balance
Bank Statement Beginning Balance as of 02/01/2024						63,842.59
Cleared Payments and Other Debits						
CK	01/11/2024	0000005188	JENNIFER LEARY	Y	(78.50)	
CK	01/23/2024	0000005147	DAFFIN'S CANDIES	Y	(90.00)	
CK	01/23/2024	0000005149	VALLEY SILK SCREENIN	Y	(544.60)	
CK	02/01/2024	0000005190	DAFFIN'S CANDIES	Y	(648.00)	
CK	02/01/2024	0000005191	CURT SPRINGER	Y	(237.75)	
CK	02/01/2024	0000005192	DEJAH SPRINGER	Y	(81.93)	
CK	02/07/2024	0000005193	JOHN FERENCE	Y	(1,700.86)	
CK	02/07/2024	0000005194	MINUTEMAN PRESS	Y	(81.38)	
CK	02/15/2024	0000005195	DAFFIN'S CANDIES	Y	(360.00)	
CK	02/15/2024	0000005196	AMY MEIGHEN	Y	(35.00)	
CK	02/26/2024	0000005198	CAROL HOUCK	Y	(520.00)	
Total Cleared Payments and Other Debits - 11 Items					(4,378.02)	
Cleared Deposits and Other Credits						
DEP	02/05/2024	HS02052024		Y	3,206.00	
DEP	02/20/2024	HS02282024		Y	2,716.10	
DEP	02/27/2024	HS02272024		Y	315.00	
DEP	02/27/2024	HS02292024		Y	1,596.00	
INT	02/29/2024	HS02292024		Y	33.76	
Total Cleared Deposits and Other Credits - 5 Items					7,866.86	
Bank Statement Ending Balance as of 02/29/2024						67,331.43
Cleared Ending Balance						67,331.43
Difference						0.00
Outstanding Payments and Other Debits						
CK	01/24/2024	0000005151	CYBELLE PERIERA	N	(6.00)	
CK	02/26/2024	0000005197	JOHN FERENCE	N	(1,463.46)	
CK	02/26/2024	0000005199	JULIA MCCONAHY	N	(189.15)	
CK	02/26/2024	0000005200	SHARPSVILLE AREA SCH	N	(350.00)	
CK	02/27/2024	0000005201	GPSA	N	(1,640.00)	
CK	02/29/2024	0000005202	RACHEL CLINE	N	(275.00)	
CK	02/29/2024	0000005203	JULIE FREEMAN-KERR	N	(275.00)	
CK	02/29/2024	0000005204	JANE GREGG	N	(275.00)	
CK	02/29/2024	0000005205	BRIAN C. HADDOX	N	(275.00)	
CK	02/29/2024	0000005206	DENNIS HRITZ	N	(275.00)	
CK	02/29/2024	0000005207	BRANDON KAUFMAN	N	(275.00)	

SHARPSVILLE AREA SCHOOL DISTRICT

Bank Reconciliation Detail FINALIZED 3/12/2024 1:53:51 PM

Bank Account ID: HS Statement Date: 02/29/2024

Type	Date	Number	Payee / Desc	Clr	Amount	Balance
Bank Statement Ending Balance as of 02/29/2024						67,331.43
Cleared Ending Balance						67,331.43
Difference						0.00
Outstanding Payments and Other Debits						
CK	02/29/2024	0000005208	JORDAN MASTRANGELO	N	(275.00)	
CK	02/29/2024	0000005209	MAUREEN MURRAY-JAKLI	N	(275.00)	
CK	02/29/2024	0000005210	CARLYN ORPEN	N	(275.00)	
CK	02/29/2024	0000005211	JAMIE PAOLETTA	N	(275.00)	
CK	02/29/2024	0000005212	KEVIN RORABAUGH	N	(275.00)	
CK	02/29/2024	0000005213	ROB WALTERS	N	(275.00)	
CK	02/29/2024	0000005214	SEAN WILLIAMS	N	(275.00)	
Total Outstanding Payments and Other Debits - 18 Items					(7,223.61)	
Outstanding Deposits and Other Credits						
Total Outstanding Deposits and Other Credits - 0 Items					0.00	
Balance as of 02/29/2024						60,107.82
Voided This Statement Period						
Total Voided This Statment Period - 0 Items					0.00	

SHARPSVILLE AREA SCHOOL DISTRICT

Bank Reconciliation Summary FINALIZED 3/12/2024 1:53:51 PM

Bank Account ID: HS Statement Date: 02/29/2024

Bank Statement Beginning Balance as of 02/01/2024	63,842.59
Cleared Transactions	
Payments and Other Debits - 11 Items	(4,378.02)
Deposits and Other Credits - 5 Items	7,866.86
Bank Statement Ending Balance as of 02/29/2024	67,331.43
Cleared Ending Balance	67,331.43
Difference	0.00
Outstanding Transactions	
Payments and Other Debits - 18 Items	(7,223.61)
Deposits and Other Credits - 0 Items	0.00
Balance as of 02/29/2024	60,107.82
Voided This Statement Period - 0 Items	0.00

STUDENT ACTIVITY ACCOUNT SUMMARY

Fund: 82 - MS ACTIVITY FUND From 02/01/2024 to 02/29/2024

Activity Account	Beginning Balance	Receipts	Expended	Adjustments	Transfer Amends	Ending Balance
82-0496-000-00-000-000-000-MSCH						
MSCH - MS CHEERLEADING	1,053.55	0.00	0.00	0.00	0.00	1,053.55
82-0496-000-00-000-000-000-MSNH						
MSNH - MS NJHS	1,030.04	259.06	(227.75)	0.00	0.00	1,061.35
82-0496-000-00-000-000-000-MSST						
MSST - MS STUDENT COUNCIL	2,307.58	193.32	(20.12)	0.00	0.00	2,480.78
82-0496-000-00-000-000-000-MSYB						
MSYB - MS YEARBOOK	1.72	0.00	0.00	0.00	0.00	1.72
INSTRUCTIONAL ORG 00 TOTALS	4,392.89	452.38	(247.87)	0.00	0.00	4,597.40
FUND 82 TOTALS	4,392.89	452.38	(247.87)	0.00	0.00	4,597.40
GRAND TOTALS	4,392.89	452.38	(247.87)	0.00	0.00	4,597.40

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 82 - MS ACTIVITY FUND MSCH - MS CHEERLEADING

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
82-0496-000-00-000-000-000-MSCH					
					0.00
				Beginning Balance:	1,053.55
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	1,053.55

STUDENT ACTIVITY STATEMENT
From 02/01/2024 to 02/29/2024
Fund: 82 - MS ACTIVITY FUND MSNH - MS NJHS

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
82-0496-000-000-000-000-MSNH					
02/07/2024	AP4208900001	AMERICHEA - AMERICAN HEART ASSOCIATION	0000001301	MS NATL JR HONOR SOCIETY	(600.00)
02/07/2024	OD4222700001	AMERICHEA - AMERICAN HEART ASSOCIATION	0000001301	MS NATL JR HONOR SOCIETY	600.00
02/20/2024	OD4216200001	SHARPSFLS - SHARPSVILLE FLORAL SHOP	0000001303	SMS Honor Society-Valentine carnation sales	(152.75)
02/20/2024	AP4216400001	CRISISSSL - CRISIS SHELTER OF LAWRENCE COUNTY	0000001304	MS NATL JR HONOR SOCIETY	(75.00)
02/22/2024	RV4218600001			MS NATL JR HONOR SOCIETY	15.00
02/22/2024	RV4218600002			MS NATL JR HONOR SOCIETY	24.06
02/22/2024	RV4218600003			MS NATL JR HONOR SOCIETY	220.00
					31.31
					1,030.04
				Beginning Balance:	
				Receipts:	259.06
				Expended:	(227.75)
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	1,061.35

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 82 - MS ACTIVITY FUND MSST - MS STUDENT COUNCIL

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
82-0496-000-00-000-000-000-MSST					
02/07/2024	AP4208900002	NESPORMI - MICHELE NESPOR	0000001302	MS STUDENT COUNCIL	(20.12)
02/22/2024	RV4218600004			MS STUDENT COUNCIL	191.00
02/29/2024	RV4227400001			Feb 2024 bank interest	2.32
					173.20
				Beginning Balance:	2,307.58
				Receipts:	193.32
				Expended:	(20.12)
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	2,480.78

STUDENT ACTIVITY STATEMENT

From 02/01/2024 to 02/29/2024

Fund: 82 - MS ACTIVITY FUND MSYB - MS YEARBOOK

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
82-0496-000-000-000-000-MSYB					
				Beginning Balance:	1.72
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Transfer Amends:	0.00
				Ending Balance:	1.72

Fund 82 - MS ACTIVITY FUND

Beginning Balance	02/01/2024				Ending Balance
Fund Totals:	4,392.89	Receipts	452.38	Expended	(247.87)
				Adjustments	0.00
				Transfer Amends	0.00
					4,597.40
Beginning Balance	02/01/2024				Ending Balance
Grand Totals:	4,392.89	Receipts	452.38	Expended	(247.87)
				Adjustments	0.00
				Transfer Amends	0.00
					4,597.40

SHARPSVILLE AREA SCHOOL DISTRICT

Bank Reconciliation Detail FINALIZED 3/12/2024 1:59:24 PM

Bank Account ID: MS Statement Date: 02/29/2024

Type	Date	Number	Payee / Desc	Clr	Amount	Balance
Bank Statement Beginning Balance as of 02/01/2024						4,392.89
Cleared Payments and Other Debits						
CK	02/07/2024	0000001302	MICHELE NESPOR	Y	(20.12)	
CK	02/20/2024	0000001303	SHARPSVILLE FLORAL S	Y	(152.75)	
Total Cleared Payments and Other Debits - 2 Items					(172.87)	
Cleared Deposits and Other Credits						
DEP	02/22/2024	MS02262024		Y	450.06	
INT	02/29/2024	MS03122024		Y	2.32	
Total Cleared Deposits and Other Credits - 2 Items					452.38	
Bank Statement Ending Balance as of 02/29/2024						4,672.40
Cleared Ending Balance						4,672.40
Difference						0.00
Outstanding Payments and Other Debits						
CK	02/20/2024	0000001304	CRISIS SHELTER OF LA	N	(75.00)	
Total Outstanding Payments and Other Debits - 1 Items					(75.00)	
Outstanding Deposits and Other Credits						
Total Outstanding Deposits and Other Credits - 0 Items					0.00	
Balance as of 02/29/2024						4,597.40
Voided This Statement Period						
CK	02/07/2024	0000001301	AMERICAN HEART ASSOC	Y	(600.00)	
Total Voided This Statment Period - 1 Items					(600.00)	

SHARPSVILLE AREA SCHOOL DISTRICT

Bank Reconciliation Summary FINALIZED 3/12/2024 1:59:24 PM

Bank Account ID: MS Statement Date: 02/29/2024

Bank Statement Beginning Balance as of 02/01/2024	4,392.89
Cleared Transactions	
Payments and Other Debits - 2 Items	(172.87)
Deposits and Other Credits - 2 Items	452.38
Bank Statement Ending Balance as of 02/29/2024	4,672.40
Cleared Ending Balance	4,672.40
Difference	0.00
Outstanding Transactions	
Payments and Other Debits - 1 Items	(75.00)
Deposits and Other Credits - 0 Items	0.00
Balance as of 02/29/2024	4,597.40
Voided This Statement Period - 1 Items	(600.00)

**SHARPSVILLE AREA SCHOOL DISTRICT
CAFETERIA REPORT**

FEBRUARY 2024

	BUDGET	MONTH	BUDGET TO DATE	YEAR TO DATE
Beginning Cash Balance		\$221,439.99		\$188,227.21
Revenues:				
Lunch/Breakfast/A La Carte	122,356	13,861.65	73,484	79,224.55
Adult Lunches	10,000	945.20	6,006	5,644.00
Special Functions	49,722	2,901.04	29,863	32,562.73
State Subsidy	15,114	5,409.32	14,524	26,531.78
Social Security Subsidy	11,288	1,166.94	7,378	6,001.93
Retirement Subsidy	41,049	2,597.14	26,831	15,140.78
Federal Subsidy	351,271	42,797.86	227,545	237,722.64
Transfers In-General Fund	-	-	-	-
Interest	2,515	789.97	1,644	6,116.64
Other	-	-	-	-
Account's Receivable	<u>-</u>	<u>25.99</u>	<u>-</u>	<u>24,944.46</u>
Total Revenues	603,315	70,495.11	387,275	433,889.51
Expenditures:				
Wages	205,244	21,037.33	126,068	108,202.54
Employee Benefits	70,292	5,191.13	54,030	29,183.34
FMSC Expenses	342,750	38,318.04	225,390	222,212.75
Substitute Service	4,000	-	-	514.50
Other Expenses	1,797	-	3,789	15,097.45
Accounts Payable	<u>-</u>	<u>-</u>	<u>-</u>	<u>19,517.54</u>
Total Expenditures	<u>624,083</u>	<u>\$64,546.50</u>	<u>409,277</u>	<u>\$394,728.12</u>
Ending Cash Balance	<u>(20,768)</u>	<u>227,388.60</u>	<u>(22,002)</u>	<u>\$227,388.60</u>

Total Distribution of Cafeteria Funds:

Checking	5,905.71
PLGIT	<u>221,482.89</u>
Total	227,388.60



Book	Policy Manual
Section	600 Finances
Title	Purchases Subject to Bid/Quotation
Code	610
Status	First Reading
Legal	<u>1. 24 P.S. 751</u> <u>2. 24 P.S. 807.1</u> <u>3. 24 P.S. 120</u> <u>4. 62 Pa. C.S.A. 4602</u> <u>5. 62 Pa. C.S.A. 4603</u> <u>6. 62 Pa. C.S.A. 4604</u> <u>62 Pa. C.S.A. 4601 et seq</u>
Adopted	January 22, 2008
Last Revised	August 21, 2023
Prior Revised Dates	04/22/2014; 4/19/2022

Authority

It is the policy of the Board to obtain competitive bids and price quotations for products and services where such bids or quotations are required by law or may result in monetary savings to the school district.^{[1][2]}

Guidelines

The amounts contained in this policy regarding competitive bid and price quotation requirements are subject to adjustments based on the Consumer Price Index.^{[1][2][3]}

Competitive Bids

When seeking competitive bids, the Board shall advertise once a week for three (3) weeks in not less than two (2) newspapers of general circulation.^{[1][2]}

After due public notice advertising for competitive bids, the Board shall be authorized to:

1. Purchase furniture, equipment, school supplies and appliances costing a base amount of \$23,200 or more, unless exempt by law.^[2]

2. Contract for construction, reconstruction, repairs, maintenance or work on any school building or property having a total cost or value of more than \$23,200, unless exempt by law.[1]

The Board prohibits the practice of splitting purchases to avoid advertising and bidding requirements.[1][2]

With kind, quality and material being equal, the bid of the lowest responsible bidder meeting bid specifications shall be accepted upon resolution of the Board, unless the Board chooses to reject all bids.[1][2]

The Board recognizes that emergencies may occur when imminent danger exists to persons or property or continuance of existing school classes is threatened, and time for bidding cannot be provided because of the need for immediate action. Bidding decisions in the event of such emergencies shall be made in accordance with existing legal requirements.[1]

Electronic Bidding

The Board shall receive bids electronically for competitive contracts, except for construction and design services, in compliance with applicable laws and Board policy.[4][5]

The district shall electronically maintain the confidentiality of the bid until the bid opening.[5]

Competitive Electronic Auction Bidding

The Board shall adopt a resolution approving the use of competitive electronic auction bidding for contracts for supplies or services, but not for construction or design services.[4][6]

An invitation for bids shall be issued and shall include:[6]

1. Procurement description.
2. All contractual terms, when practical.
3. Conditions applicable to procurement, including a notice that bids will be received in an electronic auction manner.

Public notice and advertisement of the invitation for bids shall be given in the manner required for non-electronic bidding.

Bids shall be accepted electronically at the time and in the manner designated in the invitation for bids.

During the auction, bidders shall be able to review their bid rank or the low bid price, and may reduce their bid prices during the auction.

At the conclusion of the auction, the record of the bid prices received and the name of each bidder shall be open to public inspection.

After the auction period has expired, the district shall grant in writing withdrawal of a bid when the bidder requests relief and presents credible evidence of a clerical mistake due to reasons permitted by law, within the time period established by the district.

The contract shall be awarded within sixty (60) days of the auction by written notice to the lowest responsible bidder, or all bids may be rejected. Extensions of the award date may be made by written, mutual consent of both parties.

Price Quotations

Unless exempt by law, at least three (3) written or telephonic price quotations shall be requested by the Board for:[1][2]

1. Furniture, equipment, school supplies and appliances costing a base amount of more than \$12,600 but less than \$23,200.[2]
2. All contracts for construction, reconstruction, repairs, maintenance or work on any school building or property, having a total cost or value of more than \$12,600 but less than \$23,200.[1]

If it is not possible to obtain three (3) quotations, a memorandum must be kept on file showing that fewer than three (3) qualified vendors exist in the market area. The written price quotations, written records of telephonic price quotations and memoranda shall be kept on file for three (3) years.

Work Performed by District Maintenance Personnel

The Board may authorize district maintenance personnel to perform construction, reconstruction, repairs or work having a total cost or value of less than \$12,600.[1]

Delegation of Responsibility

The Board may grant the Board Secretary or Purchasing Agent the authority to purchase supplies and award contracts in the amount and manner designated by applicable law.[1][2]



Book	Policy Manual
Section	600 Finances
Title	Purchases Budgeted
Code	611
Status	First Reading
Legal	<u>1. 24 P.S. 751</u> <u>2. 24 P.S. 807.1</u> <u>3. 24 P.S. 609</u> <u>24 P.S. 508</u>
Adopted	January 22, 2008
Last Revised	August 21, 2023
Prior Revised Dates	04/22/2014; 4/19/2022

Authority

It is the policy of the Board that when funds are available all purchases contemplated within the current budget and not subject to bid shall be made in a manner that ensures the best interests of the district.[1][2]

Delegation of Responsibility

All purchases that are within budgetary limits may be made upon authorization of the Purchasing Agent, Business Manager, Board Secretary, and/or Superintendent, unless the contemplated purchase is for more than \$23,200, in which case prior approval by the Board is required.[1][2][3].

All purchase order requests must be referred to the Purchasing Agent, who shall check whether the proposed purchase is subject to bid; whether sufficient funds exist in the budget; and whether the material might be available elsewhere in the district.[1][2][3].



Book	Policy Manual
Section	200 Pupils
Title	Student Expression/Dissemination of Materials
Code	220 Vol I 2022
Status	First Reading
Legal	<u>1. 22 PA Code 12.9</u> <u>2. 22 PA Code 12.2</u> <u>3. 24 P.S. 510</u> <u>4. 24 P.S. 511</u> 5. Pol. 219 6. Pol. 113.1 7. Pol. 218 Pol. 816 Mahanoy Area School District v. B.L., 594 U.S. ____ (2021)

Purpose

The right of public school students to freedom of speech is guaranteed by the Constitution of the United States and the constitution of the Commonwealth. The Board respects the right of students to express themselves in word or symbol and to **disseminate nonschool materials to others** as a part of that expression. The Board also recognizes that the exercise of that right **is not unlimited and** must be **balanced with** the district's responsibility to maintain a safe and orderly school environment and to protect the rights of all members of the school community.[1]

This policy addresses student expression in general **as well as dissemination of expressive materials** that are not part of district-sponsored activities (**nonschool materials**).

This policy does not apply to materials sought to be **disseminated** as part of the curricular or extracurricular programs of the district, **which** shall be regulated **separately** as part of the school district's educational program.

Definitions

For the purposes of this policy, dissemination shall mean students distributing or publicly displaying nonschool materials to others:

1. **On school property or during school-sponsored activities by placing such materials upon desks, tables, on or in lockers, walls, doors, bulletin boards, or easels; by handing out such materials to other persons; or by any other manner of**

delivery to others; or

- 2. At any time or location when creating or sending information using email, websites, online platforms, social media channels or other technological means that are owned, provided or sponsored by the school district.**

Expression means verbal, written, technological or symbolic representation or communication.

Nonschool materials means any printed, technological or written materials, **regardless of form, source or authorship**, that are not prepared as part of the curricular or approved extracurricular programs of the district. This includes, but is not limited to, fliers, invitations, announcements, pamphlets, posters, **online discussion areas and digital** bulletin boards, personal websites and the like.

Authority

Limitations on Student Expression

Students have the right to express themselves unless such expression is likely to or does materially **and** substantially **disrupt or** interfere with the educational process, including school activities, school work, discipline, safety and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights. **Student expression is prohibited to the extent that it:**^[1]

1. Violates federal, state or local laws, Board policy or district rules or procedures;
2. Is defamatory, obscene, lewd, vulgar or profane;^[2]
3. Advocates the use or advertises the availability of any substance or material that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students, such as tobacco/**vaping products**, alcohol or illegal drugs;
4. Incites violence, advocates use of force or threatens serious harm to the school or community;
5. Materially **and** substantially **disrupts or** interferes with the educational process, such as school activities, school work, discipline, safety and order on school property or at school functions;
6. Interferes with, or advocates interference with, the rights of any individual or the safe and orderly operation of the schools and their programs; **or**
7. Violates written district procedures on time, place and manner for **dissemination** of otherwise protected expression.

Student expression that occurs on school property or at school-sponsored events, **or occurs at any time or place when created or communicated using district-provided equipment, email, websites or other technological resources**, is **subject to** this policy. **The limitations, prohibitions and requirements of this policy shall apply to expression that occurs outside the foregoing circumstances only when and to the extent that the out-of-school expression:**^{[1][2][3][4]}

- 1. Incites violence, advocates use of force or otherwise threatens serious harm directed at students, staff or the school environment;**

2. **Materially and substantially disrupts or interferes with the educational process, such as school activities, school work, discipline, safety and order on school property or at school functions; or**
3. **Interferes with, or advocates interference with, the rights of any individual or the safe and orderly operation of the schools and their programs.**

Dissemination of Nonschool Materials

The Board requires that **dissemination** of nonschool materials shall occur only at the places and during the times set forth in written procedures. Such procedures shall be written to permit the safe and orderly operation of schools, while recognizing the rights of students to engage in protected expression.[1][3].

The Board requires that students who wish to **disseminate** nonschool materials on school property shall **obtain approval by submitting** them at least one (1) school day in advance to the building principal or designee, who shall forward a copy to the Superintendent.[1]

If the nonschool materials **include matters prohibited by** this policy, the building principal or designee shall **promptly** notify the students **of the nature of the violation and** that they may not **disseminate** the materials **until the violation is corrected and the materials are resubmitted for approval.**

If notice **of disapproval** is not given during the period between submission and the time for the planned **dissemination**, students may **consider the request approved and** proceed with dissemination **as requested, subject to all other established procedures and requirements relating to** time, place and manner of **dissemination**. Students may **nonetheless** be **directed to cease or suspend dissemination** if it is later **determined that** the materials **or the dissemination of them are in violation of this policy or implementing rules and procedures.**

Students who **disseminate** printed **nonschool** materials shall be responsible for clearing any litter that results from their activity and shall schedule the event so that they do not miss instructional time themselves.

Printed nonschool materials displayed in a fixed location of a school building shall bear the date when placed in each location. The district may remove the materials within ten (10) days of the posting or other reasonable time as stated in **applicable** procedures.

Review of Student Expression

Review **of nonschool materials proposed for dissemination** shall be **conducted promptly so as to avoid unreasonable delay in dissemination.**

School officials shall not censor or restrict nonschool materials or other student expression for the sole reason that it is critical of the school or its administration, or because the views espoused are unpopular or may make people uncomfortable.

Student-initiated religious expression is permissible, **and apart from regarding** time, place and manner, shall not be **restricted unless** the expression violates some other **aspect** of this policy, e.g., because it is independently determined to be **in violation** of this policy **for reasons other than the religious nature of the content.**

Appeal of the reviewer's decision may be made to the Superintendent and then to the Board, in accordance with Board policy and district procedures.[5]

Delegation of Responsibility

The Superintendent shall assist the building principal in determining the designation of the places and times nonschool materials may be **disseminated** in each school building. Such designations may take into account maintenance of the flow of student traffic throughout the school and shall limit **dissemination** of nonschool materials to noninstructional times.

When student dissemination of nonschool materials or other student expression violates this policy, the building principal may determine what if any disciplinary or other consequences should be imposed. Disciplinary actions shall be in accordance with applicable Board policy and the Code of Student Conduct.[6][7]

The Superintendent shall ensure that building principals and other staff involved in reviewing nonschool materials proposed for dissemination and evaluating whether violations of this policy have occurred receive training regarding applicable standards and procedures. Special emphasis shall be given to understanding the limitations on school officials' authority to regulate off-campus student expression, as well as the need to articulate in detail the nature and extent of disruption to or interference with the school environment thought to be caused by on or off-campus student expression and the specific manner by which the student expression involved is thought to have caused it.

This Board policy and any procedures written to implement this policy shall be referenced in student handbooks so that students can access them for further information.

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Book	Policy Manual
Section	900 Community
Title	Nonschool Organizations/Groups/Individuals
Code	913 Vol II 2022
Status	First Reading
Legal	1. Pol. 220 2. Pol. 105 3. Pol. 122 4. Pol. 230 <u>5. 24 P.S. 510</u> <u>6. 24 P.S. 511</u> 7. Pol. 816 <u>8. 24 P.S. 775</u> 9. Pol. 216 <u>24 P.S. 779</u> Pol. 113.4 Pol. 907

NOTE: It is important to distinguish that Policy 913 only applies to requests from nonschool organizations, groups and individuals; in contrast,

- Requests from students to personally **disseminate** materials shall be governed by Policy 220. Student Expression/**Dissemination** of Materials.[1]
- **Requests** from nonschool organizations, groups and individuals **involving** activities or school-related information and materials that are integrated with or presented as a part of the district's curriculum or an approved school event or student organization **shall be** approved and governed by Board policies related to curriculum and student activities.[2]
[3][4]

Purpose

The Board recognizes that nonschool organizations, groups and individuals may wish to utilize the district **and its resources** as a means to engage the school community in activities and/or to **disseminate** nonschool materials. The Board directs that requests for such utilization from nonschool organizations, groups or individuals shall be governed by this policy.

Authority

{ } The Board prohibits nonschool organizations, groups or individuals from utilizing the district **or any district resources** to engage the school community in any way, including the **dissemination** of nonschool materials.

[If this option is chosen, delete the remainder of the policy. In this case, the development of an administrative regulation is not necessary.]

The Board recognizes that the school community may benefit from receiving information from nonschool organizations, groups and individuals, provided the **dissemination** of such information does not interfere with the educational program of the schools. The district's primary responsibility shall be to maintain a safe and orderly school environment and to protect the rights of all members of the school community.

The Board prohibits **dissemination of nonschool materials for the purposes of** advertisement or promotion by nonschool organizations, groups or individuals during instructional time or at school-sponsored locations or activities not otherwise open to nonschool organizations, groups or individuals.[5][6]

Limitations on Dissemination of Nonschool Materials

Dissemination of nonschool materials shall be prohibited to the extent that they:

1. Violate federal, state or local laws, Board policy or district rules or regulations;
2. Are defamatory, obscene, lewd, vulgar or profane;
3. Advocate **for** the use or advertise the availability of any substance or material that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students, such as tobacco/**vaping products**, alcohol or illegal drugs;
4. Incite violence, advocate use of force or threaten serious harm to the school or community;
5. **Materially and** substantially **disrupt or** interfere with the educational process, such as school activities, school work, discipline, **or** safety and order on school property or at school functions;
6. Interfere with, or advocate interference with, the rights of any individual or the safe and orderly operation of the schools and their programs; **or**
7. Violate written district administrative regulations or procedures on time, place and manner for **dissemination** of otherwise protected expression.

Definitions

For purposes of this policy, dissemination shall mean nonschool organizations, groups or individuals distributing or publicly displaying nonschool materials to others:

1. **On school property or during school-sponsored activities by placing such materials upon desks, tables, on or in lockers, walls, doors, bulletin boards, or easels; by handing out such materials to other persons; or by any other manner of delivery to others; or**
2. **At any time or location when creating, posting or sending information using technical or digital resources owned, provided or sponsored by the school district.**

Nonschool organizations, groups or individuals shall mean those entities that are not part of the school program, school-sponsored activities, or organized pursuant to the Pennsylvania School Code or Board policy.

When **an** employee or **school director acts on their own behalf or on behalf** of a nonschool organization or group, **the employee or school director shall be considered a nonschool organization, group or individual for purposes of this policy.**

Students **shall be** governed by a separate and distinct Board policy regarding student expression and **dissemination** of materials.[1]

Nonschool materials shall mean any printed, **technical, digital** or written materials, **regardless of form, source or authorship**, that are not prepared as a part of the curricular or approved extracurricular programs of the district.

Delegation of Responsibility

The Superintendent or designee shall develop administrative regulations to implement this policy.

Guidelines

Nonschool Materials

The Board requires that nonschool organizations, groups or individuals who wish to **disseminate** nonschool materials on school property **or through district resources** shall submit them to the building principal. The building principal shall inform the Superintendent or designee of requests received from nonschool organizations, groups and individuals.

Requests for dissemination of nonschool materials through district social media channels shall be addressed through Board policy on district social media.[7]

The Board directs that the review and consideration of any activities or nonschool materials requested under this policy shall not discriminate on the basis of content or viewpoint.

If approval is granted by the building principal, the nonschool organization, group or individual shall comply with Board policy and administrative regulations, and the district's time, place and manner restrictions for **dissemination** of materials.

Materials issued by nonschool organizations, groups or individuals shall not be **disseminated** during instructional time or school-sponsored activities.

Nonschool Activities

Activities sponsored by nonschool organizations, groups or individuals shall not occur during instructional time or school-sponsored activities.

Requests by nonschool organizations, groups or individuals to invite or promote student participation in nonschool activities shall comply with Board policy and administrative regulations on **dissemination** of **nonschool** materials.

Fundraising

{ X } Fundraising by nonschool organizations, groups or individuals is prohibited on school property or in the name of the school.[8]

{ X } Where activities or materials otherwise comply with this policy and administrative regulations, fundraising activities may be announced.

Directory information for students or staff members **shall** not be released to nonschool organizations, groups or individuals that seek this information for the purpose of fundraising.[9]

Scholarships/Awards

The Board is appreciative of the generosity of organizations that offer scholarships or awards to deserving students; but, in accepting such offers, the Board directs that established criteria be observed.

No information, either academic or personal, shall be released from a student's record for the purpose of selecting a scholarship or award winner without the permission of the student who is eighteen (18), or the parents/guardians of a student who is younger, in accordance with the Board's policy on student records.[9]

The scholarship or award, and any pertinent restrictions, shall be approved by the Board.

{ } All pertinent information regarding the scholarship or award shall be submitted for review by the Superintendent or designee prior to the date on which it is to be presented.

{ } The building principal, together with a committee of staff members designated by the principal, shall be involved in the selection of the recipient of an award or scholarship, pursuant to procedures established for this purpose and consistent with the restrictions applicable to each approved scholarship or award.

Travel Services/Foreign Trips

Solicitation and sale of travel services for foreign trips to students may be permitted with the approval of the Board.

Sellers of travel services to students must meet the following criteria:

1. { X } Belong to an association of certified sellers of travel.
2. { X } Provide proof of insurance.
3. { X } Submit references.
4. { X } Provide proof of a performance bond.
5. { X } Include in all information provided to students and parents/guardians that use of tobacco/**vaping products**, alcohol and controlled substances will be prohibited.
6. { X } Include in all information provided to students and parents/guardians that the activity is not a school-sponsored event.

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Book	Policy Manual
Section	000 Local Board Procedures
Title	Principles for Governance and Leadership
Code	011 Vol IV 2022
Status	First Reading

This board policy supports the Principles for Governance and Leadership adopted by the board and signed by individual school directors.

Pennsylvania school boards are committed to providing every student the opportunity to grow and achieve. **Our actions, as elected and appointed board members,** ultimately have both short and long-term impact in the classroom. Therefore, **we pledge that we will . . .**

Lead Responsibly

- Prepare for, attend, and actively participate in board meetings
- Work together **with civility and cooperation, respecting that individuals hold differing opinions and ideas**
- Participate in professional development, training, and board retreats
- Collaborate with the Superintendent, **acknowledging their role as the 10th member of the board and commissioned officer of the Commonwealth**

Act Ethically

- Never use the position for improper benefit to self or others
- **Avoid** actual or perceived conflicts of interest
- Recognize **school directors do not possess any** authority outside of the collective board
- **Accept that when a board has made a decision, it is time to move forward collectively and constructively**

Plan Thoughtfully

- **Implement** a collaborative **strategic** planning process
- Set annual goals that are aligned with comprehensive plans, **recognizing the need to adapt as situations change**
- Develop a **comprehensive** financial plan **and master facilities plan** that anticipates short and long-term needs
- **Allocate resources to effectively impact student success**

Evaluate Continuously

- **Make** data-informed decisions
- **Evaluate** the Superintendent **annually**
- **Conduct a board self-assessment on a recurring basis**
- **Focus on** student growth and achievement
- Review effectiveness of **all** comprehensive **and strategic plans**

Communicate Clearly

- Promote open, honest, and respectful dialogue among the board, staff, and community

- **Acknowledge and listen to varied input from all stakeholders**
- **Promote transparency while protecting necessary confidential matters**
- **Set expectations and guidelines for individual board member communication**

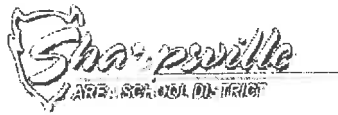
Advocate Earnestly

- Promote public education as a keystone of **our Commonwealth**
- Engage the community by seeking input, building support networks, and generating action
- Champion public education by **engaging** local, state, and federal **officials**

Govern Effectively

- **Establish and** adhere to rules and procedures for board operations
- Develop, adopt, revise, and review policy **routinely**
- Align **board** decisions to policy **ensuring compliance with the PA School Code and other local, state, and federal laws**
- **Remain focused on the role of** governance, **effectively** delegating management tasks to **the** administration

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Book	Policy Manual
Section	200 Pupils
Title	Enrollment of Students
Code	200 Vol V 2023
Status	First Reading
Legal	<u>1. 24 P.S. 1301</u> <u>2. 24 P.S. 1302</u> <u>3. 22 PA Code 11.11</u> <u>4. 22 PA Code 11.41</u> <u>5. 24 P.S. 1331.1</u> <u>6. 24 P.S. 1302.1</u> <u>7. 22 PA Code 11.12</u> <u>8. 22 PA Code 12.1</u> 9. Pol. 202 <u>10. 24 P.S. 1303a</u> <u>11. 24 P.S. 1304-A</u> 12. Pol. 203 13. Pol. 216.1 14. Pol. 251 <u>15. 24 P.S. 7302</u> 16. Pol. 254 17. Pol. 138 Pol. 201 Interstate Compact on Educational Opportunity for Military Children (MIC3)

Authority

The Board shall enroll school age students eligible to attend district schools, in accordance with applicable laws and regulations, Board policy and administrative regulations.[1][2][3][4][5][6]

Definitions

School age shall be defined as the period from the earliest admission age for the district's kindergarten program until graduation from high school or the end of the school term in which a student reaches the age of twenty-one (21) years, whichever occurs first.[1][2]

District of residence shall be defined as the school district in which a student's parents/guardians reside.[2][3]

Guidelines

School age resident students and eligible nonresident students shall be entitled to attend district schools.[1][2][3][6][8][9]

The district shall not enroll a student until the parent/guardian has submitted proof of the student's age, residence and immunizations and a completed Parental Registration Statement, as required by law and regulations, **except as follows:**[1][2][3][10][11][12][13]

1. *Students Experiencing Educational Instability -*

The district shall immediately enroll students experiencing homelessness, foster care and other forms of educational instability, even if the student or parent/guardian is unable to produce the required documents, in accordance with law, regulation and Board policy.[5][14]

2. *Children of Active Duty Military Families -*

The district shall facilitate the timely enrollment and permit advanced enrollment of children of active duty military families, in accordance with law and Board policy. To qualify for advanced enrollment, prior to establishing residency in the district, a copy of the official military orders shall be provided to the district along with proof of the parent's/guardian's intention to move into the district. The parent/guardian must provide proof of residence within forty-five (45) days after the arrival date stated in the military orders.[6][15][16]

The district shall administer a home language survey to all students enrolling in district schools for the first time.[3][17]

The district shall normally enroll a school age, eligible student the next business day, but no later than five (5) business days after application.[3]

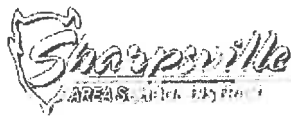
The district shall not inquire about the immigration status of a student as part of the enrollment process.[3]

Delegation of Responsibility

The Superintendent or designee shall annually notify students, parents/guardians and staff about the district's enrollment policy by publishing such policy in the student handbook, parent newsletters, district website and other efficient methods.[4]

The Superintendent or designee shall develop and disseminate administrative regulations for the enrollment of eligible students in district schools.

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Book	Policy Manual
Section	200 Pupils
Title	Eligibility of Nonresident Students
Code	202 Vol V 2023
Status	First Reading
Legal	<u>1. 24 P.S. 501</u> <u>2. 24 P.S. 502</u> <u>3. 24 P.S. 503</u> <u>4. 24 P.S. 1301</u> 5. Pol. 200 <u>6. 24 P.S. 1305</u> <u>7. 24 P.S. 1306</u> <u>8. 24 P.S. 1302.1</u> <u>9. 24 P.S. 1316</u> <u>10. 24 P.S. 1302</u> 11. Pol. 251 <u>12. 24 P.S. 2561</u> 13. Pol. 607 <u>14. 24 P.S. 1331.1</u> <u>15. 24 P.S. 1307</u> <u>16. 24 P.S. 1308</u> <u>17. 24 P.S. 1309</u> <u>18. 24 P.S. 1310</u> <u>19. 24 P.S. 2562</u> <u>20. 22 PA Code 11.18</u> 21. Pol. 254 <u>22. 22 PA Code 11.19</u> 23. Pol. 906 <u>22 PA Code 11.41</u> <u>24 P.S. 1306.2</u> <u>24 P.S. 2503</u> <u>24 P.S. 7302</u> Pol. 103

Pol. 103.1

Interstate Compact on Educational Opportunity for Military Children (MIC3)

Purpose

The Board shall operate district schools for the benefit of students residing in this district who are eligible for attendance.[1][2][3].

Authority

{ } It shall be the policy of the Board not to permit the admission of nonresident students, **except as required by law or court order.**[4][5][6][7][8].

{X } The Board may permit the admission of nonresident students in accordance with **law and Board policy.**[4][5][6][7][8][9].

The Board reserves the right to verify claims of residency, dependency and guardianship and to remove from school attendance a nonresident student whose claim is invalid.[10].

{X } The Board shall not be responsible for transportation to or from school for any nonresident student residing outside school district boundaries, **except in accordance with law and Board policy.**[11]

Tuition rates shall be determined annually in accordance with law. Tuition billings will be made to parents/guardians before the beginning of each semester and must be paid within two (2) weeks of the beginning dates. When tuition is in arrears by more than fifteen (15) days, the privilege will be terminated. Tuition billing to school districts shall be at the end of each semester.[9][12]. [13]

Guidelines**Nonresident Children Placed in Resident's Home**

Any child placed in the home of a district resident by a court or government agency shall be admitted to district schools and shall receive the same benefits and be subject to the same responsibilities as resident students.[6][14].

Residents of Institutions

A child who is living in or assigned to a facility or institution for the care or training of children that is located within this district is not a legal resident of the district by such placement; but the student shall be admitted to district schools, and a charge shall be made for tuition in accordance with law.[7][12][14][15][16][17][18][19][20].

Students Experiencing Educational Instability

The district shall immediately admit students experiencing homelessness, foster care and other forms of educational instability, even if the required documents are unavailable, in accordance with Board policy, law and regulation.[5][11][14].

Children of Active Duty Military Families

Children of active duty military families shall be eligible for enrollment in this district in accordance with the Interstate Compact on Educational Opportunity for Military Children, state law and Board policy.[5][8][10][21]

Other Nonresident Students

A nonresident student may be admitted to district schools without payment of tuition where attendance is justified on the grounds that the student lives full-time and not just for the school year with district residents who have assumed legal dependency or guardianship or full residential support of the student.[10][22]

The Board shall require that appropriate legal documentation showing dependency or guardianship or a sworn statement of full residential support be filed with the Board Secretary before an eligible nonresident student may be accepted as a student in district schools. The Board may require a resident to submit additional, reasonable information to substantiate a sworn statement, in accordance with guidelines issued by the PA Department of Education.[10][22]

If information contained in the sworn statement of residential support is found to be false, the student shall be removed from school after notice is given of an opportunity to appeal the student's removal, in accordance with Board policy.[10][23]

{X } Prospective Residents

A student eligible for attendance whose parent/guardian has executed a contract to buy, build or rent a residence in this district for occupancy by _____ may be enrolled [9]

() with payment of tuition

() without payment of tuition

(X) for ___3 months_____ previous to the anticipated date of residency.

() at the beginning of the school year, provided that the anticipated date of residency is not later than _____ of the same school year.

If the student does not become a resident of the district by the end of the period for which

(X) free attendance is given,

() reduced rate tuition is charged,

tuition shall be required until residency is established.

Parents/Guardians of students who claim admission on the basis of future residency shall be required to demonstrate proof of the anticipated residency.

{ X } Former Residents

Regularly enrolled students whose parents/guardians have moved out of the district may be permitted to finish the [9]

() school year

() semester

☐ marking period

☐ with payment of tuition.

☐ without payment of tuition.

☐ when the parents/guardians move from the district during the _____ immediately previous to the end of the school year.

☒ when the student is completing the senior year and will graduate.

Residence/Multiple Occupancy

The Board acknowledges that some adults may, out of necessity, live with other individuals within Sharpsville Area School District. The children of these adults may attend school in the district provided the following conditions are met:

1. A sworn affidavit of multiple occupancy is executed and filed.
2. The residence is a bona fide location actually within the boundaries of the Sharpsville Area School District.
3. The children and adults are actually residing at that address continuously and not merely during the school week or year.
4. The responsible adult(s) provide a deed, mortgage statement, lease, or rental agreement and:
 - a. PA driver's license, PA license update card, or PA photo ID card and;
 - b. Plus at least one (1) of the following items (items 1 through 4) within a reasonable period of time:
 - i. Two (2) current utility bills;
 - ii. Property Tax bill;
 - iii. Vehicle registration; or
 - iv. Current major credit card bill.

It should be noted that providing false information on the affidavit or other documents is a misdemeanor of the third degree punishable by a fine of not more than \$2,500.00 and/or imprisonment of not more than one (1) year.

Emancipated students or students who are independent of their parents/guardians at the age of eighteen (18) may attend school in Sharpsville Area School District provided they meet one of the above criteria and provide documentation of residency.

Delegation of Responsibility

The Superintendent or designee shall develop administrative regulations for the enrollment of nonresident students.

The Superintendent shall

☐ recommend to the Board for its approval the admission of qualified nonresident students.

☒ report to the Board for its information the enrollment of nonresident students.

NOTES:

Incarcerated Juveniles

Convicted – SC 1306.2, 1318

Charged – SC 1306.2

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Book	Policy Manual
Section	200 Pupils
Title	Attendance
Code	204 Vol IV 2022
Status	First Reading
Legal	<u>1. 22 PA Code 11.41</u> <u>2. 24 P.S. 1327</u> <u>3. 24 P.S. 1329</u> <u>4. 24 P.S. 1330</u> <u>5. 22 PA Code 11.23</u> <u>6. 22 PA Code 11.25</u> <u>7. 22 PA Code 12.1</u> <u>8. 24 P.S. 1326</u> <u>9. 22 PA Code 11.13</u> <u>10. 42 Pa. C.S.A. 6302</u> <u>11. 24 P.S. 510.2</u> <u>12. 24 P.S. 1332</u> <u>13. 24 P.S. 1339</u> <u>14. 22 PA Code 11.22</u> <u>15. 22 PA Code 11.28</u> <u>16. Pol. 113</u> <u>17. Pol. 115</u> <u>18. Pol. 116</u> <u>19. Pol. 117</u> <u>20. Pol. 118</u> <u>21. 22 PA Code 11.34</u> <u>22. 22 PA Code 11.32</u> <u>23. 22 PA Code 11.5</u> <u>24. 24 P.S. 1327.1</u> <u>25. 22 PA Code 11.31</u> <u>26. 22 PA Code 11.31a</u> <u>27. Pol. 137</u> <u>28. 22 PA Code 11.21</u>

29. 22 PA Code 11.26

30. Pol. 251

31. 24 P.S. 1546

32. 24 P.S. 1333

33. 24 P.S. 1333.1

34. 24 P.S. 1333.2

35. Pol. 103.1

36. Pol. 113.3

37. Pol. 114

24 P.S. 1333.3

22 PA Code 11.24

22 PA Code 11.8

Purpose

The Board recognizes that attendance is an important factor in educational success, and supports a comprehensive approach to identify and address attendance issues.[1]

Authority

The Board requires the attendance of all students during the days and hours that school is in session, except that temporary student absences may be excused by authorized district staff in accordance with applicable laws and regulations, Board policy and administrative regulations.[2][3][4][5][6][7]

Definitions

Compulsory school age shall mean the period of a student's life from the time the student's person in parental relation elects to have the student enter school, which shall be no later than **six (6)** years of age, until the student reaches **eighteen (18)** years of age. The term does not include a student who holds a certificate of graduation from a regularly accredited, licensed, registered or approved high school.[8][9]

Habitually truant shall mean six (6) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.[8]

Truant shall mean having incurred three (3) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.[8]

Person in parental relation shall mean a:[8]

1. Custodial biological or adoptive parent.
2. Noncustodial biological or adoptive parent.
3. Guardian of the person of a student.
4. Person with whom a student lives and who is acting in a parental role of a student.

This term shall not include any county agency or person acting as an agent of the county agency in the jurisdiction of a dependent child as defined by law.[10]

School-based or community-based attendance improvement program shall mean a program designed to improve school attendance by seeking to identify and address the underlying reasons for a student's absences. The term may include an educational assignment in an alternative education program, provided the program does not include a program for disruptive youth established pursuant to Article XIX-C of the Pennsylvania Public School Code.[8]

Delegation of Responsibility

The Superintendent or designee shall annually notify students, persons in parental relation, staff and

{ } local children and youth agency

{X } local magisterial district judges

about the district's attendance policy by publishing such policy in student handbooks and newsletters, on the district website and through other efficient communication methods.[1][11]

{ X} The Superintendent shall require the signature of the person in parental relation confirming that the policy has been reviewed and that the person in parental relation understands the compulsory school attendance requirements.

The Superintendent or designee, in coordination with the

{ X} building principal,

{ } Attendance Officer,

{ } Home and School Visitor,

{ } (other) _____,

shall be responsible for the implementation and enforcement of this policy.

The Superintendent or designee shall develop administrative regulations for the attendance of students which:

1. Govern the maintenance of attendance records in accordance with law.[12][13]
2. Detail the process for submission of requests and excuses for student absences.
3. Detail the process for written notices, School Attendance Improvement Conferences, School Attendance Improvement Plans, and referrals to a school-based or community-based attendance improvement program, the local children and youth agency, or the appropriate magisterial district judge.
4. Clarify the district's responsibility for collaboration with nonpublic schools in the enforcement of compulsory school attendance requirements.
5. {X } Ensure that students legally absent have an opportunity to make up work.

Guidelines

Compulsory School Attendance Requirements

All students of compulsory school age who reside in the district shall be subject to the compulsory school attendance requirements.[2]

A student shall be considered in attendance if present at any place where school is in session by authority of the Board; the student is receiving approved tutorial instruction, or health or therapeutic services; the student is engaged in an approved and properly supervised independent study, work-study or career education program; the student is receiving approved homebound instruction; or the student's placement is instruction in the home.[2][5][14][15][16][17][18][19][20]

The following students shall be excused from the requirements of attendance at district schools, upon request and with the required approval:

1. On certification by a physician or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to study for mental, physical or other reasons that preclude regular attendance. [3][4][21]
2. Students enrolled in nonpublic or private schools in which the subjects and activities prescribed by law are taught.[2][22]
3. Students attending college who are also enrolled part-time in district schools.[23]
4. Students attending a home education program or private tutoring in accordance with law. [2][18][24][25][26][27]
5. Students fifteen (15) or sixteen (16) years of age whose enrollment in private trade or business schools has been approved.[2]
6. Students fifteen (15) years of age, as well as students fourteen (14) years of age who have completed the highest elementary grade, engaged in farm work or private domestic service under duly issued permits.[4]
7. Students sixteen (16) years of age regularly engaged in useful and lawful employment during the school session and holding a valid employment certificate. Regularly engaged means thirty-five (35) or more hours per week of employment.[4][15]

Excused/Lawful Absence

For purposes of this policy, the following conditions or situations constitute reasonable cause for absence from school:

1. Illness, including if a student is dismissed by designated district staff during school hours for health-related reasons.[3][6]
2. Obtaining professional health care or therapy service rendered by a licensed practitioner of the healing arts in any state, commonwealth or territory.[3]
3. Quarantine.
4. Family emergency.
5. Recovery from accident.
6. Required court attendance.

7. Death in family.
8. Participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group, upon prior written request.[1][3]
9. {X } Participation in a musical performance in conjunction with a national veterans' organization or incorporated unit, as defined in law, for an event or funeral.[3]
 - a. The national veterans' organization or incorporated unit must provide the student with a signed excuse, which shall include the date, location, and time of the event or funeral.
 - b. The student shall furnish the signed excuse to the district prior to being excused from school.
10. {X } Observance of a religious holiday observed by a bona fide religious group, upon prior written request from the person in parental relation.[28]
11. {X } Nonschool-sponsored educational tours or trips, if the following conditions are met:[3][29]
 - a. The person in parental relation submits the required documentation for excusal prior to the absence, within the appropriate timeframe.
 - b. The student's participation has been approved by the Superintendent or designee.
 - c. {X } The adult directing and supervising the tour or trip is acceptable to the person in parental relation and the Superintendent.
 - d. { } (other) _____.
12. {X } College or postsecondary institution visit, with prior approval.
13. Other urgent reasons that may reasonably cause a student's absence, as well as circumstances related to homelessness, foster care **and other forms of educational instability**. [3][6][30]

The district may limit the number and duration of

{X } nonschool-sponsored educational tours or trips

{X } college or postsecondary institution visits

for which excused absences may be granted to a student during the school year.

Temporary Excusals –

The following students may be temporarily excused from the requirements of attendance at district schools:

1. Students receiving tutorial instruction in a field not offered in the district's curricula from a properly qualified tutor approved by the Superintendent, when the excusal does not interfere with the student's regular program of studies.[2][14][18]
2. Students participating in a religious instruction program, if the following conditions are met:[28][31]

- a. The person in parental relation submits a written request for excusal. The request shall identify and describe the instruction, and the dates and hours of instruction.
- b. The student shall not miss more than thirty-six (36) hours per school year in order to attend classes for religious instruction.
- c. Following each absence, the person in parental relation shall submit a statement attesting that the student attended the instruction, and the dates and hours of attendance.

3. School age children unable to attend school upon recommendation of the school physician and a psychiatrist or school psychologist, or both, and with approval of the Secretary of Education.[21]

Parental Notice of Absence –

Absences shall be treated as unexcused until the district receives a written excuse explaining the absence, to be submitted within

☒ three (3)

☐ five (5)

☐ (other) _____

days of the absence.

A maximum of

☐ eight (8)

☒ ten (10)

☐ (other) _____

days of cumulative lawful absences verified by parental notification shall be permitted during a school year. All absences beyond

☐ eight (8)

☒ ten (10)

☐ (other) _____

cumulative days shall require an excuse from a licensed practitioner of the healing arts.

Unexcused/Unlawful Absence

For purposes of this policy, absences which do not meet the criteria indicated above shall be permanently considered unexcused.

An out-of-school suspension may not be considered an unexcused absence.[8]

Parental Notification –

District staff shall provide prompt notice to the person in parental relation upon each incident of unexcused absence.

Enforcement of Compulsory Attendance Requirements

Student is Truant –

When a student has been absent for three (3) days during the current school year without a lawful excuse, district staff shall provide notice to the person in parental relation who resides in the same household as the student within ten (10) school days of the student's third unexcused absence.[32]

The notice shall:[32]

1. Be in the mode and language of communication preferred by the person in parental relation;
2. Include a description of the consequences if the student becomes habitually truant; and
3. When transmitted to a person who is not the biological or adoptive parent, also be provided to the student's biological or adoptive parent, if the parent's mailing address is on file with the school and the parent is not precluded from receiving the information by court order.

The notice may include the offer of a School Attendance Improvement Conference.[32]

If the student incurs additional unexcused absences after issuance of the notice and a School Attendance Improvement Conference was not previously held, district staff shall offer a School Attendance Improvement Conference.[32]

School Attendance Improvement Conference (SAIC) –

District staff shall notify the person in parental relation in writing and by telephone of the date and time of the SAIC.[32]

The purpose of the SAIC is to examine the student's absences and reasons for the absences in an effort to improve attendance with or without additional services.[8]

The following individuals shall be invited to the SAIC:[8]

1. The student.
2. The student's person in parental relation.
3. Other individuals identified by the person in parental relation who may be a resource.
4. Appropriate school personnel.
5. Recommended service providers.

Neither the student nor the person in parental relation shall be required to participate, and the SAIC shall occur even if the person in parental relation declines to participate or fails to attend the scheduled conference.[32]

The outcome of the SAIC shall be documented in a written School Attendance Improvement Plan. The Plan shall be retained in the student's file. A copy of the Plan shall be provided to the person in parental relation, the student and appropriate district staff.[32]

The district may not take further legal action to address unexcused absences until the scheduled SAIC has been held and the student has incurred six (6) or more days of unexcused absences. [32]

Student is Habitually Truant –

When a student under fifteen (15) years of age is habitually truant, district staff:[33]

1. Shall refer the student to:
 - a. A school-based or community-based attendance improvement program; or
 - b. The local children and youth agency.
2. May file a citation in the office of the appropriate magisterial district judge against the person in parental relation who resides in the same household as the student.[33]

When a student fifteen (15) years of age or older is habitually truant, district staff shall:[33]

1. Refer the student to a school-based or community-based attendance improvement program; or
2. File a citation in the office of the appropriate magisterial district judge against the student or the person in parental relation who resides in the same household as the student.

District staff may refer a student who is fifteen (15) years of age or older to the local children and youth agency, if the student continues to incur additional unexcused absences after being referred to a school-based or community-based attendance improvement program, or if the student refuses to participate in such program.[33]

Regardless of age, when district staff refer a habitually truant student to the local children and youth agency or file a citation with the appropriate magisterial district judge, district staff shall provide verification that the school held a SAIC.[33]

Filing a Citation –

A citation shall be filed in the office of the appropriate magisterial district judge whose jurisdiction includes the school in which the student is or should be enrolled, against the student or person in parental relation to the student.[34]

Additional citations for subsequent violations of the compulsory school attendance requirements may only be filed against a student or person in parental relation in accordance with the specific provisions of the law.[34]

Special Needs and Accommodations

If a truant or habitually truant student may qualify as a student with a disability, and require special education services or accommodations, the Director of Special Education shall be notified and shall take action to address the student's needs in accordance with applicable law, regulations and Board policy.[16][35][36][37]

For students with disabilities who are truant or habitually truant, the appropriate team shall be notified and shall address the student's needs in accordance with applicable law, regulations and Board policy.[16][35][37]

Discipline

The district shall not expel or impose out-of-school suspension, disciplinary reassignment or transfer for truant behavior.[32]

NOTES:

Remove language on withholding of credit or automatic grade deductions for students with unexcused/illegal absences (based on court decision). May include language on deduction of class participation grades only, if in response to unexcused/illegal absences.

See additional explanation on court case and info. from School Law Handbook.

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Book	Policy Manual
Section	200 Pupils
Title	Graduation
Code	217 Vol V 2023
Status	First Reading
Legal	<u>1. 24 P.S. 121</u> <u>2. 22 PA Code 4.24</u> <u>3. 22 PA Code 4.51</u> <u>4. 22 PA Code 4.52</u> <u>5. 24 P.S. 510.2</u> <u>6. 24 P.S. 1611</u> <u>7. 24 P.S. 1613</u> 8. Pol. 102 9. Pol. 127 10. Pol. 212 11. Pol. 233 <u>12. 24 P.S. 1331.1</u> 13. Pol. 251 <u>14. 24 P.S. 1614</u> <u>15. 22 PA Code 11.27</u> <u>16. 22 PA Code 4.12</u> <u>17. 34 CFR 300.102</u> <u>18. 34 CFR 300.305</u> 19. Pol. 113 <u>20. 22 PA Code 11.5</u> <u>21. 22 PA Code 11.8</u> <u>22. 22 PA Code 11.4</u> <u>23. 24 P.S. 7302</u> 24. Pol. 254 25. Pol. 216 <u>34 CFR Part 300</u> Interstate Compact on Educational Opportunity for Military Children (MIC3)

Purpose

The Board shall establish graduation requirements and acknowledge each student's successful completion of the instructional program by awarding diplomas and certificates at graduation ceremonies.

Authority

The Board shall adopt the graduation requirements students must achieve in accordance with state law and regulations.[1][2][3][4].

The Board requires graduation requirements to be published and distributed to students and parents/guardians, and made available in each school building and posted on the district's publicly accessible website. All changes to graduation requirements shall be published and distributed to students and parents/guardians, and made available in each school building and posted on the district's publicly accessible website immediately following approval by the Board. [2][5].

Diplomas

The Board shall award a high school diploma to every student enrolled in this district who meets the requirements for graduation established by this Board.[2][6][7][8][9][10]

A student who has completed the requirements for graduation shall not be denied a diploma as a disciplinary measure

{X }, but the student may be denied participation in the graduation ceremony when personal conduct so warrants. Such exclusion shall be regarded as a school suspension. [11]

Students Experiencing Educational Instability -

The district shall provide supports to ensure that students experiencing educational instability graduate in a timely manner, in accordance with law and Board policy. A graduation plan shall be developed to facilitate this process for students in grades nine (9) through twelve (12) who are experiencing educational instability.[12][13]

Students With Disabilities -

The Board shall permit a student with a disability, whose Individualized Education Program (IEP) prescribes continued educational services, to participate in commencement ceremonies with their graduating class and receive a certificate of attendance, provided that the student has attended four (4) years of high school. The Board shall issue a high school diploma to each student with a disability who completes the graduation requirements established by the Board or the goals established in the student's IEP, as determined by the student's IEP team.[1][2][14][15][16][17][18][19]

Part-Time Students -

A student may qualify for graduation by attending a district school part-time when lawfully employed part-time or when officially enrolled part-time in a postsecondary institution.[20][21]

Full-Time Postsecondary Students -

The fourth year of high school shall not be required for graduation if a student has completed all requirements for graduation and attends a postsecondary institution as a full-time student.[21]. [22].

Children of Active Duty Military Families –

The district shall provide supports to facilitate the on-time graduation of children of active duty military families in accordance with the Interstate Compact on Educational Opportunity for Military Children, state law and Board policy.[23][24]

{X } Eligible Veterans -

{X } In order to honor and recognize honorably discharged eligible veterans who left high school prior to graduation to serve in World War II, the Korean War or the Vietnam War, the Board shall grant a diploma to a veteran who meets the applicable requirements of law and completes the required application.[6].

{X } Upon proper application, the Board may award a diploma posthumously to a veteran who meets the stated requirements.

{X } The Superintendent shall submit to the Board for its approval the names of veterans of World War II, the Korean War and the Vietnam War who are eligible for a high school diploma.

Delegation of Responsibility

The Superintendent or designee shall be responsible for ensuring the following:

1. Publication and distribution of graduation requirements to students and parents/guardians. [2][5].
2. Counseling of students regarding expectations of graduation requirements.[2][3][4][8][9][10][16].
3. Assessment of individual student attainment of academic standards to ensure the student's progress toward achievement of graduation requirements.[2][3][4][8][9][10][16].
4. Accurate recording and reporting of each student's progress and accumulation of graduation requirements.[10][25]
5. Provision of assistance to those students having difficulty attaining the academic standards. [1][2].
6. Development of a list of individuals who qualify for the award of a diploma.
7. Planning and executing graduation ceremonies that appropriately recognize this important achievement.

The Superintendent or designee shall annually, no later than December 1, report to the PA Department of Education (PDE) graduation information and data, as required by law.[1].

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Book	Policy Manual
Section	200 Pupils
Title	Dress and Grooming
Code	221 Vol IV 2022
Status	First Reading
Legal	<u>1. 24 P.S. 1317.3</u> <u>2. 22 PA Code 12.11</u> 3. Pol. 251 4. Pol. 325

Purpose

The Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference.

Authority

The Board has the authority to impose limitations on students' dress in school. The Board will not interfere with the right of students and their parents/guardians to make decisions regarding their appearance, except when their choices disrupt the educational program of the schools or constitute a health or safety hazard.[1][2]

{ } The Board may require students to wear standard dress or uniforms, which may be required district-wide or by individual schools.[1][2]

Students may be required to wear certain types of clothing while participating in physical education classes, technical education, extracurricular activities or other situations where special attire may be required to ensure the health or safety of the student.[2]

The Board directs district staff to support students experiencing educational instability by waiving penalties related to a delay in compliance with Board policy or school rules related to dress and grooming.[3]

Delegation of Responsibility

The building principal or designee shall be responsible to monitor student dress and grooming, and to enforce Board policy and school rules governing student dress and grooming.

The Superintendent or designee shall ensure that all school rules implementing this policy impose only the minimum necessary restrictions on the exercise of the student's taste and individuality.[2]

Staff members shall be instructed to demonstrate, by example, positive attitudes **and compliance with Board policy and school rules related to dress and grooming.**[4]

NOTE:

If district has three (3) employee sections, remember to change the policy cites in the policy and references.

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Book	Policy Manual
Section	200 Pupils
Title	Suspension and Expulsion
Code	233 Vol IV 2022
Status	First Reading
Legal	<u>1. 22 PA Code 12.6</u> <u>2. 22 PA Code 12.7</u> <u>3. 22 PA Code 14.143</u> <u>4. 20 U.S.C. 1400 et seq</u> <u>5. 34 CFR Part 300</u> <u>6. 22 PA Code 12.8</u> <u>7. 24 P.S. 1318</u> <u>8. 2 Pa. C.S.A. 101 et seq</u> <u>9. 2 Pa. C.S.A. 101</u> <u>10. Pol. 204</u> <u>11. 24 P.S. 1326</u> <u>12. Pol. 113</u> <u>13. Pol. 113.1</u> <u>14. Pol. 218</u> <u>15. Pol. 216</u> <u>16. Pol. 113.4</u> <u>22 PA Code 12.3</u>

Purpose

The Board recognizes that exclusion from the educational program of the schools, whether by suspension or expulsion, is the most severe sanction that can be imposed on a student and one that cannot be imposed without due process. The Board shall define and publish the types of offenses that would lead to exclusion from school. Exclusions affecting students with disabilities shall be governed by applicable state and federal law and regulations.[1][2][3][4][5]

Authority

The Board may, after a proper hearing, suspend or expel a student for such time as it deems necessary, or may permanently expel a student.[1][6][7]

Guidelines

Exclusion From School - Suspension

The principal or person in charge of the school may suspend any student for disobedience or misconduct for a period of one (1) to ten (10) consecutive school days and shall immediately notify the parent/guardian and the Superintendent in writing when the student is suspended.[1][Z]

No student may be suspended without notice of the reasons for which **the student** is suspended and an opportunity to be heard on **their** own behalf before the school official who holds the authority to reinstate the student. Prior notice is not required where it is clear that the health, safety or welfare of the school population is threatened. Suspensions may not be made to run consecutively beyond the ten-school day period.[1]

When a suspension exceeds three (3) school days, the student and parent/guardian shall be given the opportunity for an informal hearing with the designated school official. Such hearing shall take place as soon as possible after the suspension, and the district shall offer to hold it within the first five (5) days of the suspension.[1][6]

Informal hearings under this provision shall be conducted by the

{ X } building principal.

{ } Superintendent.

{ } person in charge of the school.

Purpose of Informal Hearing

The purpose of the informal hearing is to permit the student to explain the circumstances surrounding the event leading to the suspension, to show why the student should not be suspended, and to discuss ways to avoid future offenses.[6]

Due Process Requirements for Informal Hearing[6]

1. The student and parent/guardian shall be given written notice of the reasons for the suspension.
2. The student and parent/guardian shall receive sufficient notice of the time and place of the informal hearing.
3. The student may question any witnesses present at the informal hearing.
4. The student may speak and produce witnesses who may speak at the informal hearing.
5. The district shall offer to hold the informal hearing within five (5) days of the suspension.

Exclusion From Class - In-School Suspension

No student may receive an in-school suspension without notice of the reasons for which **the student** is suspended and an opportunity to be heard prior to the time the suspension becomes effective. The parent/guardian shall be informed of the suspension action taken by the school.[2]

Should the in-school suspension exceed ten (10) consecutive school days, the student and parent/guardian shall be offered an informal hearing with the building principal. Such hearing shall take place prior to the eleventh day of the in-school suspension. The procedure shall be the same as the procedure for informal hearings held in connection with out-of-school suspensions. [2][6]

The district shall provide for the student's education during the period of in-school suspension. [2]

Expulsion

Expulsion is exclusion from school by the Board for a period exceeding ten (10) consecutive school days. The Board may permanently expel from the district rolls any student whose misconduct or disobedience warrants this sanction. No student shall be expelled without an opportunity for a formal hearing before [1][6][Z]

{X } the Board,

{ } a duly authorized committee of the Board,

{X } a qualified hearing examiner appointed by the Board,

and upon action taken by the Board after the hearing.

Expulsion Hearings

A formal hearing shall be required in all expulsion actions.[1][6][Z][8]

The formal hearing shall observe the due process requirements of:[6]

1. Notification of the charges in writing by certified mail to the student's parent/guardian.
2. At least three (3) days' notice of the time and place of the hearing, which shall include a copy of this policy, hearing procedures and notice of the right to representation by legal counsel. A student may request the rescheduling of the hearing when **the student** demonstrates good cause for an extension.
3. The hearing shall be private unless the student or parent/guardian requests a public hearing.
4. Representation by counsel at the parent's/guardian's expense and parent/guardian may attend the hearing.
5. Disclosure of the names of witnesses against the student and copies of their written statements or affidavits.
6. The right to request that witnesses against the student appear in person and answer questions or be cross-examined.
7. The right to testify and present witnesses on the student's behalf.
8. A written or audio record shall be kept of the hearing and a copy made available to the student at the student's expense, or at no charge if the student is indigent.
9. The hearing shall be held within fifteen (15) school days of the notice of charges, unless a delay is mutually agreed to by both parties or is delayed by:

- a. The need for laboratory reports from law enforcement agencies.
 - b. Evaluations or other court or administrative proceedings are pending due to a student's invoking **their** rights under the Individuals with Disabilities Education Act (IDEA).
 - c. Delay is necessary due to the condition or best interests of the victim in cases of juvenile or criminal court involving sexual assault or serious bodily injury.
10. Notice of a right to appeal the results of the hearing shall be provided to the student with the expulsion decision.

Adjudication

A written adjudication shall be issued after the Board has acted to expel a student. The adjudication may include additional conditions or sanctions.[9]

Attendance/School Work During Suspension and Prior to Expulsion

Students serving an out-of-school suspension must make up missed exams and work, and shall be permitted to complete assignments pursuant to established guidelines.[1][10]

Students who are facing an expulsion hearing must be placed in their normal classes if the formal hearing is not held within the ten-school day suspension.

If it is not possible to hold the formal hearing within the first ten (10) school days, the school district may exclude such a student from class for up to five (5) additional – fifteen (15) total – school days if, after an informal hearing, it is determined that the student's presence in **their** normal class would constitute a threat to the health, safety or welfare of others.

Any further exclusion prior to a formal hearing may be only by mutual agreement. Such students shall be given alternative education, which may include home study.

Attendance/School Work After Expulsion

Students who are under **eighteen (18)** years of age are still subject to compulsory school attendance even though expelled and shall be provided an education.[1][10][11]

The parent/guardian has the initial responsibility of providing the required education and shall, within thirty (30) days, submit written evidence to the school that the required education is being provided or that they are unable to do so. If the parent/guardian is unable to provide for the required education, the school district shall, within ten (10) days of receipt of the parent's/guardian's notification, make provision for the student's education.

The Board may provide an educational program to the student immediately upon expulsion and may waive the 30-day period, at its discretion.

Students With Disabilities

A student with a disability shall be provided educational services as required by state and federal laws and regulations and Board policies.[12][13]

Delegation of Responsibility

The Superintendent or designee shall develop administrative regulations to implement this policy which include:

1. Publication of a Code of Student Conduct, in accordance with Board policy on student discipline.[14]
2. Procedures that ensure due process when a student is being deprived of the right to attend school.
3. Regulations regarding student records which require that records of disciplinary suspension be maintained in accordance with Board policy on student records.[15][**16**]
4. The name of a student who has been disciplined shall not become part of the agenda or minutes of a public meeting, nor part of any public record of the Board. Such students may be designated by code.
5. Any student who has been expelled may apply for readmission to school upon such conditions as may be imposed by the Board.

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Book	Policy Manual
Section	200 Pupils
Title	Students Experiencing Homelessness, Foster Care and Other Educational Instability
Code	251 Vol III 2023
Status	First Reading
Legal	<u>1. 22 PA Code 11.18</u> <u>2. 24 P.S. 1305</u> <u>3. 24 P.S. 1306</u> <u>4. 24 P.S. 1331.1</u> <u>5. 20 U.S.C. 6311</u> <u>6. 20 U.S.C. 6312</u> <u>7. 42 U.S.C. 11431 et seq</u> <u>8. 42 U.S.C. 675</u> 9. Pol. 221 10. Pol. 810 11. Pol. 113 12. Pol. 115 13. Pol. 121 14. Pol. 122 15. Pol. 123 16. Pol. 114 17. Pol. 231 18. Pol. 124 19. Pol. 217 20. Pol. 223 21. Pol. 808 22. Pol. 110 <u>23. 23 Pa. C.S.A. 6301 et seq</u> <u>24. 42 Pa. C.S.A. 6301 et seq</u> <u>25. 45 CFR 1355.20</u> <u>26. 42 U.S.C. 11434a</u> <u>27. 42 U.S.C. 11432</u> 28. Pol. 103.1

29. Pol. 113.4
 30. Pol. 216
 31. Pol. 200
 32. Pol. 201
 33. Pol. 203
 34. Pol. 204
 35. Pol. 209
 36. Pol. 206
 37. Pol. 906
 38. Pol. 202
 39. 20 U.S.C. 1232g
 40. Pol. 146
 41. Pol. 918
 42. Pol. 138
 43. 24 P.S. 121
20 U.S.C. 6301 et seq
22 PA Code 403.1
34 CFR Part 99
67 Fed. Reg. 10698

PA Education for Homeless Children and Youth State Plan

Basic Education Circular, August 1, 2022: Act 1 of 2022 - Assisting Students Experiencing Educational Instability

Ensuring Educational Stability for Foster Care Youth - Transportation Plan Guide

Purpose

The Board recognizes the challenges encountered by students experiencing homelessness, foster care and other educational instability. The Board is committed to facilitating the immediate enrollment; eliminating barriers to the attendance, education and graduation; and providing additional supports in compliance with federal and state laws, regulations and Board policy, for such students.[1][2][3][4][5][6][7][8].

Authority

The Board directs the district to collaborate with school staff, other school districts, local agencies and other entities in supporting the needs of students experiencing educational instability.

The Board shall ensure that students experiencing educational instability have equal access to the same educational programs, activities and services provided to other district students.[1][2][3][4][5][6][7].

The Board authorizes the Superintendent to waive specific requirements in Board policies, procedures and administrative regulations to the extent that they create barriers for the enrollment and attendance of students experiencing educational instability. Such waivers include, but are not limited to, requirements regarding:[1][2][3][4][5][6][7].

1. Dress code.[9]
2. Transportation.[10]
3. School-sponsored or extracurricular activities for which students meet placement and qualification requirements, including, but not limited to, clubs, athletics, performing arts, class trips, social events, career and technical education, internships and specialized classes.[11][12][13][14][15][16][17]
4. Fees related to school-sponsored or extracurricular activity participation fees, and other fees including, but not limited to, school identification (badges, cards, etc.), uniforms, materials, lost or damaged items, athletic physical exams, parking or driving, food services, library, locker or padlock rental or replacement, summer school or credit recovery, technology and graduation regalia.[9][13][14][15][18][19][20][21][22]
5. Graduation.[19]
6. Registration deadlines.

It is the policy of the Board that no student shall be discriminated against, segregated or stigmatized based on their status as a student experiencing educational instability.

Definitions

Student Experiencing Educational Instability means a student who has experienced one (1) or more changes in school enrollment during a single school year due to any of the following:[4]

1. Homelessness.[1][3][7]
2. An adjudication of:[23][24]
 - a. Dependency relating to child protective services and juvenile matters;
 - b. Delinquency, if disclosed by the student's parent/guardian; or
 - c. As part of court-ordered services under a voluntary placement or custody agreement.

A student experiencing foster care may also qualify as a student experiencing educational instability as defined above, if such circumstances apply.[25]

Enroll or Enrollment means attending classes and participating fully in school activities.[26]

Additional costs means the difference between what the district spends to transport a resident student to the student's assigned school and the cost to transport a child in foster care to the child's school of origin.

Foster care means twenty-four (24) hour substitute care for children placed away from their parents or guardians and for whom the child welfare agency has placement and care responsibility. This includes, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions and pre-adoptive homes. A child is in foster care in accordance with this definition regardless of whether the foster care facility is licensed and payments are made by the state, tribal or local agency for the care of the child, whether adoption subsidy payments are being made prior to the finalization of an adoption or whether there is federal matching of any payments that are made. [25]

Homeless children and youths means individuals who lack a fixed, regular and adequate nighttime residence, and includes:[26]

1. Children and youths who are:
 - a. Sharing the housing of other persons due to loss of housing, economic hardship or a similar reason;
 - b. Living in motels, hotels, trailer parks or camping grounds due to lack of alternative adequate accommodations;
 - c. Living in emergency, transitional or domestic violence shelters; or
 - d. Abandoned in hospitals;
2. Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
3. Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations or similar settings;
4. Migratory children who qualify as homeless because they are living in circumstances described above; and
5. School-aged parents living in houses for school-aged parents if they have no other available living accommodations.

School of origin is the school in which the student experiencing educational instability was last enrolled.

- The school of origin for a *homeless child or youth* - the last school in which the homeless child or youth was enrolled when permanently housed or the school in which the homeless child or youth was last enrolled, including preschool.[27]
- The school of origin for a *child in foster care* - the school in which a child is enrolled at the time of placement in foster care. If a child's foster care placement changes, the school of origin is the school the child is attending immediately prior to each change in placement.[8]
- When the homeless child or youth, or child in foster care, completes the final grade level served by the school of origin, the school of origin shall become the designated receiving school at the next grade level for all feeder schools.

Unaccompanied youth means a homeless child or youth not in the physical custody of a parent or guardian. This includes youth who have run away from home; been abandoned or forced out of home by a parent, guardian or other caretaker; or separated from a parent or guardian for any other reason.[26]

Delegation of Responsibility

The Board designates the

{ } Superintendent

{ } Assistant Superintendent

{ } Federal Programs Coordinator

{ } Home and School Visitor

{X } Director of Student Services

{ } Homeless Child or Youth Liaison

{ } (Other) _____

to serve as the district's point of contact for students experiencing educational instability.[4][5][27]

The name and contact information of the district's point of contact shall be included in the student's education records and provided to the student's education decision maker.[4]

The district's point of contact shall ensure outreach and coordination with the following, as appropriate to each individual student's needs:[4][5][27]

1. Local children and youth agency to:
 - a. Establish formal mechanisms to ensure that the district is promptly notified when a child enters foster care or changes foster care placements;
 - b. Develop a protocol on how to make best interest determinations; and
 - c. Develop and coordinate transportation procedures.
2. Other local service agencies and entities that provide services to students experiencing educational instability.
3. Other school districts on issues of prompt identification, transfer of records, transportation and other inter-district activities.
4. District staff responsible for the provision of services under Section 504 of the Rehabilitation Act and the Individuals with Disabilities Education Act.[11][28]
5. State and local housing agencies responsible for comprehensive housing affordability strategies.

The district's point of contact, in consultation with the school counselor, school social worker, home and school visitor or school psychologist and the student's Individualized Education Program (IEP) team or Section 504 Team, shall:[4]

1. Facilitate the student's expedited consultation with the school counselor or other mental health professionals, as appropriate.
2. Facilitate the prompt placement of the student in appropriate courses.
3. Connect the student with educational services that meet the student's specific needs.
4. Immediately request the prior school entity, county agency and the student's education decision maker to provide the complete student information and records, including an IEP or Section 504 service agreement, if applicable. Within ten (10) business days, the prior school entity located within Pennsylvania, including schools with residential placements, shall provide the requested information and records to ensure proper transfer of course credits, grades and an IEP or Section 504 service agreement, if applicable.
5. Develop and execute a graduation plan in collaboration with the student in grades nine (9) through twelve (12). The graduation plan shall be customized to meet the specific needs of the student and shall detail the courses necessary for on-time graduation and transition to

postsecondary education or the workforce. The graduation plan shall be included in the student's education records.

Additional Responsibilities to Support Homeless Students -

The district's point of contact shall ensure that public notice of the educational rights of homeless children and youths is disseminated in locations frequented by parents/guardians of homeless children and youths, and unaccompanied youths, including schools, shelters, public libraries and soup kitchens. Such notice shall be provided in a manner and form understandable to the parents/guardians of homeless children and youths, and unaccompanied youths.[27]

The district's point of contact shall provide reliable, valid and comprehensive data to the Coordinator of Pennsylvania's Education for Children and Youth Experiencing Homelessness (ECYEH) Program in accordance with federal and state laws and regulations.[27]

Training

The district's point of contact shall provide professional development and training to school staff on the education needs of students experiencing educational instability.

Additional Training to Support Homeless Students -

The district's point of contact shall participate in professional development programs and other technical assistance activities offered by the Coordinator of Pennsylvania's Education for Children and Youth Experiencing Homelessness Program.[27]

The district's point of contact shall arrange professional development programs for school staff, including office staff.[27]

School personnel providing services to homeless children and youths, including school enrollment staff, shall receive professional development and support to:[27]

1. Improve identification of homeless children and youths and unaccompanied youths;
2. Understand the rights of such children, including requirements for immediate enrollment and transportation; and
3. Heighten the awareness of, and capacity to respond to, the educational needs of such children.

Guidelines

Students enrolled in this district experiencing educational instability shall be provided support and services, as appropriate to each individual student's needs, in accordance with Board policy. [4]

Minimal documentation shall be required for a student experiencing educational instability to qualify for supports and services. Information used to determine that a student is experiencing educational instability may be confirmed verbally, in writing or by another manner by shelter providers, outreach workers, case managers, juvenile probation officers and others.

Parents/Guardians and students have the authority to determine what information shall be shared with the district.

Information related to the student's educational instability status shall be confidential and disclosed by the point of contact or other administrators only to other school staff who have a legitimate need to know unless authorized by the student or parent/guardian.[29][30]

Enrollment

Except when an unaccompanied youth or the parents/guardians of a homeless youth request otherwise, it shall be presumed that a student experiencing educational instability shall continue to be enrolled in their school of origin unless it is determined that it is not in the student's best interest to remain in the school of origin.[5][27]

In accordance with the homeless child's or youth's best interest, the district shall continue to enroll a homeless student in the student's school of origin within the district while the student remains homeless and through the end of the academic year in which the student obtains permanent housing.[27]

An unaccompanied youth or the parents/guardians of a homeless student may request enrollment in any grade-appropriate school within the district regardless of the district attendance area where the student is actually living or a school of origin in another district.[27]

The district's point of contact shall assist an unaccompanied youth in placement or enrollment decisions, giving priority to the views of the student in determining where the student will be enrolled.[27]

Best Interest Determination -

The best interest determination shall be made in accordance with federal and state laws and regulations, court orders and established local procedures.

In making a best interest determination, the district shall:[5][27]

1. In the case of a homeless child or unaccompanied youth, give priority to the request of the parent/guardian or unaccompanied youth.
2. Consider student-centered factors related to impact of mobility on achievement, education, appropriateness of the current educational setting, health and safety, and proximity to living arrangements including foster care placement.

The cost of transportation shall not be used as a factor in the best interest determination.

Documentation related to the best interest determination shall be maintained in the student's education record.[29][30]

Timeliness of Enrollment -

When a school receives a student experiencing educational instability, the school shall immediately enroll the student and begin instruction, even if:[4][5][7][29][30][31][32][33][34][35]

1. The student is unable to produce records normally required for enrollment.[27][31]
2. The application or enrollment deadline has passed.[27][31][32]

The district's point of contact shall immediately contact the school last attended by the student to obtain relevant academic or other records.[27]

The district may require a parent/guardian to submit contact information.

Grade Level Assignment -

If the district is unable to determine the student's grade level due to missing or incomplete records, the district may administer tests or utilize appropriate means to determine the student's assignment within the school.[36]

Dispute Resolution

If a dispute involving a student experiencing educational instability arises, the concern shall be addressed and/or resolved at the lowest appropriate level in accordance with Board policy, unless otherwise stated below.[37]

Dispute Resolution for Homeless Students -

If the district determines that it is not in the student's best interest to attend the school of origin or the school requested by the unaccompanied youth or parent/guardian, the district shall provide the unaccompanied youth or parent/guardian with a written explanation of the reasons for its determination. The explanation shall be in a manner and form understandable to the unaccompanied youth or parent/guardian and shall include information regarding the right to appeal.[27]

If a dispute arises over eligibility, enrollment or school selection:[27]

1. The parent/guardian or unaccompanied youth shall be referred to the district's point of contact, who shall assist in the dispute resolution process.
2. The student shall be immediately enrolled in the school in which enrollment is sought, pending final resolution of the dispute, including all available appeals.
3. The district's point of contact shall issue a written decision of the dispute within twenty (20) business days of being notified of the dispute.

A parent/guardian or unaccompanied youth may file a complaint with the Coordinator of Pennsylvania's Education for Children and Youth Experiencing Homelessness Program.

Dispute Resolution for Students in Foster Care -

If a dispute arises over the appropriate school placement for a child in foster care, to the extent feasible and appropriate, the child shall remain in their school of origin, pending resolution of the dispute.[2]

{ X } Students Discharged From Foster Care

A student who has been discharged from foster care may be permitted to finish the [38]

(X) school year

() semester

in this district, if appropriate,

() with payment of tuition.

(X) without payment of tuition.

Education Records

Information about a student's educational instability shall be treated as a student education record subject to the protections of the Family Educational Rights and Privacy Act (FERPA), and shall not be deemed to be directory information.[29][30][39]

The district may disclose personally identifiable information from the education records of a student without written consent of the parent/guardian or the eligible student if the disclosure is: [29][30][39].

1. To comply with a court order authorizing the disclosure of education records in a case where a parent is a party to a proceeding involving child abuse or neglect or a dependency matter.
2. To an agency caseworker or other representative of a state or local child welfare agency, or tribal organization, who has the right to access a student's case plan, as defined and determined by the state or tribal organization, when such agency or organization is legally responsible, in accordance with state or tribal law, for the care and protection of the student, provided that the education records, or the personally identifiable information contained in such records, of the student will not be disclosed by such agency or organization, except to an individual or entity engaged in addressing the student's education needs and authorized by such agency or organization to receive such disclosure and such disclosure is consistent with the state or tribal laws applicable to protecting the confidentiality of a student's education records.

Comparable Services

Students experiencing educational instability shall be provided services comparable to those offered to other district students including, but not limited to:[3][27][40]

1. Transportation services.[10]
2. School nutrition programs.[21]
3. Career and technical education.[12]
4. Educational programs for which the student meets the eligibility criteria, such as:
 - a. Services provided under Title I or similar state or local programs.[41]
 - b. Programs for English Learners.[42]
 - c. Programs for students with disabilities.[11]
 - d. Programs for gifted and talented students.[16]
5. { X } Preschool programs.

Transportation for Homeless Students -

The district shall provide transportation for homeless students to their school of origin or the school they choose to attend within the district.[3][10][27]

If the school of origin is outside district boundaries or homeless students live in another district but will attend their school of origin in this district, the school districts shall agree upon a method to apportion the responsibility and costs of the transportation.[27]

Transportation for Students in Foster Care -

The district shall ensure that children in foster care needing transportation to their school of origin promptly receive transportation in a cost-effective manner.[6][10]

To ensure that transportation for children in foster care to their school of origin is provided, arranged, and funded, the district shall collaborate with the local children and youth agency to develop a local transportation plan.[6]

The transportation plan shall address the following:[6]

1. The procedure the district and local children and youth agency will follow to provide transportation for children in foster care in a cost-effective manner and in accordance with applicable law.[8]
2. How transportation costs will be covered if additional costs are incurred. Options include:
 - a. The local children and youth agency agrees to reimburse the district;
 - b. The district agrees to pay for the cost;[6]
 - c. The district and the local children and youth agency agree to share the costs; or
 - d. The district of origin, the district of foster residence, and the placing children and youth agency agree to share the costs.
3. Dispute resolution procedures to ensure that any disagreements regarding the cost of transportation are resolved promptly and fairly, and do not impact a student's ability to remain in the school of origin during the dispute resolution process.

The district shall submit the local transportation plan, including any updates or revisions, to the Pennsylvania Department of Education.

Transportation shall be provided to children in foster care in accordance with the local transportation plan regardless of whether transportation is provided to district students.

Course Credit and Graduation

The district shall ensure that each student experiencing educational instability in grades nine (9) through twelve (12) is provided with a graduation plan to facilitate the student's timely graduation. The graduation plan shall specify the courses and other requirements necessary for the student to graduate. The district's efforts to ensure that the student experiencing educational instability graduates in a timely manner may include:[4][5][6]

1. Waiving a specific course required for graduation if similar coursework has been satisfactorily completed in another school entity or the student has demonstrated competency in that content area. Evidence as to whether coursework has been satisfactorily completed and the amount of full or partial credit assigned, may be determined through any of the following:[4][19]
 - a. Competency demonstration, which could include, but is not limited to:
 - i. Submission of an essay, presentation or project.
 - ii. Recognition that the student has already successfully completed a higher-level course, an experiential learning opportunity or internship that demonstrates competence in the content area.
 - b. Performance on an examination.
 - c. Successful completion of a career and technical education course.

- d. Other evidence or method determined appropriate by the district.
2. If a specific course requirement cannot be waived, the district shall provide an alternative or modified course of study that is currently offered to students and that will assist the student with acquiring the required work or competency requirements by the anticipated graduation date.
3. If, after considering full and partial course credits, waiving courses or providing alternative courses of study, the district determines that the student meets the established graduation requirements, the student shall be allowed to participate in the graduation ceremony and graduate with their peers.

If the student is determined not eligible for graduation, the district may request a high school diploma from the prior school entity. The prior school entity may issue a diploma if the student meets the prior school entity's graduation requirements.

Keystone Diploma –

In any school year for which demonstration of proficiency on a Keystone exam is required for graduation, a student who has successfully satisfied the graduation requirements may obtain a secondary school diploma known as the Keystone Diploma from the PA Department of Education, if both of the following provisions apply:[4][43]

1. All other graduation options have been exhausted.
2. The student is unable to obtain a diploma from the student's prior or receiving school entity.

The district's point of contact shall assist the student in determining the student's eligibility for a Keystone Diploma and, if eligible, obtaining the Keystone Diploma from the PA Department of Education.[4][43]

Students with Disabilities –

Students experiencing educational instability who have an IEP shall maintain the right to special education and the right to graduate either through attainment of credits or through the completion of the goals established in their IEP, **in accordance with applicable law, regulations, Board policy, administrative regulations and state guidance.**[11][19]

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Book	Policy Manual
Section	800 Operations
Title	Transportation
Code	810 Vol V 2023
Status	First Reading
Legal	<ol style="list-style-type: none"> 1. <u>75 Pa. C.S.A. 102</u> 2. <u>24 P.S. 1361</u> 3. <u>24 P.S. 1362</u> 4. <u>24 P.S. 1726-A</u> 5. <u>22 PA Code 23.1</u> 6. <u>22 PA Code 23.2</u> 7. <u>22 PA Code 23.4</u> 8. Pol. 610 9. Pol. 611 10. Pol. 818 11. <u>75 Pa. C.S.A. 3345.1</u> 12. <u>67 PA Code 447.1 et seq</u> 13. <u>22 PA Code 23.3</u> 14. <u>24 P.S. 1374</u> 15. Pol. 103 16. Pol. 103.1 17. Pol. 113 18. Pol. 140 19. <u>20 U.S.C. 6312</u> 20. Pol. 251 21. <u>42 U.S.C. 11432</u> 22. <u>35 P.S. 4601 et seq</u> 23. <u>35 P.S. 4608</u> 24. <u>67 PA Code 212.101</u> 25. Pol. 121 26. Pol. 209.1 27. Pol. 209.2 28. Pol. 210

29. Pol. 210.1
30. Pol. 113.4
31. Pol. 216
32. 24 P.S. 1517
33. 75 Pa. C.S.A. 4552
34. Pol. 805
24 P.S. 1331
24 P.S. 1365
24 P.S. 1366
24 P.S. 2541
24 P.S. 2542
22 PA Code 15.1 et seq
22 PA Code 23.6
75 Pa. C.S.A. 4551-4553
20 U.S.C. 6301 et seq
42 U.S.C. 11431 et seq
49 CFR Part 37
49 CFR Part 38
Pol. 810.1

Purpose

Transportation for students shall be provided in accordance with law and Board policy.

Definitions

School bus means a motor vehicle that is designed to carry eleven (11) passengers or more, including the driver, and is used for the transportation of preprimary, primary or secondary school students to or from public, private or parochial schools or events related to such schools or school-related activities.[1]

School vehicle means a motor vehicle, except a motorcycle, designed for carrying no more than ten (10) passengers, including the driver, and used for the transportation of preprimary, primary or secondary school students while registered by or under contract to the school district. The term includes vehicles having chartered, group and party rights under the Pennsylvania Public Utility Commission and used for the transportation of school children.[1]

Authority

The Board shall provide transportation for resident students in grades kindergarten through 12 to the district's public schools and charter, regional charter and nonpublic schools located in the district or within the district's transportation boundary or other placements as required by law or agreements. The district's transportation boundary is a distance not exceeding ten (10) miles by the nearest public highway outside the school district's border.[2][3][4]

The Board shall purchase, lease, equip and maintain school buses/vehicles and/or contract for school bus/vehicle services for transportation of students to and from school at regularly scheduled hours and for field trips and extracurricular activities.[2][3][5][6][7][8][9][10][11]

The Board shall provide transportation for students living within the prescribed limits when walking conditions to the school are found to be hazardous by the Department of Transportation.[3][12]

The Board shall provide transportation for students with disabilities, without regard to distance or hazardous walking conditions, when required by the student's individualized education program (IEP) or Section 504 Service Agreement.[13][14][15][16][17]

The Board shall provide transportation for eligible resident students who are enrolled in nonpublic schools or charter schools as required by law.[2][4][18]

The Board shall provide transportation for children in foster care in accordance with federal and state laws and regulations, and the local transportation plan.[19][20]

The Board shall provide transportation for homeless children and youths in accordance with federal and state laws and regulations.[20][21]

The Board prohibits any diesel-powered motor vehicle weighing 10,001 pounds or more to idle for more than five (5) minutes in any continuous sixty-minute period while parked, loading or unloading, except as allowed by law.[22]

The Board shall ensure that permanent signs, notifying drivers of the idling restrictions, are maintained on district property at locations where diesel-powered motor vehicles weighing 10,001 pounds or more load or unload. Signs shall also be posted at locations that provide fifteen (15) or more parking spaces for such diesel-powered motor vehicles.[23][24]

Delegation of Responsibility

The school bus/vehicle driver shall be responsible to maintain order while students are being transported.

The school bus/vehicle driver shall report all incidents, including, but not limited to, discipline problems, medical problems, bullying/harassment, safety issues, accidents or injuries, and violations of Pennsylvania's School Bus Stopping Law to the Superintendent or designee as soon as practicable.

The building principal may suspend a student from bus transportation for disciplinary reasons, and the parents/guardians shall be responsible for the student's transportation.[Z]

The Superintendent or designee shall be responsible to:

1. Maintain records and make required reports regarding school transportation.[5][Z]
2. Distribute rules governing student conduct during transport; such rules shall be binding on all students transported by the district.[Z]
3. Provide each school bus/school vehicle driver with:
 - a. The Pennsylvania School Bus Driver's Manual;
 - b. The written rules for student conduct on buses/vehicles;
 - c. The procedures for evacuation drills; and

- d. Any additional laws and applicable Board policies and administrative regulations which apply to school bus/vehicle drivers.
4. { } Establish administrative regulations that specify the number of chaperones to accompany students in connection with school-related activities and field trips.[7][25]
5. { } Prepare a district map or schedule indicating each bus stop and bus route.[7]

Guidelines

Student Health Information

When necessary for student safety, or when required by a student's IEP or Section 504 Service Agreement, a school bus/vehicle driver shall be provided with relevant student health and medical information.[16][17][26][27][28][29]

School bus/vehicle drivers shall maintain the confidentiality of student health/medical information in accordance with district policies and procedures and applicable law.[30][31]

Evacuation Drills

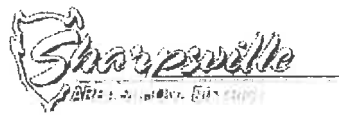
Bus evacuation drills shall be conducted twice a year and reported to the Pennsylvania Department of Education, in accordance with law and Board policy.[32][33][34]

NOTES:

Title 22, Sec. 23.4 - discipline, field trips, contracted negotiations, records
 Title 22, Sec. 23.6 - authorized passengers
 Computation of distance - 1366
 Field Trips - 24 P.S. Sec. 517 (farm show), 1361 (nonpublic); Title 22, Sec. 23.4
 Ten-mile boundaries - 1361
 Other boundaries - 1 ½ miles - 1362
 Payments/reimbursements - 2541, 2542, Title 22 Sec. 23.31-23.40
 Transportation - Title 22, Chapter 23
 School Buses/Vehicles - Title 67, Chapter 171
 Bus Drivers Minor Children - Title 22 Sec. 23.6
 Definitions of motor vehicle - Vehicle Code - 75 Pa. C.S.A. Sec. 102

If the district has existing language in policy on transportation routes and stops, which addresses students being limited to a single bus stop or single residence, recommend reviewing the language with the solicitor based on recent court cases regarding student transportation and residency (*Watts v Manheim Township SD*, *Wyland v West Shore SD*). Consult Legal with questions.

PSBA Revision 12/23 © 2023 PSBA



Book	Policy Manual
Section	800 Operations
Title	Records Management
Code	800 Vol II 2023
Status	First Reading
Legal	<u>1. 24 P.S. 518</u> <u>2. 65 P.S. 67.901</u> <u>3. Pol. 828</u> <u>4. 65 P.S. 67.102</u> <u>5. Pol. 801</u> <u>6. 24 P.S. 433</u> <u>7. 65 P.S. 67.708</u> <u>8. 20 U.S.C. 1232g</u> <u>9. 73 P.S. 2301 et seq</u> <u>10. Pol. 830</u> <u>11. Pol. 830.1</u> <u>12. 65 P.S. 67.506</u> <u>65 P.S. 67.101 et seq</u> <u>Federal Rules of Civil Procedure 16, 26, 34, 37, 45</u> <u>Pol. 004</u> <u>Pol. 006</u> <u>Pol. 105.2</u> <u>Pol. 113.4</u> <u>Pol. 114</u> <u>Pol. 138</u> <u>Pol. 203</u> <u>Pol. 203.1</u> <u>Pol. 209</u> <u>Pol. 212</u> <u>Pol. 216</u> <u>Pol. 216.1</u> <u>Pol. 233</u> <u>Pol. 314</u>

Pol. 324
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Pol. 702
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Pol. 716
Pol. 800.1
Pol. 810
Pol. 810.1
Pol. 912

Purpose

The Board recognizes the importance of establishing and maintaining a Records Management Plan that defines district staff responsibilities and complies with federal and state laws and regulations.

Authority

The Board shall retain, as a permanent record of the district, Board minutes, annual auditor's reports and annual financial reports. All other financial records, including financial account books, orders, bills, contracts, invoices, receipts and purchase orders, shall be retained by the district for a period of not less than six (6) years.[1]

All other district records shall be retained in accordance with state and federal laws and regulations and the district Records Management Plan approved by the Board.

The district shall make a good faith effort to comply with all proper requests for record production. Selective destruction of records in anticipation of litigation is forbidden.[2][3]

Definitions

Electronic Mail (Email) System - a system that enables users to compose, transmit, receive and manage text and/or graphic electronic messages and images across local area networks and through gateways connecting other networks. This information consists primarily of messages but may include attachments such as calendars, directories, distribution lists, word processing documents, spreadsheets and other electronic documents.

Litigation Hold - a communication ordering that all records and data relating to an issue being addressed by current or potential litigation or investigation be preserved for possible production during the litigation or investigation.

Records - information, regardless of physical form or characteristics, that documents a transaction or activity of the district and that is created, received or retained pursuant to law or in connection with a transaction, business or activity of the district. The term includes a document, paper, letter, map, book, tape, photograph, film or sound recording, information stored or maintained electronically and a data-processed or image-processed document.[4]

Records Management Plan - the system implemented by the district for the **storage**, retention, retrieval and disposition of all records generated by district operations.

Records Retention Schedule - a comprehensive listing stating retention periods and proper disposition of records.

Delegation of Responsibility

Any individual responsible for the collection, maintenance and/or security of records on behalf of the district shall comply with state and federal laws and regulations, Board policies, district procedures and the Records Management Plan.

Records Coordinator

In order to maintain a Records Management Plan that complies with federal and state laws and regulations and Board policy, the Board designates the

{ } Superintendent

{ } Assistant Superintendent

{X } Board Secretary

{ } Business Manager

as the district's Records Coordinator who shall serve as the chairperson of the Records Management Committee.

The Records Coordinator shall be responsible to:

1. Ensure that training appropriate to the user's position and level of responsibility is provided. Such training may include:
 - a. {X } Operation, care and handling of the equipment and software.
 - b. {X } Requirements of the Records Retention Schedule.
 - c. { X} Protocols for preserving and categorizing district records.
 - d. { X} Procedures and responsibilities of district staff in the event of a litigation hold.
 - e. {X } Identification of what is and what is not a record.
 - f. {X } Disposal of records.
2. Review the Records Management Plan periodically to ensure that record descriptions and retention periods are updated as necessary.
3. Identify, when the retention period expires, the specific records to be disposed of and ensure that all identified records are properly disposed of

{ } monthly.

☐ quarterly.

☒ annually.

☐ at regular intervals of _____.

Records Management Committee

A committee responsible for the development and recommendation of the district's Records Management Plan shall be established by the Board. The Records Management Committee shall give primary consideration to the most efficient and economical means of implementing the recommended Plan. Members of the Committee shall include the:

1. Open Records Officer.[5]
2. Superintendent.
3. Board Secretary.[6]
4. District solicitor.
5. Director of Information Technology or designee.
6. ☐ Business Manager.
7. ☐ Assistant Superintendent.
8. ☐ Board member(s).
9. ☐ Outside consultant(s).
10. ☐ _____ Other.

The Records Management Committee shall meet

☐ annually

☒ periodically

to evaluate the effectiveness and implementation of the Records Management Plan and recommend changes as needed.

Guidelines

Records Management Plan

The district's Records Management Plan shall be the principal means for the **storage**, retention, retrieval and disposition of manual and electronic records, including emails. The Plan shall not rely primarily on backup systems to manage the retention and disposition of records.

The Records Management Plan shall include:

1. Comprehensive listing of records and data of the district.
2. Criteria to distinguish records of the school district from the supplemental personal records of individual employees.[7][8]
3. System(s) of records storage and retrieval to be used, including in what form the records will be stored, maintained, reproduced and disposed.

4. Preservation measures to protect the integrity of records **and reduce the risk of a data breach. Such measures shall include encryption or other appropriate security procedures.**~~[9]~~~~[10]~~~~[11]~~
5. Data map or flow chart detailing the sources, routes and destinations of electronic records.
6. Procedures and **employee(s)** designated for determining whether an item is a record.
7. Procedures for adding, revising or deleting records and data, and any other details necessary to implement the Records Management Plan.
8. Records Retention Schedule.
9. Provisions for the storage and retrieval of records in the event of an emergency or disaster. ~~[11]~~
10. Staff positions authorized to access district records.
11. Procedures to be implemented in the event of a litigation hold that immediately suspends disposition of all records relevant to the current or potential claim. Such procedures shall specify:
 - a. {X } Who can initiate a litigation hold.
 - b. {X} How and to whom a litigation hold is communicated.
 - c. { X} Who will determine which records are subject to the litigation hold.
 - d. { X} Who will be responsible for collecting and preserving such records and data.
 - e. {X } Who will be responsible for monitoring and ensuring the district's compliance with the litigation hold.
 - f. { X} In what format the records will be collected.

When possible, records and data shall be stored in their original form, including metadata, such as creation date, author, type of file, etc.

For any record not covered by the Records Retention Schedule, the Records Management Committee shall determine how long the record shall be kept and recommend any necessary revisions to the retention schedule.

The district shall **store**, maintain and dispose of records in a manner that protects any sensitive, proprietary or confidential information or individual privacy rights, and helps conserve natural resources.

Manual Records

Manual records, which include all records not stored electronically, shall be retained and disposed of in accordance with the Records Management Plan.

Manual records shall be indexed in an organized and consistent manner, reflecting the way the records will be retained and referenced for later retrieval.

{X } The district requires that all manual record systems be assessed annually and all vital information be entered into an electronic records system for long-term storage and backup recovery.

The district shall develop and maintain adequate and up-to-date documentation about each manual record system. Documentation may:

1. {X } List system title and responsible employee(s) or office.
2. {X } Define the contents of the system, including record formats.
3. { X} Identify vital records and information.
4. {X } Determine restrictions on access and use.

Electronic Records

Electronic records shall be retained and disposed of in the same manner as records in other formats and in accordance with the Records Management Plan.

Electronic records shall be indexed in an organized and consistent manner, reflecting the way the records will be retained and referenced for later retrieval.

The district shall develop and maintain adequate and up-to-date documentation about each electronic record system. Documentation may:

1. { } List system title and responsible employee(s) or office.
2. {X } Specify all technical characteristics necessary for reading or processing the records stored on the system.
3. {X } Identify all defined inputs and outputs of the system.
4. {X } Define the contents of the system, including records formats and database tables.
5. {X } Identify vital records and information.
6. {X } Determine restrictions on access and use.
7. {X } Describe update cycles or conditions.

Email Records

Email messages, in and of themselves, do not constitute records. Retention and disposition of email messages depend on the function and content of the individual message.

Records on an email system, including messages and attachments, shall be retained and disposed of in accordance with the district's Records Management Plan.

Email messages and attachments that do not meet the definition of records shall be deleted

- { } immediately.
- { } every week.
- { } every ten (10) days.
- {X } as required by the Records Management Plan.

{X } Email records may be maintained as an electronic record or be printed and maintained as a manual record.

For each email considered to be a record, the following information shall be retained:

1. Message content.
2. Name of sender.
3. Name of recipient.
4. Date and time of transmission and/or receipt.

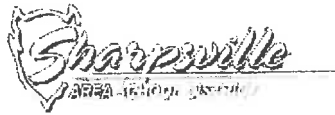
Service Providers

The Board requires service providers contracted by the district to create, maintain, retain and dispose of district records in accordance with the Records Management Plan.**[12]**

NOTES:

If district has three (3) employee sections, remember to change the policy cites in the policy and references.

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Book	Policy Manual
Section	800 Operations
Title	Security of Computerized Personal Information/Breach Notification
Code	830 Vol II 2023
Status	First Reading
Legal	<u>1. 73 P.S. 2301 et seq</u> 2. Pol. 113.4 3. Pol. 216 4. Pol. 324 5. Pol. 800 6. Pol. 800.1 7. Pol. 815 8. Pol. 830.1 <u>9. 73 P.S. 2302</u> 10. Pol. 801 <u>11. 73 P.S. 2303</u> <u>12. 73 P.S. 2304</u> <u>15 U.S.C. 1681a</u>

Purpose

The Board is committed to the security of the district's computerized data and to addressing the risk of a breach of the district's systems involving the possible disclosure of personal information. This policy addresses the manner in which the district will respond to unauthorized access and acquisition of computerized data that compromises the security and confidentiality of personal information.

Authority

The Board requires that records containing personal information be securely maintained, stored and managed in compliance with state and federal laws, regulations, Board policy, administrative regulations and the district's Records Management Plan.[1][2][3][4][5][6][7][8]

The Board directs **the district to provide notice as required by law** to any resident **of the Commonwealth** whose unencrypted and unredacted personal information was or is reasonably believed to have been accessed or acquired by unauthorized persons.[1]

Definitions

Breach of the security of the system - unauthorized access and acquisition of computerized data that materially compromises the security or confidentiality of personal information maintained by the district as part of a database of personal information regarding multiple individuals and that **causes, or** the district reasonably believes has caused, or will cause, loss or injury to any resident **of the Commonwealth**. **Acquisition** of personal information by an employee or agent **acting in good faith on behalf** of the school district is not a breach of the security of the system if the personal information is not used for a purpose other than the lawful purpose of the district and is not subject to further unauthorized disclosure.[9]

Determination - a verification or reasonable certainty that a breach of the security of the system has occurred.[9]

Discovery - the knowledge of or reasonable suspicion that a breach of the security of the system has occurred.[9]

Encryption - the use of an algorithmic process to transform data into a form in which there is a low probability of assigning meaning without use of a confidential process or key.[9]

Personal information - includes an individual's **first name or** first initial and last name in combination with and linked to any one or more of the following, when not encrypted or redacted:[9]

1. Social Security number.
2. Driver's license number or state identification card number issued instead of a driver's license.
3. Financial account number, credit or debit card number, in combination with any required security code, access code or password that would permit access to an individual's financial account.
4. **Medical information, meaning any individually identifiable information contained in the individual's current or historical record of medical history or medical treatment or diagnosis created by a health care professional.**[9]
5. **Health insurance information, meaning an individual's health insurance policy number or subscriber identification number in combination with access code or other medical information that permits misuse of an individual's health insurance benefits.**[9]
6. **A user name or email address, in combination with a password or security question and answer that would permit access to an online account.**

Personal information does not include publicly available information that is lawfully made available to the general public from federal, state or local government records **or widely distributed media.**[9][10]

Records - means any material, regardless of its physical form, on which information is recorded or preserved by any means, including written or spoken words, graphically depicted, printed or electromagnetically transmitted. This term does not include publicly available directories containing information that an individual has voluntarily consented to have publicly disseminated or listed, such as name, address or telephone number.[9]

Redact - includes, but is not limited to, alteration or truncation such that no more than the last four (4) digits of a Social Security number, driver's license number, state identification card number or account number is accessible as part of the data.[9]

Delegation of Responsibility

The Superintendent or designee shall ensure that the district provides notice, **as required by law, of any breach of the security of the district's systems.[1]**

The Superintendent, in collaboration with appropriate administrators, shall develop administrative regulations to implement this policy, which shall include, but not be limited to:[1]

- 1. Procedures following discovery of a breach.**
- 2. Procedures for the determination of a breach and whether breach notification is required under the law.**
- 3. Breach notification procedures including timeline requirements, who must be notified and methods for such notice.**

Guidelines

Upon determination of a breach of the security of the system, the Superintendent or designee shall provide notice to the district attorney in the county where the breach occurred and to any resident of the Commonwealth whose unencrypted and unredacted personal information was or is reasonably believed to have been accessed and acquired by an unauthorized person. Such notice shall be made in accordance with the provisions of law regarding timelines and methods of notification.[1]

The notice shall be made without an unreasonable delay, except when a law enforcement agency determines and advises the district in writing, citing the applicable section of law, that the notification would impede a criminal or civil investigation, or the district must take necessary measures to determine the scope of the breach and to restore the reasonable integrity of the data system.[11][12]

The district **shall** also provide notice of the breach if the encrypted information is accessed and acquired in an unencrypted form, if the security breach is linked to a breach of security of the encryption, or if the security breach involves a person with access to the encryption key.[1]

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Book	Policy Manual
Section	000 Local Board Procedures
Title	Meetings
Code	006 Vol III 2023
Status	First Reading
Legal	<u>1. 24 P.S. 407</u> <u>2. 65 Pa. C.S.A. 701 et seq</u> <u>3. 24 P.S. 422</u> <u>4. 24 P.S. 405</u> <u>5. 24 P.S. 426</u> <u>6. 24 P.S. 427</u> <u>7. 24 P.S. 428</u> <u>8. 65 Pa. C.S.A. 703</u> <u>9. 65 Pa. C.S.A. 709</u> <u>10. 24 P.S. 423</u> <u>11. 65 Pa. C.S.A. 712.1</u> <u>12. Pol. 903</u> <u>13. 65 Pa. C.S.A. 707</u> <u>14. 24 P.S. 421</u> <u>15. 24 P.S. 425</u> <u>16. 24 P.S. 324</u> <u>17. 24 P.S. 508</u> <u>18. 24 P.S. 609</u> <u>19. 24 P.S. 687</u> <u>20. 24 P.S. 707</u> <u>21. 24 P.S. 671</u> <u>22. 24 P.S. 634</u> <u>23. 24 P.S. 1129</u> <u>24. 24 P.S. 640</u> <u>25. 24 P.S. 803</u> <u>26. Pol. 108</u> <u>27. 24 P.S. 1071</u> <u>28. 24 P.S. 1076</u>

29. Pol. 604
30. Pol. 005
31. Pol. 606
32. Pol. 605
33. Pol. 107
34. 24 P.S. 621
35. Pol. 608
36. Pol. 610
37. 24 P.S. 1080
38. 24 P.S. 514
39. 24 P.S. 702
40. 24 P.S. 708
41. 24 P.S. 315
42. Pol. 004
43. Pol. 003
44. 24 P.S. 1717-A
45. 24 P.S. 1729.1-A
46. 24 P.S. 1701
47. 65 Pa. C.S.A. 1102
48. 65 Pa. C.S.A. 1103
49. Pol. 827
50. 24 P.S. 1111
51. 24 P.S. 518
52. 65 Pa. C.S.A. 706
53. 65 Pa. C.S.A. 705
54. 24 P.S. 433
55. Pol. 800
56. Pol. 801
57. Pol. 006
58. 65 Pa. C.S.A. 708
24 P.S. 224
24 P.S. 408
24 P.S. 1075
24 P.S. 1077
65 Pa. C.S.A. 1101 et seq
Pol. 612

Parliamentary Authority

All Board meetings shall be conducted in an orderly and business-like manner. (Robert's Rules of Order) shall govern the Board in its deliberations in all cases in which it is not inconsistent with law, state regulations or Board procedures.[1][2]

Quorum

A quorum shall consist of a majority of the members of the Board. No business shall be transacted at a meeting without a quorum, but the school directors present at such a meeting may adjourn to another time.[3]

Presiding Officer

The President shall preside at all Board meetings. In the absence, disability or disqualification of the President, the Vice-President shall act instead. If neither person is present, a school director shall be elected President pro tempore by a majority of those present and voting to preside at that meeting only. Where no such majority is achieved on the first vote, a second vote shall be cast for the two (2) candidates who received the greatest number of votes.[4][5][6][7]

Meeting Notifications

Notice of all open Board meetings, including committee meetings and work sessions, shall be given by publication of the date, place, and time of such meetings in the newspaper(s) of general circulation designated by the Board and posting of such notice at the administrative offices of the Board.[8][9]

1. Notice of regular meetings shall be given by publication and posting of a schedule showing the date, place and time of all regular meetings for the

{X } calendar year

{ } fiscal year

at least three (3) days prior to the time of the first regular meeting.[8][9]

2. Notice of all special meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting, except that such notice shall be waived when a special meeting is called to deal with an actual emergency involving a clear and present danger to life or property.[8][9]
3. Notice of all rescheduled meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting.[8][9]
4. Notice of all recessed or reconvened meetings shall be given by posting a notice of the place, date and time of the meeting and sending copies of such notice to interested parties.[8]
5. Notice of all open meetings shall be given to any newspaper(s) circulating in _Mercer_____ County and any radio or television station which so requests. Notice of all open meetings shall be given to any individual who so requests and provides a stamped, addressed envelope for such notification.[9]

Notice of all rescheduled meetings and special meetings shall be given to each school director no later than twenty-four (24) hours prior to the time of the meeting.[9][10]

Agenda Notifications

The agenda, together with all relevant reports, shall be provided to each school director at least ____2____ days before the meeting.

{ } If the agenda includes an item of business related to removal of an officer of the Board, the agenda shall be provided to each school director at least seven (7) days before the meeting.

The district shall publicly post the agenda for all open meetings of the Board or Board committees at which deliberation or official action may take place no later than twenty-four (24) hours prior to the time of the meeting, as follows:[9]

1. On the district's website.
2. At the location of the meeting.
3. At the district's administrative office.

The posted agenda shall list each matter of agency business that will or may be the subject of deliberation or official action at the meeting.[9]

Agenda Preparation

It shall be the responsibility of the Superintendent, in cooperation with the

{ } Board Secretary,

{ X } Board President,

to prepare an agenda of the items of business anticipated to come before the Board at each open meeting.

Order of Business

The order of business for regular meetings and special meetings called for general purposes shall be as follows, unless altered by the President or a majority of those present and voting:

Call to Order.

Acknowledgements.

Announcement of Executive Session.

Adoption of Agenda.

Approval of Minutes.

Opportunity for Citizen Presentation on Agenda Items.

Student Report.

Secretary's Report.

Consent Agenda.

Unfinished Business.

Finance Report.

Policy Report.

Curriculum/Technology Report.

Personnel Report.

Buildings/Grounds Report.

Negotiations Report.

Public Relations Report.

Cafeteria Report.

Athletic Report.

Mercer County Career Center Report.

Midwestern Intermediate Unit IV Report.

Superintendent's Report.

Solicitor's Report.

Announcements.

Opportunity for Citizen Presentation for the Good of the Order.

For the Good of the Order.

Adjournment.

The order of business for other special meetings shall be determined according to the stated purpose of the special meeting.

Additions to the Agenda

The Board may deliberate or take official action on matters not included in a posted agenda only under the following circumstances:[11]

Emergencies – The matter of business relates to a real or potential emergency involving a clear and present danger to life or property.[8][11]

Business Arising Within Twenty-Four (24) Hours Prior to the Meeting – The matter of business has arisen within twenty-four (24) hours prior to the meeting, is de minimis (minor) in nature, and does not involve the expenditure of funds or entering into a contract or agreement. [11]

Business Raised by Residents or Taxpayers During the Meeting – When a matter of Board business is raised by a resident or taxpayer during a meeting:[11][12]

1. The Board may take official action to refer the matter to staff, if applicable, to conduct research and include on a future Board meeting agenda; or
2. If the matter is de minimis (minor) in nature and does not involve the expenditure of funds or entering into a contract or agreement, the Board may take official action on the matter.

Majority Vote – During a meeting, the Board may add a matter of business to the posted agenda by a majority vote of the school directors present and voting. The reason for adding an item to the posted agenda must be announced at the meeting before conducting the vote. Once announced and approved by majority vote, the Board may take official action on the item of business. The agenda shall be amended to reflect the new item of business and the amended

agenda shall be posted to the district's website and at the administrative office no later than the first business day following the meeting at which the agenda was amended. The unanimous consent procedure may not be used in place of majority vote for this purpose.[11]

The public posting of agenda requirements and rules for adding items to a posted agenda apply to both regular and special open meetings of the Board. These requirements and rules do not apply to:[9][11][13].

1. Conference sessions.
2. Executive sessions.

Regular Meetings

Regular Board meetings shall be open and shall be held at specified places at least once every two (2) months.[2][14]

Special Meetings

Special meetings may be called for special or general purposes and shall be open except when conducted as an executive session for purposes authorized by law.[2][5][10][15]

The President may call a special meeting at any time and shall call a special meeting upon presentation of the written requests of three (3) school directors. Upon the President's failure or refusal to call a special meeting, such meeting may be called at any time by a majority of the school directors.[5]

No business shall be transacted at any special meeting except that named in the call sent to school directors for such special meeting.[10]

Public Participation

At each open Board meeting, prior to official action by the Board, an opportunity shall be provided for public comment in accordance with law and Board procedures and policy.[2][12]

Voting

All motions shall require for adoption a majority vote of those school directors present and voting, except as provided by statute or Board procedures.

{ X } All votes on motions and resolutions shall be by voice vote unless an oral roll call vote is requested by the President or another school director.

Special Voting Requirements –

**Indicates actions for which the minutes must reflect how each school director voted.*

1. Actions requiring the unanimous affirmative vote of all members of the Board remaining in office:
 - a. Appoint as Board Secretary a former school director who has resigned, before the expiration of the term for which the member was elected.*[16][17].
 - b. Appoint as solicitor a former school director who has resigned, before the expiration of the term for which the director was elected.*[16][17].
2. Actions requiring the affirmative votes of two-thirds of the full membership of the Board:

- a. Transferring, during the first three (3) months of the fiscal year, budgeted funds set apart or appropriated to a particular item of expenditure.*[17][18][19].
 - b. Adding or increasing appropriations to meet an emergency or catastrophe.*[17][19].
 - c. Hiring as a teacher a former school director who has resigned, before the expiration of the term for which the director was elected.*[16][17].
 - d. Conveying land or buildings to certain charities or other public agencies without following prescribed valuation procedures or with more favorable financing.*[17][20].
 - e. { } Fixing the fiscal year to begin on the first day of January. (*2nd class school districts only*) [21].
 - f. **Incurring temporary debt.***[17][19][22].
 - g. Dismissing a tenured professional employee after a hearing.*[17][23].
 - h. Borrowing in anticipation of current revenue.*[17][24].
 - i. **Adopting or changing textbooks without the recommendation of the Superintendent.***[17][25].
3. Actions requiring the affirmative votes of a majority of the full membership of the Board:
- a. Fixing the length of the school term.*[17].
 - b. Adopting textbooks recommended by the Superintendent.*[17][26].
 - c. Appointing the district Superintendent and Assistant Superintendent(s).*[17][27][28].
 - d. Appointing teachers and principals.*[17].
 - e. Adopting the annual budget.*[17][29].
 - f. Appointing tax collectors and other appointees.*[17][30][31].
 - g. Levying and assessing taxes.*[17][32].
 - h. Purchasing, selling, or condemning land.*[17].
 - i. Locating new buildings or changing the location of old ones.*[17].
 - j. Creating or increasing any indebtedness.*[17].
 - k. Adopting planned instruction.[17][33].
 - l. Establishing additional schools or departments.*[17].
 - m. Designating depositories for school funds.*[17][34][35].
 - n. Authorizing the transfer of any unencumbered balance, or portion thereof, from one appropriation to another, or from one spending agency to another during the last nine (9) months of the fiscal year.*[17][19].
 - o. Entering into contracts of any kind, including contracts for the purchase of fuel or any supplies where the amount involved exceeds \$100 (including items subject to bid requirements).*[17][36].

- p. Fixing salaries or compensation of officers, teachers, or other appointees of the Board.*[17].
- q. Entering into contracts with and making appropriations to the intermediate unit for the district's proportionate share of the cost of services provided or to be provided by the intermediate unit.*[17].
- r. Dismissing, after a hearing, a Superintendent, Assistant Superintendent or non-tenured teacher.*[17][37][38].
- s. Determining the location and amount of any real estate required by the school district for school purposes.*[17][39].
- t. Vacating and abandoning property to which the Board has title.*[17][40].
- u. Appointing a school director to fill a vacancy on the Board.*[17][41].
- v. Calling a special meeting when the President has failed to do so after written request of three (3) members of the Board.[5].
- w. Declaring that a vacancy exists on the Board by reason of the failure or neglect of a school director to qualify.[42]
- x. Adopting, amending or repealing Board procedures and policy.[43]
- y. **Approving or denying a charter school application.*[44]**
- z. **Approving or denying a multiple charter school organization application.*[45]**
- aa. **Establishing joint schools or departments.*[46]**

Abstention from Voting

A school director shall be required to abstain from voting when the issue involves either one of the following:

1. Conflict of interest under the Ethics Act.[47][48][49]

Prior to the vote being taken, the school director shall verbally disclose the nature of the conflict in public, and shall also provide the Board Secretary with a written memorandum stating the nature of the conflict, which shall be attached to the Board minutes as a public record.

Conflict of interest - use by a public official of the authority of their office or any confidential information received through holding public office for the private pecuniary benefit of the public official, a member of their immediate family or a business with which the public official or a member of their immediate family is associated. The term does not include an action having a de minimis economic impact or which affects to the same degree a class consisting of the general public or a subclass consisting of an industry, occupation or other group which includes the public official, a member of their immediate family or a business with which the public official or a member of their immediate family is associated. [47].

De minimis economic impact – an economic consequence which has an insignificant effect.[47].

Immediate family – parent, spouse, child, brother or sister.[47].

Business with which associated – any business in which the person or a member of the person's immediate family is a director, officer, owner, employee or has a financial interest.
[47]

2. Relative recommended for appointment to or dismissal from a teaching position.[23][50]

Relative – father, mother, brother, sister, husband, wife; son, daughter, stepson, stepdaughter, grandchild, nephew, niece, first cousin, sister-in-law, brother-in-law, uncle, or aunt.

The Board is encouraged to seek the guidance of the district solicitor or the State Ethics Commission for questions related to conflict of interest.[48][49]

Minutes

The Board shall cause to be made, and shall retain as a permanent record of the district, minutes of all open Board meetings. Said minutes shall be comprehensible and complete and shall show:
[51][52]

1. Date, place, and time of the meeting.
2. Names of school directors present.
3. Presiding officer.
4. Substance of all official actions.
5. Actions taken.
6. Recorded votes and a record by individual members of all roll call votes taken.[53]
7. Names of all residents who appeared officially and the subject of their testimony.
8. Any matter added to a posted agenda, including the substance of the matter, the announced reason and the recorded vote, where applicable.[9][11]

The Board Secretary shall provide each school director with a copy of the minutes of the last meeting prior to the next regular meeting.[1]

The minutes of Board meetings shall be approved at the next succeeding meeting and signed by the Board Secretary.[54]

Notations and any tape or audiovisual recordings shall not be the official record of an open Board meeting but may be available for public access, upon request, in accordance with Board policy. Any notations and/or audiovisual recordings of a Board meeting shall be retained and disposed of in accordance with the district's records retention schedule.[1][55][56]

Recess / Reconvene

The Board may at any time recess or reconvene to a reconvened meeting at a specified date and place, upon the majority vote of those present. The reconvened meeting shall immediately take up its business at the point in the agenda where the motion to recess was acted upon. Notice of the reconvened meeting shall be given as provided in Board policy.[8][9][57]

Executive Session

The Board may hold an executive session, which is not an open meeting, before; during; at the conclusion of an open meeting; or at some other time. The presiding officer shall announce the reason for holding the executive session; the announcement can be made at the open meeting prior to or after the executive session.[13][15][58].

The Board may discuss the following matters in executive session:

1. Employment issues.
2. Labor relations.
3. Purchase or lease of real estate.
4. Consultation with an attorney or other professional advisor regarding potential litigation or identifiable complaints that may lead to litigation.
5. Matters that must be conducted in private to protect a lawful privilege or confidentiality.
6. School safety and security, of a nature that if conducted in public, would:[15]
 - a. Be reasonably likely to impair the effectiveness of school safety measures.
 - b. Create a reasonable likelihood of jeopardizing the safety or security of an individual or a school, including a building, public utility, resource, infrastructure, facility or information storage system.

Official actions based on discussions held in executive session shall be taken at an open meeting.

Work Sessions

{X } The Board may meet as a Committee of the Whole in an open meeting ~~to vote on or~~ to discuss issues. Public notice of such meetings shall be made in accordance with Board procedures.[2][57]

{ X } A meeting of the Committee of the Whole, not regularly scheduled, may be called at any time by the President; the President shall call such a meeting when requested to do so by school directors. Public notice of the meeting shall be made in accordance with Board procedures.

{X } The Board Secretary shall provide notice of a meeting of the Committee of the Whole in accordance with Board procedures.[8][9][57]

Committee Meetings

Standing committee meetings may be called at any time by the committee chairperson, with proper public notice, or when requested to do so by 1 members of the committee.[8][9][57]

A majority of the total membership of a committee shall constitute a quorum.

Unless held as an executive session, standing committee meetings shall be open to the public, other school directors, and the Superintendent.[2].

{X } A majority of the committee or the chairperson may invite Board employees, consultants or other persons who have special knowledge of an area under discussion.

NOTES:

Under the Quorum section, if a school district designates the number of five (5) required for a quorum to exist, **please leave this language** because it is legally accurate. The law, SC 422, states that a majority of the board constitutes a quorum. For school districts, that number is always five (5). It does not matter if there is a vacancy on the board or not.

Robert's Rules of Order, Newly Revised, including group rules – recommend listing the edition.

For Voting section, number 4(n) – School Code section 687 only requires a majority vote of the Board to transfer unencumbered balances during the last nine (9) months of the fiscal year. See Shoemaker v. Greencastle-Antrim 403 A.2d 1018 (Pa Commw).

Executive sessions held during an open meeting have no required time limits; Act 175 of 1974 contained a time limit of thirty (30) minutes, but the Sunshine Act was amended by Act 84 of 1986 and no longer has a time limitation; recommend removing this language from policy.

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Book	Policy Manual
Section	200 Pupils
Title	Supplemental Discipline Records
Code	216.1 Vol III 2023
Status	First Reading
Legal	<u>1. 24 P.S. 1304-A</u> <u>2. 24 P.S. 1305-A</u> <u>3. 24 P.S. 1307-A</u> <u>4. 42 Pa. C.S.A. 6341</u> <u>5. 237 PA Code Rule 163</u> 6. Pol. 113.1 7. Pol. 218 8. Pol. 218.3 9. Pol. 233 <u>10. 24 P.S. 1318.1</u> 11. Pol. 200 12. Pol. 216 <u>20 U.S.C. 1232g</u> <u>20 U.S.C. 7118</u> Pol. 113.4

Authority

The school district shall maintain required records concerning **students** adjudicated **delinquent** and transfer students disciplined for offenses involving weapons, alcohol, drugs and violence on, **or within 1,500 feet of**, school property.[1][2][3][4][5].

Guidelines

Records / Information Regarding Students Who Have Been Adjudicated Delinquent

The building principal **or designee** shall receive from the court, through the juvenile probation **office**, information concerning the adjudication of an enrolled student. **The information may include, but not be limited to, the name and address of the student**, a description of the delinquent acts committed by the student **and the disposition of the case. If the student is adjudicated delinquent of a felony offense, the building principal or designee may receive additional information, including but not limited to juvenile probation or**

treatment reports **pertaining to the adjudication**, prior delinquent history **and** the supervision plan. **Other information may be provided as deemed necessary by the juvenile probation office unless restricted by a court order or other applicable law or regulation.**[4][5]

Upon receipt, the building principal or designee shall send a written acknowledgement to the juvenile probation office of the receipt of the information, including acknowledgement of the requirements and restrictions of the district regarding such information.[5]

The building principal **or designee shall** share this information with the student's teacher and the principal of another school to which the student may transfer. **The information shall be used for the limited purposes of protecting school personnel and students, and arranging for appropriate counseling and education for the student.**[4][5]

The information may be used for school disciplinary decisions only if: the student was under the supervision of the Board at the time of the incident; the act(s) took place within 1,500 feet of school property; and the school has complied with all other statutory, regulatory and constitutional provisions relative to the imposition of school discipline.[4][5][6][7][8][9]

The information received from the juvenile probation office concerning an adjudicated student **shall** be maintained separately from the student's official school record.[4][5]

Records Regarding Student Enrollment - Sworn Statement or Affirmation Related to Disciplinary Exclusions

Upon registration and prior to admission to the school district, the parent/guardian or person having charge of the student shall provide a **signed** sworn statement or affirmation stating whether the student previously was or presently is suspended or expelled from any public or private school for an offense involving weapons, alcohol or drugs; willful infliction of injury to another person; **sexual assault**; or any act of violence committed on school property. The statement shall include the dates of suspension or expulsion and the name of the school from which the student was suspended or expelled for these reasons.[1][8][10][11]

The sworn statement or affirmation shall include the signature of the parent/guardian or person having charge of the student and they shall be informed that any willful false statements concerning this registration shall be a misdemeanor of the third degree.[1]

This registration statement shall be maintained as part of the student's disciplinary record.

Transfer of Disciplinary Records

Transfer Into the District -

When a student transfers to a district school from another school district, a nonpublic school, or other school within this district, the district shall request a certified copy of the student's disciplinary record from the school from which the student is transferring. The sending school shall have ten (10) days from receipt of the request to provide the disciplinary record. This record shall be maintained as part of the student's disciplinary record and shall be available for inspection as required by law **and Board policy.**[2][12]

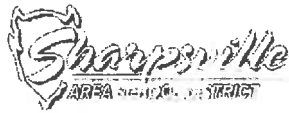
Transfer From the District -

When a student transfers from a district school to another school district, a nonpublic school or other school within the district, the district shall transmit a certified copy of the student's disciplinary record within ten (10) days of receiving the request from the school to which the

student has transferred. **A copy of the notice initially provided by the juvenile probation office to the district shall also be provided to the school to which the student has transferred.**[5]

The building principal or designee shall maintain a log of all individuals from other school districts to whom this information is subsequently provided, and shall inform the juvenile probation office upon providing this information to officials from other schools outside the district.[5]

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Book	Policy Manual
Section	800 Operations
Title	Acceptable Use of Internet, Computers and Network Resources
Code	815 Vol IV 2023
Status	First Reading
Legal	<ol style="list-style-type: none"> <u>1. 18 U.S.C. 2256</u> <u>2. 18 Pa. C.S.A. 6312</u> <u>3. 20 U.S.C. 7131</u> <u>4. 47 U.S.C. 254</u> <u>5. 18 Pa. C.S.A. 5903</u> 6. Pol. 218 7. Pol. 233 8. Pol. 317 9. Pol. 103 10. Pol. 104 <u>11. 24 P.S. 1302-E</u> 12. Pol. 236.1 13. Pol. 103.1 14. Pol. 249 15. Pol. 218.1 16. Pol. 218.2 <u>17. 24 P.S. 4604</u> <u>18. 24 P.S. 4610</u> <u>19. 47 CFR 54.520</u> <u>20. 24 P.S. 1303.1-A</u> 21. Pol. 113.4 22. Pol. 216 23. Pol. 830 24. Pol. 247 25. Pol. 814 26. Pol. 237 27. Pol. 800 28. Pol. 830.1

29. 17 U.S.C. 101 et seq
30. 42 U.S.C. 12101 et seq
31. 29 U.S.C. 794
32. 28 CFR 35.160
24 P.S. 4601 et seq
18 Pa. C.S.A. 2709
Pol. 113.1
Pol. 220
Pol. 816
Pol. 824

Purpose

The Board of Education of the Sharpsville Area School District recognizes that computers, telecommunications, and other new technologies change the way that information may be accessed, communicated, and transferred. These changes may also alter teacher instruction and student learning. The Board generally supports access by staff and students to these rich information resources along with the development of appropriate skills to analyze and evaluate such resources.

Since the Internet is a global network, it is impossible to screen or control all of the information that is available. However, the Board believes that, if used responsibly, the advantages to staff and students far exceed the disadvantages.

The use of network facilities and resources shall be consistent with the curriculum adopted by the district and integrated to enhance and strengthen the approved Program of Studies material. While computers, file servers, district-area networks, and the Internet are available for all staff and students to conduct research and to communicate with others, access to such will be provided only to those who have a legitimate educational interest and agree to act in a considerate responsible manner. General school rules of behavior apply to all computer use and users.

Student possession of cell phones and other personal electronic devices designed to communicate, create, or store information is permitted by the Sharpsville Area School District. The Superintendent shall develop Administrative Regulations regarding the use of cell phones and other personal electronic devices. Students, staff, parents/guardians and community members who choose to connect to the district network, or use their personal electronic device on school property or at a school sponsored event agree to the requirements of the Computer and Internet Acceptable Use and Internet Safety Policy and should consider his/her device subject to the same level of monitoring and access as any district-owned technology device. The district reserves the right to monitor internet and network use of personal devices on district networks.

It should be noted that the Sharpsville Area School District does not require bringing personal devices into school and that owners assume all risks of damage, theft, loss, or misuse of such devices. The use of personal devices is with the understanding that the student has the permission of his/her parent or guardian to bring it onto school property. The district holds no responsibility for damage or loss of the personal device.

The purpose of this Computer and Internet Acceptable Use and Internet Safety Policy is to ensure that anyone using technology at the Sharpsville Area School District does so with an understanding that his/her actions may involuntarily harm the technology s/he is using.

~~The Board supports use of the computers, Internet and other network resources in the district's instructional and operational programs in order to facilitate learning, teaching and daily operations through interpersonal communications and access to information, research and collaboration.~~

~~The district provides students, staff and other authorized individuals with access to the district's computers, electronic communication systems and network, which includes Internet access, whether wired or wireless, or by any other means;~~

~~For instructional purposes, the use of network facilities shall be consistent with the curriculum adopted by the district as well as the varied instructional needs, learning styles, abilities and developmental levels of students.~~

Definitions

The term child pornography is defined under both federal and state law.

Child pornography - under federal law, is any visual depiction, including any photograph, film, video, picture or computer or computer-generated image or picture, whether made or produced by electronic, mechanical or other means, of sexually explicit conduct, where:[1]

1. The production of such visual depiction involves the use of a minor engaging in sexually explicit conduct;
2. Such visual depiction is a digital image, computer image or computer-generated image that is, or is indistinguishable from, that of a minor engaging in sexually explicit conduct; or
3. Such visual depiction has been created, adapted or modified to appear that an identifiable minor is engaging in sexually explicit conduct.

Child pornography - under state law, is any book, magazine, pamphlet, slide, photograph, film, videotape, computer depiction or other material depicting a child under the age of eighteen (18) years engaging in a prohibited sexual act or in the simulation of such act.[2]

Computer - for purposes of this policy, district computers include any electronic device owned or leased by the district that has the capability to create, play or edit text, audio and video data; transmit or receive messages, text, data or images; operate software or online applications; or provide a wired or wireless connection to the Internet.

The term harmful to minors is defined under both federal and state law.

Harmful to minors - under federal law, is any picture, image, graphic image file or other visual depiction that:[3][4]

1. Taken as a whole, with respect to minors, appeals to a prurient interest in nudity, sex or excretion;
2. Depicts, describes or represents in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or lewd exhibition of the genitals; and
3. Taken as a whole lacks serious literary, artistic, political or scientific value as to minors.

Harmful to minors - under state law, is any depiction or representation in whatever form, of nudity, sexual conduct, sexual excitement or sadomasochistic abuse, when it:[5]

1. Predominantly appeals to the prurient, shameful or morbid interest of minors;
2. Is patently offensive to prevailing standards in the adult community as a whole with respect to what is suitable for minors; and
3. Taken as a whole, lacks serious literary, artistic, political, educational or scientific value for minors.

Obscene - any material or performance, if:[5]

1. The average person applying contemporary community standards would find that the subject matter taken as a whole appeals to the prurient interest;
2. The subject matter depicts or describes in a patently offensive way, sexual conduct described in the law to be obscene; and
3. The subject matter, taken as a whole, lacks serious literary, artistic, political, educational or scientific value.

Technology protection measure - a specific technology that blocks or filters Internet access to visual depictions that are obscene, child pornography or harmful to minors.[4]

Authority

The availability of access to electronic information does not imply endorsement by the district of the content, nor does the district guarantee the accuracy of information received. The district shall not be responsible for any information that may be lost, damaged or unavailable when using the network or for any information that is retrieved via the Internet.

The district shall not be responsible for any unauthorized charges or fees resulting from access to the Internet or other network resources.

The Board declares that **district Internet**, computer and network use is a privilege, not a right. The district's computer and network resources are the property of the district. Users shall have no expectation of privacy in anything they create, store, send, delete, **access**, receive or display on or over the district's Internet, computers or network resources, including personal files. The district reserves the right to monitor, track and log network access and use **on district computers and network resources**; monitor fileserver space **and file storage** utilization by district users; or deny access to prevent unauthorized, inappropriate or illegal activity and may revoke access privileges and/or administer appropriate disciplinary action. The district shall cooperate to the extent legally required with the Internet Service Provider (ISP), local, state and federal officials in any investigation concerning or related to the misuse of the district's Internet, computers and network resources.[6][7][8]

The Board requires all users to fully comply with this policy and to immediately report any violations or suspicious activities to the **building principal** or designee.

The Board establishes the following **list of subject areas as inappropriate matter**, in addition to those stated in law and defined in this policy, **which shall not be accessed by minors**:[4]

1. {X } **Hate speech**.[9][10]
2. {X } Lewd, vulgar or profane.

3. {X } Threatening.[11][12]
4. {X } Harassing or discriminatory.[9][10][13]
5. { X} Bullying.[14]
6. {X } **(Consisting of/Relating to) Weapons.[15]**
7. {X } Terroristic.[16]
8. { } _____ (specify others).

The district reserves the right to restrict access to any Internet sites or **network** functions it deems inappropriate through established Board policy, or the use of software and/or online server blocking/**filtering**. Specifically, the district operates and enforces a technology protection measure(s) that blocks or filters access to inappropriate matter by minors on its computers **and network resources** used and accessible to adults and students. The technology protection measure shall be enforced during use of computers **and network resources** with Internet access.[3][4][17]

Upon request by students or staff, the Superintendent or designee shall expedite a review and may authorize the **adjustment of technology protection measures** to enable access to material that is blocked or **filtered** but is not prohibited by this policy.[17]

Upon request by students or staff, building administrators may authorize the temporary **adjustment of technology protection measures** to enable access for bona fide research or for other lawful purposes. Written permission from the parent/guardian is required prior to **adjusting** Internet blocking/filtering for a student's use. If a request for temporary **adjustment of technology protection measures** is denied, the requesting student or staff member may appeal the denial to the Superintendent or designee for expedited review.[3][18]

Delegation of Responsibility

The district shall make every effort to ensure that this resource is used responsibly by students and staff.

The district shall inform staff, students, parents/guardians and other users about this policy through employee and student handbooks, posting on the district website and by other appropriate methods. A copy of this policy shall be provided to parents/guardians, upon written request.[17]

Users of district networks or district-owned equipment shall, prior to being given access or being issued equipment, sign user agreements acknowledging awareness of the provisions of this policy and awareness that the district uses monitoring systems to monitor and detect inappropriate use.

{X } and tracking systems to track and recover lost or stolen equipment.

Student user agreements shall also be signed by a parent/guardian.

Administrators, teachers and staff have a professional responsibility to work together to help students develop the intellectual skills necessary to discern among information sources, to identify information appropriate to their age and developmental levels and to evaluate and use the information to meet their educational goals.

Students, staff and other authorized individuals have the responsibility to respect and protect the rights of every other user in the district and on the Internet.

Building **principals** shall make initial determinations of whether inappropriate use has occurred, **and may consult with the Superintendent or designee and the school solicitor when necessary.**

The Superintendent or designee shall be responsible for recommending technology and developing procedures used to determine whether the district's computers **and network resources** are being used for purposes prohibited by law or for accessing sexually explicit materials. The procedures shall include but not be limited to:[3][4][19].

1. Utilizing a technology protection measure that blocks or filters Internet access for minors and adults to certain visual depictions that are obscene, child pornography, harmful to minors with respect to use by minors or determined inappropriate for use by minors by the Board.
2. Maintaining and securing a usage log.
3. Monitoring online activities of minors **on district computers and network resources.**

The Superintendent or designee shall develop and implement administrative regulations that ensure students are educated on network etiquette and other appropriate online behavior, including:[4].

1. Interaction with other individuals on social networking websites and in chat rooms.
2. Cyberbullying awareness and response.[14][20].

Guidelines

Independent Use

District computers and network accounts shall be used only by the authorized **user of the computer or** account for its approved purpose. Network users shall respect the privacy of other users on the system.

Electronic mail (email)/chat rooms and instant messaging or other electronic communications are not guaranteed to be private. Any use that is in violation of District policy will result in appropriate disciplinary action being taken.

Devices must be powered off or silenced during the school day unless otherwise permitted by district procedures. User of personal or district technology devices that disrupt the instructional day or includes possession, viewing, sending or sharing video and audio information which has sexual, violent, or threatening content on school grounds, school events, or school busses is prohibited and will result in disciplinary action and/or confiscation of the personal device.

Safety

Security on any computer system is a high priority, especially when the system involves many users. If a staff member/student believes that s/he can identify a security problem on the internet or with any other technology resources, it is his/her responsibility to notify the Technology Department immediately. Staff members/students are not to demonstrate the problem to others.

Viruses, worms, spyware, intrusions, and other system vulnerabilities are now commonly spread not only through email attachments, but through instant messaging clients, file sharing software, open (not password protected) file shares, and through vulnerabilities in the operating system.

For this reason, firewall and antivirus software packages are required on every district owned and personal electronic device connected to the network. It is the user's responsibility to keep them installed, updated, and functional.

Users must keep the operating system and software on their personal electronic device updated. It is part of the responsible computing and required to keep your personal electronic device free from viruses. The manufacturers of your operation system and software provide regular updates to their products to patch security vulnerabilities. Ignoring these updates will not only put your data at risk, but could also allow someone to take control of your computer to violate policies and laws. You will be held responsible for these violations.

It is the district's goal to protect users of the network from harassment and unwanted or unsolicited electronic communications. Any network user who receives threatening or unwelcome electronic communications or inadvertently visits or accesses an inappropriate site shall report such immediately to a teacher, **building** administrator or **other appropriate school staff**. Network users shall not reveal personal information to other users on the network or **Internet**, including chat rooms, email, social networking websites, etc.

Internet safety measures shall effectively address the following:[4][19]

1. Control of access by minors to inappropriate matter on the Internet and World Wide Web.
2. Safety and security of minors when using electronic mail, chat rooms, **social networking websites** and other forms of direct electronic communications.
3. Prevention of unauthorized online access by minors, including hacking and other unlawful activities.
4. Unauthorized disclosure, use and dissemination of personal information regarding minors.
[21][22][23]
5. Restriction of minors' access to materials harmful to them **or which have been designated as inappropriate matter in Board policy.**

Prohibitions

Users are expected to act in a responsible, ethical and legal manner in accordance with **Board policy**, accepted rules of network etiquette and federal and state law **and regulations**. Specifically, the following are prohibited uses **of district computers and/or network resources**:

1. Facilitating illegal activity.
2. Commercial or for-profit purposes.
3. Nonwork or nonschool related work.
4. Product advertisement.
5. Bullying/Cyberbullying.[14][20]
6. Hate mail, discriminatory remarks, **harassment** and offensive or inflammatory communication.[9][10][14][24]
7. Unauthorized or illegal installation, distribution, reproduction or use of copyrighted materials.[25]

8. Accessing, sending, receiving, transferring, viewing, sharing or downloading obscene, pornographic, lewd or otherwise illegal materials, images or photographs.[26]
9. Access by students and minors to material that is harmful to minors or is determined inappropriate for minors in accordance with Board policy.
10. **Vulgar** language or profanity.
11. Transmission of material **that a reasonable person would know** to be offensive or objectionable to recipients.
12. Intentional obtaining or modifying of files, passwords and data belonging to other users.
13. Impersonation of another user, anonymity and pseudonyms.
14. Fraudulent copying, communications or modification of materials in violation of copyright laws.[25]
15. Loading or **accessing** unauthorized games, programs, files or other electronic media.
16. Disruption of the work of other users.
17. Destruction, modification, abuse or unauthorized access to network hardware, software, **systems** and files.
18. Accessing the Internet, district computers or other network resources without authorization.
19. Disabling, **adjusting** or bypassing the Internet blocking/filtering **technology protection measure(s)** without authorization.
20. Accessing, sending, receiving, transferring, viewing, sharing, **deleting** or downloading confidential information without authorization.

Security

System security is protected through the use of passwords **and/or encryption and district security procedures**. Failure to adequately protect or update passwords could result in unauthorized access to personal or district files. To protect the integrity of the system, these guidelines shall be followed:[23][27][28]

1. Employees, students **and other authorized users** shall not reveal their passwords to another individual.
2. Users are not to use a computer that has been logged in under another **user**.
3. Any user identified as a security risk or having a history of problems with other computers **or network** systems may be denied access to the **district's computers and network resources**.

Copyright

The illegal use of copyrighted materials is prohibited. Any data uploaded to or downloaded from the network **or Internet** shall be subject to fair use guidelines and applicable laws and regulations.[25][29]

District Website

The district

{ } shall

{X } may

establish and maintain a website and shall develop and modify its web pages to present information about the district under the direction of the Superintendent or designee. All **authorized** users publishing content on the district website shall **receive appropriate training and** comply with this and other applicable district policies.

Users shall not copy or download information from the district website and disseminate such information on unauthorized web pages without authorization from the building principal.

Accessibility –

District staff who maintain district websites and web pages shall post content which is accessible to individuals with disabilities, to the same extent that it is available to other users, based on the needs of the individuals and limitations of the platform. This shall include, but is not limited to:[9][10][13][30][31][32]

1. **Including alternate text descriptions or captions for images.**
2. **Including captions for video content.**
3. **Avoiding text that is posted as an image or conveyed using only color cues.**
4. **Creating links and attachments in formats that are accessible to screen readers and other assistive technology, and may be accessed through keyboard or speech navigation.**
5. **Formatting text so that it is accessible to screen readers and other assistive technology, and may be accessed through keyboard or speech navigation.**

All district websites shall contain clear contact information that may be used by members of the public to request accommodations or assistance.

Consequences for Inappropriate Use

Users of district computers and network resources shall be responsible for damages to the equipment, systems, **platforms** and software resulting from deliberate or willful acts.[17]

Illegal use of the **district computers and network resources**; intentional deletion or damage to files or data belonging to others; copyright violations; and theft of services shall be reported to the appropriate legal authorities for possible prosecution.

General rules **and Board policies** for behavior and communications apply when using the **district computers, network resources and** Internet, in addition to the stipulations of this policy.

Vandalism shall result in loss of access privileges, disciplinary action and/or **referral** to legal **authorities**. **Vandalism** is defined as any malicious attempt to harm or destroy data of another user, **the district, the** Internet or other networks; this includes but is not limited to uploading or creating computer viruses.

Failure to comply with this policy or inappropriate use of the Internet, district network or computers shall result in usage restrictions, loss of access privileges, disciplinary action and/or **referral** to legal **authorities**.[6][7][8]

NOTES:

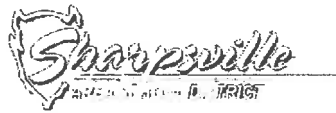
State CIPA – Child Internet Protection Act – 24 P.S. Sec. 4601 et seq.

Federal CIPA – Children’s Internet Protection Act – 47 U.S.C. Sec. 254

If district has three (3) employee sections, change the policy cites in the policy and references.

** Check backup, particularly any User Agreements included in handbooks, to determine whether or not to add the option for tracking and recovering lost or stolen equipment – if the district has not disabled this type of tracking system, the language should be included in the policy to put users on notice.

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Book	Policy Manual
Section	800 Operations
Title	Suicide Awareness, Prevention and Response
Code	819 Vol IV 2023
Status	First Reading
Legal	<ul style="list-style-type: none"> <u>1. 24 P.S. 1526</u> 2. Pol. 103 3. Pol. 103.1 4. Pol. 236.1 5. Pol. 249 6. Pol. 806 <u>7. 24 P.S. 1301-E</u> 8. Pol. 333 9. Pol. 805 <u>10. 22 PA Code 12.12</u> <u>11. 20 U.S.C. 1232g</u> <u>12. 34 CFR Part 99</u> 13. Pol. 207 14. Pol. 216 15. Pol. 236 16. Pol. 146 <u>17. 24 P.S. 1302-E</u> 18. Pol. 113 19. Pol. 113.2 20. Pol. 113.3 21. Pol. 114 22. Pol. 117 23. Pol. 204 24. Pol. 113.4 25. Pol. 209 Pol. 146.1 Pol. 816 Pol. 911

Purpose

The Board is committed to protecting the health, safety and welfare of its students and the school community; **promoting healthy development; and safeguarding against the threat or attempt of suicide.** This policy supports the provision of a comprehensive district program **of education, training and resources** designed to promote **school connectedness and** behavioral health, and prevent suicide.[1][2][3][4][5][6]

Authority

The Board directs the district to provide education on youth suicide awareness and prevention; methods of prevention, intervention and response to suicide attempt or suicide; **and reporting procedures.**[1][2][3][4][5][6]

The district is committed to providing access to age and developmentally-appropriate youth suicide awareness and prevention supports and resources to all district students, without bias or discrimination.[2][3]

The district shall notify employees, students and parents/guardians of this policy and shall post the policy on the district's website.[1]

Definitions

Behavioral health - the emotion, behaviors and biology related to a person's mental well-being, their ability to function in everyday life and their concept of self.

Behavioral service providers – include, but are not limited to, state, county or local behavioral health service providers, crisis intervention center or psychiatric hospital. The term includes a private service provider which contracts with a state, county or local government to act as a behavioral health agency.[4][7]

Bias – the attitudes or beliefs we have about a person or group that affect our understanding, actions and decisions in a conscious or subconscious manner.[4]

Individualized Management Plan – a plan developed for a student who is referred to the threat assessment team that documents the concerns that brought a student to the team's attention, as well as the resources and supports a student might need based on the information gathered during the assessment. The Individualized Management Plan is developed primarily for documentation and communication purposes.[4]

Postvention – a multi-component crisis response to provide support, promote healing after a tragic loss and to minimize risk of contagion after a suicide.

Prevention - refers to efforts that seek to reduce the factors that increase the risk for suicidal thoughts and behaviors and increase the factors that help strengthen, support and protect the behavioral health and wellness of individuals.

Protective factors - refer to characteristics associated with a lower likelihood of negative outcomes or that reduce a risk factor's impact. Protective factors may be seen as positive countering events.

Resilience - the process of adapting well in the face of adversity, trauma, tragedy, threats or significant sources of stress, or "bouncing back" from difficult experiences.

Risk factors - refer to characteristics at the biological, psychological, family, community or cultural level that precede and are associated with a higher likelihood of negative outcomes, including suicide.

Safety Plan – an agreement developed between the student, parent/guardian, appropriate team members and behavioral health professionals, following a suicide screening or assessment, that documents communications, conveys an understanding of the seriousness of the student's distress and provides a set of skills and resources the student can use in a crisis.

School connectedness - the belief by students that adults and peers in the school care about their learning as well as about them as individuals.

School personnel - include, but may not be limited to, administrators, teachers, school-based behavioral health professionals (e.g., school counselor, school psychologist, school social worker), paraprofessionals, support staff, coaches, bus drivers, custodians and cafeteria workers.

Self-harm – behavior that is self-directed and deliberately results in injury or the potential for injury to oneself. Self-harm behaviors can be either suicidal or nonsuicidal.

Suicide - death caused by self-directed injurious behavior with intent to die as a result of the behavior.

Suicide attempt - a potentially self-injurious behavior for which there is evidence that the person had at least some intent to kill themselves.

Suicide threat - a verbal or nonverbal communication that an individual intends to harm themselves with the intention to die but has not acted on the behavior.

Threat assessment – a fact-based process for the assessment of and intervention with students whose behaviors may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others.[4]

Warning signs - evidence-based indicators, often observable, that someone may be in danger of suicide, either immediately or in the very near future.

Delegation of Responsibility

The Superintendent or designee, in collaboration with designated school personnel, shall develop administrative regulations regarding the district's protocols for response to suicide threats, suicide attempts and suicide.

Guidelines

SUICIDE AWARENESS AND PREVENTION EDUCATION[1]

Suicide Awareness and Prevention Education for Students

Students shall receive age and developmentally-appropriate, **student-centered lessons** on the importance of safe and healthy choices, coping strategies **focused on resiliency**, how to recognize risk factors and warning signs, as well as help-seeking strategies for self or others, including how to engage school resources.

These lessons shall be integrated into the curriculum of health classes and other classes as appropriate. The lessons may be taught by health and physical education teachers, classroom teachers, student services staff or community service providers.

{ X } Programming related to suicide prevention shall be delivered in small group or classroom settings; not in a large group or auditorium setting.

{ X } District staff shall provide resources and access to counseling staff for students participating in programming, who may struggle with the topic of suicide prevention.

Lessons shall **contain information on comprehensive health and wellness, including emotional, behavioral and social skills development by:**

1. **Informing** students about broader behavioral health issues such as depression and substance **use**, as well as specific risk factors, protective factors and warning signs for suicide.
2. **{X }** **Encouraging** students to seek help for themselves or their peers, including when concerns arise via social media or other online forum, and to avoid making promises of confidence when they are concerned about the safety of a peer **or other individual**.
3. **{X }** **Adhering** to safe and effective messaging guidelines, **avoiding** graphic testimonials and **including research-based** suicide prevention resources.
4. **{ X }** **Promoting** a healthy school climate where students feel connected to and can identify trusted adults in the building.
5. **{ X }** **Providing local, state and/or national resources for seeking help.**

Suicide Awareness and Prevention Education for School Personnel

All **school personnel** shall receive **written** information about the **district's protocols for suicide awareness and prevention, including** risk factors, warning signs, response and communication procedures, referrals and resources.

{ X } School personnel shall also receive information regarding strategies to enhance protective factors, resilience and school connectedness.

As part of the district's professional development plan, professional educators in school buildings serving students in grades six (6) through twelve (12) shall participate in a minimum of four (4) hours of youth suicide awareness and prevention training every five (5) years.[1][8][9]

{ } **The district shall make required training and refresher training available on an ongoing basis, so that educators may fulfill training requirements throughout the required timeframe.**

{ X } **The district may also require training of professional staff in grades K-5, as well as ancillary school-wide staff, and may increase the training requirement.**

School safety and security training for employees may include suicide awareness.[9]

Additional professional development in suicide risk screening and/or assessment and crisis intervention shall be provided to specialized staff and school behavioral health professionals such as school crisis response/intervention team members, **threat assessment team members**, designated administrators, school counselors, school psychologists, school social workers and school nurses.

{ X } **Resources for Parents/Guardians**

{ X } The district ~~shall~~ **may** provide parents/guardians with resources including, but not limited to, health promotion and suicide risk, including characteristics and warning signs, and information about local, **state and national** behavioral health resources.

METHODS OF PREVENTION[1]

The district shall utilize a multifaceted approach to suicide prevention which integrates school and community-based supports.

The methods of prevention utilized by the district include, but are not limited to, **education, training and awareness**; early identification and support for students at risk; and delegation of responsibility for planning and coordination of suicide prevention efforts.

Information received in confidence from a student may be revealed to the student's parents/guardians, the building principal, **the threat assessment team and/or crisis response/intervention** team or other appropriate authority when the health, welfare or safety of the student or any other person is clearly in jeopardy, **in accordance with applicable law, regulations and Board policy.**[4][10][11][12][13][14][15]

Suicide Prevention Coordinators

District-Wide -

A district-level suicide prevention coordinator shall be designated by the Superintendent **or designee**. This may be an existing district employee. The district suicide prevention coordinator shall be responsible for planning and coordinating implementation of this policy.

Building-Level -

Each building principal shall designate a school suicide prevention coordinator to act as a point of contact in each school for issues relating to suicide prevention and policy implementation. This may be an existing district employee.

{ X } , who may also be a member of the threat assessment team.[4]

Early Identification Procedures

Early identification of individuals with warning signs or suicide risk factors **that appear to adversely impact the student** is crucial to the district's suicide prevention efforts. To promote awareness, **school personnel**, students and parents/guardians should be educated about suicide risk factors and warning signs.

Referral Procedures

Any **school personnel** who observes a student exhibiting a warning sign for suicide, or **who** has another indication that a student may be contemplating suicide, shall **immediately** refer the student for suicide risk screening and/or assessment and intervention in accordance with **Board policy and** district procedures.[4][15][16]

In the absence of a warning sign for suicide, students demonstrating suicide risk factors that appear to be adversely impacting the student, **or other indications of self-harm**, should be referred to **an appropriate team or staff member (e.g., principal, school counselor, Student Assistance Program team)** for support and follow-up.

When a student's behavior indicates a threat to the safety of the student, school personnel shall report the student to the threat assessment team, an appropriate member of the team or the suicide prevention coordinator. The threat assessment team, crisis response/intervention team and designated staff responsible for

conducting or arranging suicide risk screening and assessment shall coordinate to provide assessment and intervention in accordance with Board policy and district procedures.[4][15][16][17].

School personnel shall arrange for or provide continuous adult supervision to ensure the student's safety.

Safe2Say Something

When the district receives a report through the Safe2Say Something program, members of the Safe2Say Something team shall coordinate with the appropriate emergency dispatch center(s), local law enforcement and/or district team, in accordance with district procedures.[9]

Documentation

The district shall document the referral, including specific **reasons** identified as indications that the student may be at risk.[4]

METHODS OF ASSESSMENT AND INTERVENTION[1].

The methods of **assessment and** intervention utilized by the district include, but are not limited to, responding to threats of **suicide or self-harm**, suicide attempts in school, suicide attempts outside of school and suicide.

The district shall maintain a trained school crisis response/intervention team. Team members may include, but not be limited to, designated administrators, school counselors, school nurse, school psychologist, social worker, school security personnel, members of the Student Assistance Program team and others as designated by the district such as community behavioral health agency resources.

{ X } The district's threat assessment team shall may serve as a crisis response/intervention team, and may coordinate with district behavioral health staff and community behavioral health agency resources as needed.[4]

The Superintendent or designee shall establish administrative regulations for coordination of appropriate teams and staff in suicide assessment and intervention.

Suicide intervention procedures shall involve collaboration and coordination with the student, the parent/guardian, suicide prevention coordinator, the threat assessment team and/or the crisis response/intervention team and additional support services as needed.

Student Assessment and Intervention

When a student has been referred for assessment, designated members of the threat assessment team and/or crisis response/intervention team shall coordinate with appropriate behavioral health staff to assess and respond to the student's behavior, which may include development or update of an Individualized Management Plan and/or Safety Plan, where appropriate, in accordance with Board policy and administrative regulations.[4]

A district-approved suicide risk screening or assessment tool may be used by trained behavioral health staff such as **school** counselors, psychologists **or** social workers.

Parents/Guardians of a student identified as being at risk of suicide shall be notified by the **building principal or designee** and informed of crisis and community resources. If the school suspects that the student's risk status is the result of abuse or neglect, school staff shall

immediately notify Children and Youth Services, **in accordance with applicable law and Board policy.**[4][6]

The district shall identify **and develop agreements with** behavioral service providers to whom students **may** be referred for further suicide risk screening and/or assessment and **intervention.**

If the student **has been** identified as being at increased risk of suicide, the district shall **develop** a new, or update a previous, Safety Plan to support the student and the student's family. The Plan should be developed collaboratively with input from the student, **the student's parents/guardians, appropriate team members and behavioral health professionals.**

Students With Disabilities

For students with disabilities who are identified as being at risk for suicide or who attempt suicide, the **team receiving the referral or other district staff shall notify the appropriate Individualized Education Program (IEP) team or Section 504 team** to address the student's needs in accordance with applicable law, regulations and Board policy.[3][4][18][19][20][21]

If a student is identified as being at risk for suicide or attempts suicide and the student may require special education services or accommodations, the Director of Special Education shall be notified and shall take action to address the student's needs in accordance with applicable law, regulations and Board policy.[3][18][19][20][21]

Documentation

The district shall document observations, recommendations and actions conducted throughout the course of intervention, suicide risk screening and/or assessment and follow-up, including verbal and written communications with students, parents/guardians, **appropriate team members** and behavioral service providers.[4]

METHODS OF RESPONSE TO SUICIDE ATTEMPT OR SUICIDE[1]

The district's crisis response/intervention team shall coordinate with first responders, district behavioral health staff and/or community behavioral health resources in response to a suicide attempt or suicide.

Response to Suicide Attempt

Methods of response to a suicide attempt utilized by the district include, but are not limited to:

1. **Acting in accordance with professional development and crisis response training including, but not limited to:**
 - a. **The rendering of first aid until professional medical services and/or transportation can be received.**
 - b. **Supervision of the student and movement of all other students out of the immediate area.**
2. **Coordinating with the threat assessment team to document or follow up on the threat assessment process, in accordance with Board policy, where applicable.**[4]
3. Notifying students, employees and parents/guardians.
4. Working with families.

5. Responding appropriately to the media.
6. Collaborating with community providers.

Re-entry Procedures

A student's excusal from school attendance after a behavioral health crisis and the student's return to school shall be consistent with state and federal laws and regulations, **and in accordance with Board policy.**[3][18][19][20][22][23]

Prior to a student returning to school after a behavioral health crisis, a district-employed behavioral health professional, **member(s) of the threat assessment team**, the building principal **or designee** shall meet with the parents/guardians of the student and, if appropriate, meet with the student to **discuss the student's return** to school and to create an individual re-entry plan.[4]

When authorized by the student's parent/guardian, the designated district employee shall coordinate with the appropriate outside behavioral **service** providers, request **releases of information** and written documentation from the treating facility and encourage their involvement in the re-entry **process**.

A school behavioral health professional shall periodically check in with the student **and** monitor the student's **re-entry plan, which may include strategies and supports to facilitate the student's progress and** transition back into the school community, **including referrals to other school-based teams or programs (e.g. Student Assistance Program).**

Re-entry of a student with a disability requires coordination with the appropriate team to address the student's needs in accordance with applicable law, regulations and Board policy.[3][18][19][20][21]

Response to Suicide (Postvention)

Upon confirmation of a suicide, the district shall immediately implement established postvention procedures which shall include methods for informing the school community; identifying and monitoring at-risk youth; and providing resources and supports for students, staff and families.

DOCUMENTATION PROCEDURES[1]

Effective documentation assists in preserving the safety of the student and ensuring communication among school staff, parents/guardians and behavioral service providers.

When **school personnel** take notes on any conversations or situations involving or relating to an at-risk student, the notes should contain only factual or directly observed information, not opinions or hearsay.

As stated in this policy, **school personnel** shall be responsible for effective documentation of incidents involving suicide prevention, intervention and response, **in accordance with applicable laws, regulations and Board policy.**[4]

Reports and information shall be maintained confidentially and made available to appropriate district staff in accordance with applicable laws, regulations and Board policy.[4][11][12][13][14][24][25]

SUICIDE AWARENESS, PREVENTION AND CRISIS RESOURCES[1]

Crisis Resources:

- National Suicide & Crisis Lifeline: 988 or visit <http://988lifeline.org>

- National Suicide Prevention Lifeline: **1-800-273-TALK (8255)** or visit <http://www.suicidepreventionlifeline.org/>
- Crisis Text Line: **TEXT 741741** or visit <http://www.crisistextline.org/>

National:

- **Centers for Disease Control and Prevention – Risk and Protective Factors**
- **Suicide Prevention Resource Center – Risk and Protective Factors**
- **Substance Abuse and Mental Health Services Administration (SAMHSA) Preventing Suicide: A Toolkit for High Schools**
- Suicide Prevention Resource Center - **Safe and Effective Messaging for Suicide Prevention**
- Suicide Prevention Resource Center - **After a Suicide Toolkit**
- **Recommendations for Reporting on Suicide**

Pennsylvania:

- **Suicide Prevention Task Forces** - groups of dedicated individuals that are committed to reducing the number of suicides and offering support to those who have been touched by suicide within their communities/counties in Pennsylvania.
- **Suicide Prevention Guide**
- **List of Crisis Intervention contact information by county**
- **List of County CASSP and Children's Behavioral Health Contact Persons**
- **Prevent Suicide PA's Act 71 Information**
- **STAR Center's Postvention Manual**

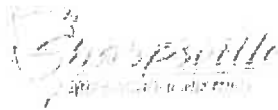
National and State Organizations**National:**

- **American Association of Suicidology (AAS)**
- **American Foundation for Suicide Prevention (AFSP)**
- **Suicide Prevention Resource Center (SPRC)**

Pennsylvania:

- **Prevent Suicide PA**
- **Jana Marie Foundation**
- **Aevidum**
- **Services for Teens at Risk (STAR-Center)**
- **Pennsylvania Department of Education**
- **Pennsylvania Network for Student Assistance Services (PNSAS)**

PSBA Revision 10/23 © 2023 PSBA



Book	Policy Manual
Section	200 Pupils
Title	Educational Opportunity for Military Children
Code	254 Vol V 2023
Status	First Reading
Legal	<u>1. 10 U.S.C. 12301 et seq</u> <u>2. 10 U.S.C. 12401 et seq</u> <u>3. 24 P.S. 7302</u> <u>4. 10 U.S.C. 101</u> <u>5. 24 P.S. 7301</u> 6. Pol. 200 7. Pol. 201 8. Pol. 202 9. Pol. 216 10. Pol. 127 11. Pol. 204 12. Pol. 206 13. Pol. 212 14. Pol. 215 15. Pol. 122 16. Pol. 123 17. Pol. 231 18. Pol. 217 <u>19. 24 P.S. 1302.1</u> <u>20. 24 P.S. 1302</u> 21. Pol. 203 22. Pol. 103.1 23. Pol. 113 24. Pol. 114 25. Pol. 138 26. Pol. 918 Pol. 113.4 Pol. 115

Pol. 146

Pol. 209

Interstate Compact on Educational Opportunity for Military Children (MIC3)

Purpose

The Board recognizes the challenges encountered by children of military families due to the frequent moves and deployment of their parents/guardians. The Board is committed to eliminating barriers to student attendance, education and graduation; and to providing additional supports to children of military families in compliance with federal and state laws, regulations and Board policy.

Definitions

Active duty – means full-time duty status in the active uniformed services of the United States, including members of the National Guard and reserve on active duty orders.[1][2].

Children of military families - means a school-aged child, enrolled in kindergarten through twelfth grade, normally residing in the household of an active duty member. Specifically, this includes children of:[3].

1. Active duty members of the uniformed services.
2. Members or veterans of the uniformed services who are severely injured and medically discharged or retired for a period of one (1) year after medical discharge or retirement.
3. Members of the uniformed services who die on active duty or as a result of injuries sustained on active duty for a period of one (1) year after death.

This does not include the children of:[3].

1. Inactive members of the National Guard and military reserves.
2. Members of the uniformed services now retired, except as otherwise stated in this policy.
3. Veterans of the uniformed services, except as otherwise stated in this policy.
4. Other United States Department of Defense personnel and other federal agency civilian and contract employees not defined as active duty members of the uniformed services.

State Council – an entity to coordinate the state's participation and compliance among its government agencies, school entities and military installations.

[SEE NOTE AT END OF POLICY TO DETERMINE WHICH DEFINITION OF UNIFORMED SERVICES TO SELECT BELOW.]

{ } **Uniformed services** – means the Army, Navy, Air Force, Marine Corps, Coast Guard, Commissioned Corps of the National Oceanic and Atmospheric Administration, and Public Health Services.[3].

{ X } **Uniformed services** – means the U.S. armed forces, Commissioned Corps of the National Oceanic and Atmospheric Administration, and the Commissioned Corps of the Public Health Service.[4].

U.S. armed forces – means the Army, Navy, Air Force, Marine Corps, Coast Guard and Space Force.[4]

Authority

The Board directs the district to comply with the provisions of the Interstate Compact on Educational Opportunity for Military Children (Compact) and this Board policy by:[3][5]

1. Facilitating the timely enrollment of children of military families and ensuring that they are not placed at a disadvantage due to difficulty in the transfer of education records from previous school districts or variations in entrance/age requirements.[6][7][8][9]
2. Facilitating the student placement process through which children of military families are disadvantaged by variations in attendance requirements, scheduling, sequencing, grading, course content or assessment.[10][11][12][13][14]
3. Facilitating the qualification and eligibility for enrollment, educational programs and participation in extracurricular, academic, athletic and social activities.[15][16][17]
4. Facilitating the on-time graduation of children of military families.[18]
5. Providing for the promulgation and enforcement of administrative rules implementing the provisions of the Compact.
6. Providing for the uniform collection and sharing of information between and among states, schools and military families under the Compact.
7. Promoting coordination between the Compact and other compacts affecting military children.
8. Promoting flexibility and cooperation between the educational system, parents/guardians and the student in order to achieve educational success for the student.

Advance Enrollment

In addition to the provisions of the Compact, the district shall enroll children of a parent/guardian who is an active duty member of the U.S. armed forces, including a reserve component, that has received official military orders to transfer into or within Pennsylvania, prior to establishing residency in this district.[6][8][19]

The parent/guardian shall provide the following:[6][19][20]

1. A copy of the official military order.
2. Proof of intent to move into this district, which may include:[19]
 - a. A signed contract to buy a home.
 - b. A signed lease agreement.
 - c. A statement from the parent/guardian stating their intent to move into the district.

Within forty-five (45) days after the arrival date specified in the military orders, the parent/guardian shall provide the district with proof of residence in this district.[19]

The Board shall ensure that children of military families have equal access to the same educational programs, activities and services provided to other district students.

Delegation of Responsibility

The Superintendent shall be authorized to waive specific requirements in Board policies, procedures and administrative regulations to the extent that they create barriers for the enrollment, placement and attendance of children of military families.[6][7][8][11][15][16][18][21]

The Superintendent or designee shall collaborate with the military family education liaison designated by the State Council, school staff, sending schools, local agencies and other entities in supporting the needs of children of military families.

Guidelines

Children of military families enrolled in this district shall be provided support and services, as appropriate to each individual student's needs, in accordance with the Compact and Board policy. [22][23][24][25][26]

NOTE:

The definition of "uniformed services" in the Pennsylvania Interstate Compact on Educational Opportunity for Military Children Act (24 P.S. 7301 et seq) currently differs from the federal definition of "uniformed services" (10 U.S.C. 101) since the federal definition has been updated to reference all branches of the U.S. armed forces, including Space Force. PSBA suggests considering the option aligning with the current federal definition (second option), to address the provision of educational opportunity for children of all active duty members of the armed forces, despite the technicality in differing definitions. This is a local decision that boards may discuss with their school solicitor.

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Book	Policy Manual
Section	800 Operations
Title	Data Governance - Storage/Security
Code	830.1 Vol II 2023
Status	First Reading
Legal	<u>1. 73 P.S. 2305.1</u> <u>2. 73 P.S. 2305.2</u> 3. Pol. 800 <u>4. 73 P.S. 2301 et seq</u> 5. Pol. 830 6. Pol. 113.4 7. Pol. 216 8. Pol. 324 <u>9. 73 P.S. 2302</u> 10. Pol. 801 11. Pol. 828 12. Pol. 815 13. Pol. 317 14. Pol. 818 15. Pol. 916

Purpose

The district is required to collect, create, store and manage data and information. Accurately maintaining and protecting such data is essential for efficient district operations, legal compliance, confidentiality and upholding trust with the school community.

This policy addresses the Board's commitment to sound data governance related to the integrity and security of the data collected, maintained, stored and managed by the district.

Authority

The Board recognizes the importance of establishing and maintaining a system of data governance that addresses district staff responsibilities and complies with federal and state laws and regulations regarding data storage, security and records management. The district's data governance system shall meet or exceed industry and/or government standards for data protection and privacy of personal information.^{[1][2]}

The Board directs that the creation, collection, retention, retrieval and disposition of district records shall be governed by Board policy and the district's Records Management Plan and Records Retention Schedule.[3]

The Board directs notifications of a breach of the security of the district's computerized data system involving an individual's personal information to be conducted in accordance with law and Board policy.[4][5]

Definitions

Confidential Data/Information - information regarding which law, Board policy or contract prohibit disclosure or that may be disclosed only in limited circumstances. Confidential data includes, but is not limited to, personally identifiable information and other personal information regarding students, employees and district residents.[6][7][8]

Critical Data/Information - information that is essential to district operations and that must be accurately and securely maintained to avoid disruption to district operations.

Data Governance - the district's comprehensive system to ensure the integrity of data created, collected, stored, secured and managed by the district.

Encryption - the use of an algorithmic process to transform data into a form in which there is a low probability of assigning meaning without use of a confidential process or key.[9]

Personal Information - includes an individual's first name or first initial and last name in combination with and linked to any one or more of the following when not encrypted or redacted: [5][9]

1. Social Security number.
2. Driver's license number or state identification card number issued instead of a driver's license.
3. Financial account number, credit or debit card number, in combination with any required security code, access code or password that would permit access to an individual's financial account.
4. Medical information, meaning any individually identifiable information contained in the individual's current or historical record of medical history or medical treatment or diagnosis created by a health care professional.[9]
5. Health insurance information, meaning an individual's health insurance policy number or subscriber identification number in combination with access code or other medical information that permits misuse of an individual's health insurance benefits.[9]
6. A user name or email address, in combination with a password or security question and answer that would permit access to an online account.

Personal information does not include publicly available information that is lawfully made available to the general public from federal, state or local government records or widely distributed media.[9][10]

Records Management Plan - the system implemented by the district for the storage, retention, retrieval and disposition of all records generated by district operations.[3]

Records Retention Schedule - a comprehensive listing stating retention periods and proper disposition of records.[3]

Delegation of Responsibility

The Superintendent, in coordination with the

{X } Director of Information Technology,

{ } Business Manager,

{ } _____ Other,

shall develop procedures necessary to implement this policy.

All individuals who are granted access to confidential and/or critical data/information are required to keep the information secure and are prohibited from disclosing or assisting in the unauthorized disclosure of such data/information.[5][11]

The _Director of Information Technology_____ shall conduct regular vulnerability and risk assessments to monitor the integrity of the district's system of data governance.

The Superintendent shall ensure that this policy is reviewed at least annually and updated as necessary.[1][2]

Guidelines

The district's system of data governance shall include, but not be limited to, the following:

1. Data security controls that meet or exceed industry and/or government standards for data protection and privacy, to ensure that only authorized individuals have access to computerized data.
2. A plan for backup and recovery of data to protect against information loss. Redundant backup systems of data storage shall be securely maintained in separate physical locations or in separate data storage systems.
3. Training requirements for individuals who have access to confidential and/or critical data and information.
4. Provisions to minimize the risk of unauthorized access, alteration or erasure of computerized data.[5]
5. An inventory of all software applications, digital tools and platforms, and related instruments comprising the data governance system.
6. Procedures for addressing a breach of data and cybersecurity incidents.[5]
7. Procedures and acceptable use provisions for access to data and protection of privacy and personal information for students, staff and district residents.[5][12]
8. A requirement that all service providers retained or contracted by the district for data governance and records management purposes meet or exceed industry and/or government standards for data protection and privacy of personal information.

{X } Use of Personal Electronic Devices and Resources

{X } The district prohibits storage of confidential and/or critical data/information of the district on a personal electronic device, personal email account or other personal platform. District staff and service providers shall use district-controlled accounts and platforms to securely access,

store or transmit confidential and/or critical data/information of the district.

Service Providers

Service providers retained or contracted by the district shall comply with law, Board policy, administrative regulations and district procedures regarding data security and integrity of data containing confidential and/or critical data/information of the district.[3][5]

The district shall ensure that the agreement or contract for service with a service provider who may have access to confidential and/or critical data/information reflects appropriate data security provisions.

Consequences

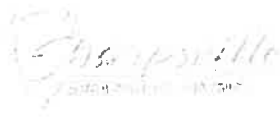
Failure to comply with law, Board policy, administrative regulations or procedures regarding data governance and security may result in the following disciplinary measures and possible pursuit of civil and criminal sanctions:[13][14][15]

1. Employees may be disciplined up to and including termination.
2. Volunteers may be excluded from providing services to the district.
3. The termination of a business relationship with a service provider.

NOTES:

If district has three (3) employee sections, remember to change the policy cites in the policy and references.

PSBA New 4/23 © 2023 PSBA



Book	Policy Manual
Section	200 Pupils
Title	Educational Stability for Children in Foster Care
Code	255
Status	Active
Legal	<u>1. 20 U.S.C. 6311</u> <u>2. 20 U.S.C. 6312</u> <u>3. 42 U.S.C. 675</u> <u>4. 45 CFR 1355.20</u> 5. Pol. 200 6. Pol. 206 <u>7. 20 U.S.C. 1232g</u> 8. Pol. 113.4 9. Pol. 216 10. Pol. 810 <u>11. 34 CFR 299.13</u> <u>34 CFR Part 99</u> Pol. 202
Adopted	March 20, 2017

Authority

To ensure the educational stability of children in foster care, the Board requires the district to collaborate with the local children and youth agency and other school districts. [1][2][3]

Definitions

Additional costs means the difference between what the district spends to transport a resident student to his/her assigned school and the cost to transport a child in foster care to his/her school of origin.

Foster care means twenty-four (24) hour substitute care for children placed away from their parents or guardians and for whom the child welfare agency has placement and care responsibility. This includes, but is not limited to, placements in foster family homes, foster homes of relatives, group homes, emergency shelters, residential facilities, child care institutions, and pre-adoptive homes. A child is in foster care in accordance with this definition regardless of whether the foster care facility is licensed and payments are made by the state,

tribal or local agency for the care of the child, whether adoption subsidy payments are being made prior to the finalization of an adoption, or whether there is federal matching of any payments that are made.[4]

School of origin is the school in which a child is enrolled at the time of placement in foster care. If a child's foster care placement changes, the school of origin would then be considered the school in which the child is enrolled at the time of the placement change.

Delegation of Responsibility

The Board designates the Director of Student Services to serve as the district's point of contact for children in foster care.

The district's point of contact shall coordinate with:[1]

1. Local children and youth agency to:
 - a. Establish formal mechanisms to ensure that the district is promptly notified when a child enters foster care or changes foster care placements.
 - b. Develop a protocol on how to make best interest determinations; and
 - c. Develop and coordinate transportation procedures.
2. Other school districts on issues of transfer of records, transportation and other inter-district activities.

Guidelines

Enrollment/Placement

A child in foster care shall continue to be enrolled in his/her school of origin unless there is a determination that it is not in his/her best interest to attend the school of origin.[1]

Best Interest Determination -

The best interest determination shall be made in accordance with federal and state laws and regulations, court orders, and established local procedures.[1]

In determining whether it is in a child's best interest to remain in his/her school of origin, all factors relating to a child's best interest shall be considered, including the appropriateness of the current educational setting and proximity of foster care placement.[1]

Documentation related to the best interest determination shall be kept in the student's education record.

Enrollment -

When a child in foster care is placed in the district and seeks enrollment in district schools, the district's point of contact shall:[1][5]

1. Ensure the child is immediately enrolled and attending school, even if the records normally required for enrollment pursuant to district policies are not available.
2. Immediately contact the school last attended by the child to obtain relevant academic and other records.

Dispute Resolution -

If a dispute arises over the appropriate school placement for a child in foster care, to the extent feasible and appropriate, the child shall remain in his/her school of origin, pending resolution of the dispute.

Assignment -

If the district is unable to determine the student's grade level due to missing or incomplete records, the district shall administer tests or utilize appropriate means to determine the student's assignment within the school.[6]

Education Records

The district may disclose personally identifiable information from the education records of a student without written consent of the parent(s) or the eligible student if the disclosure is:[7][8][9]

1. To comply with a court order authorizing the disclosure of education records in a case where a parent is a party to a proceeding involving child abuse or neglect or a dependency matter.
2. To an agency caseworker or other representative of a state or local child welfare agency, or tribal organization, who has the right to access a student's case plan, as defined and determined by the state or tribal organization, when such agency or organization is legally responsible, in accordance with state or tribal law, for the care and protection of the student, provided that the education records, or the personally identifiable information contained in such records, of the student will not be disclosed by such agency or organization, except to an individual or entity engaged in addressing the student's education needs and authorized by such agency or organization to receive such disclosure and such disclosure is consistent with the state or tribal laws applicable to protecting the confidentiality of a student's education records.

Transportation

The district shall ensure that children in foster care needing transportation to their school of origin will promptly receive transportation in a cost-effective manner.[10][2]

To ensure that transportation for children in foster care is provided, arranged, and funded, the district shall collaborate with the local children and youth agency to develop a local transportation plan.[2]

The transportation plan shall address the following:[2]

1. The procedure the district and local children and youth agency will follow to:
 - a. Promptly provide transportation for children in foster care;
 - b. Promptly arrange transportation for children in foster care; and
 - c. Ensure transportation is funded in a cost-effective manner and in accordance with Section 475(4)(A) of the Social Security Act.
2. How transportation costs will be covered if additional costs are incurred. Options include:
[2]
 - a. The local children and youth agency agrees to reimburse the district;
 - b. The district agrees to pay for the cost;
 - c. The district and the local children and youth agency agree to share the costs; or
 - d. The district of origin, the district of current residence, and the placing children and youth agency agree to share the costs.

3. Dispute resolution procedures to ensure that any disagreements regarding the cost of transportation are resolved promptly and fairly, and do not impact a student's ability to remain in the school of origin during the dispute resolution process.[11]

The district shall submit the local transportation plan, including any updates or revisions, to the Pennsylvania Department of Education.

Transportation shall be provided to children in foster care in accordance with the local transportation plan regardless of whether transportation is provided to district students.[1][2]

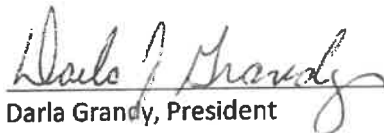
Training

The district's point of contact for children in foster care shall provide professional development and training to school staff on the Title I foster care provisions and education needs of children in foster care, as needed.

Exhibit B

**SHARPSVILLE AREA SCHOOL DISTRICT
ADMINISTRATION COMPENSATION PLAN
JULY 1, 2023 – JUNE 30, 2026**

**Approved by the Board of Education on October 17, 2023
Amended by the Board of Education on March 18, 2024**


Darla Grandy, President



Ashley Mocker, Secretary

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ADMINISTRATION COMPENSATION PLAN

The Board of School Directors of the Sharpsville Area School District adopts the following Administrator Compensation Plan pursuant to the "Public School Code of 1949," as amended, Section 1164 and Board Policy No. 328, "Wage and Salary." The Board recognizes the importance of maintaining an effective Management Team to strengthen the administration and educational programs of the District, and to establish and improve communications, decision-making, conflict resolution and other relationships among the members of the Team.

I. TERM OF COMPENSATION

This Plan is effective July 1, 2023 and shall continue until June 30, 2026.

II. DEFINITIONS

1. The term "Administrator" shall include the following positions for the purpose of this Plan:

- Director of Student Services
- High School Principal
- Middle School Principal
- Elementary Principal
- Director of Technology

2. The term "Supervisor" shall include the following positions for the purpose of this plan:

- Director of Facilities
- Assistant Director of Facilities

III. ASSIGNMENT

The Board of Education reserves the right to assign administrator positions in accordance with appropriate State certification and in conjunction with the guideline set forth in Board Policy No. 309.

IV. COMPENSATION PLAN

Salaries and related compensation for Professional Administrators and Supervisors have been determined following the "meet and discuss" process between a Committee of the School Board and the Administrative Team. Said compensation shall be based upon the salary schedule set forth in Section VI below relative to the duties specified in both the job description and additional assignments in accordance with Board Policy No. 313 by the Superintendent of Schools.

V. WORK YEAR

The work year for all Administrators and Supervisors shall be Twelve (12) months, July 1 through June 30.

VI. SALARY

The salary of each individual covered under this agreement will be as follows:

Administrator/Supervisor	<u>2023-2024</u> Salary	<u>2024-2025</u> Increase	<u>2025-2026</u> Increase
Annessa Steele	\$96,000 Prorated	2.90%	2.90%
Carol Houck	\$99,401	2.90%	2.90%
Heidi Marshall	\$98,281	2.90%	2.90%
Jonathan Fry	\$98,281	2.90%	2.90%
Bradley Hoagland	\$85,000 Prorated	2.90%	2.90%
Wade Hoagland	\$71,844	2.90%	2.90%
Andrew Kocis	\$55,043	2.90%	2.90%

The salaries for new Administrators will be established at the time of hire, and prorated for the appropriated work days remaining in the fiscal year of hire.

VII. TAX SHELTERED ANNUITY

The District will contribute the following amounts per month for each Administrator, excluding Supervisors, to the District's tax sheltered annuity:

<u>2023-2024</u>	<u>2024-2025</u>	<u>2025-2026</u>
\$325.00	\$325.00	\$325.00

VIII. VACATION

1. Administrators

- a. Twenty-One (21) days per year. The Administrative Staff can carry unused vacation beyond June 30th with the Superintendent's approval but must be used by July 31.
- b. Upon written request by June 1st of each year, each Administrator shall receive their daily rate for up to five (5) unused vacation days.
- c. In the event that an Administrator's work year is shortened, it is mandated that vacation days will be prorated accordingly.

2. Supervisors

a. Supervisor's vacation will be granted as follows:

1 year	5 days
2 years	10 days
6 years	15 days
10 years	16 days
12 years	18 days
15 years	19 days
20 years	20 days
25 years	21 days

- b. Vacation is earned in the fiscal year July 1 - June 30. There will be no accrument of vacation beyond July 31st each year.
- c. No vacation time will be granted for any work up to three months. Vacation cannot be taken during the first three months of employment.
- d. An employee will become eligible for additional vacation for years of service in the fiscal year in which the required anniversary date of initial employment occurs with at least six months of the fiscal year remaining.
- e. In the event that a Supervisor's work year is shortened, it is mandated that vacation days will be prorated accordingly.

IX. PAID HOLIDAYS

- New Year's Day
- Good Friday
- Memorial Day
- Fourth of July
- Labor Day
- Thanksgiving Day and the day following
- The Christmas holiday as scheduled in the yearly school calendar
- Other days off afforded the instructional staff during the school calendar

X. PAID LEAVE

- A. Sabbatical. Sabbatical leaves for eligible professional employees as provided for in the Public School Code of the Commonwealth of Pennsylvania.

- B. Personal Days. Two (2) Personal Days per year. One day may be carried over for a period of one year.
- C. Sick Days. Twelve (12) sick days per year, cumulative.
- D. Bereavement Leave. Five (5) school days shall be granted for the death of a child, parent, husband, wife, or grandchild. This shall not exceed seven (7) consecutive days commencing at the time of death. Three (3) days shall be granted for the death of a brother, sister, brother-in-law, sister-in-law, father-in-law, mother-in-law, son-in-law, daughter-in-law, grandparent or for a relative living in the house of the professional employee. This shall not exceed five (5) consecutive days commencing at the time of death. One (1) day shall be granted for the death of a more distant relative to enable the administrator to attend the funeral.
- E. Family Leave. Each employee shall be entitled to five (5) paid leave days per year for the purpose of attending to the illness of a member of the immediate family. Immediate family shall be defined as child, parent, husband, wife, grandparent, grandchild, or live-in relatives. If both husband and wife are employed in the District, only one (1) individual at a time will be eligible to use this leave. If more than three (3) consecutive days are taken, the District may request a doctor's excuse. This leave will be deducted from the employee's sick leave.

XI. INSURANCE BENEFITS

- A. Health Care - From January 1, 2024 through December 31, 2026, eligible Administrators and Supervisors will be offered the same third-party medical insurance plan offered to the instructional staff. The deductibles shall be \$1,500 individual and \$3,000 for all other coverage options for the calendar year 2023. Deductible amounts adjusted annually based on plans established in future years. At no time may the deductible be an amount below the IRS minimum.

The District will continue contributions to a health savings account (HSA) for each eligible Administrator and Supervisor enrolled in the Qualified High-Deductible Health Plan (QHDHP) effective January 1, 2024 through December 31, 2026. The HSA will be administered in accordance with the regulations and guidelines as established/amended by the Internal Revenue Service. The SASD will make annual contributions to those employees' HSA who are enrolled in the QHDHP as soon as possible on or after January 1st each year. However, it is understood that a period of time may be necessary in order for the monies to be processed and posted to the employee's HSA. The employer's contribution will be based on each employee's QHDHP enrollment status (single or family) in accordance with the following schedule:

<u>Calendar Year</u>	<u>% of Deductible</u>
2024	60%
2025	60%
2026	60%

Administrators/Supervisors who enroll in the QHDHP other than on January 1 will have their employer contribution pro-rated based on the remaining months in the calendar year.

Administrators/Supervisors can make additional contributions to their HSA through voluntary payroll deduction. Employees are responsible for compliance with IRS regulations including annual contributions and eligibility limits.

The SASD shall be responsible for the payment of the monthly HSA administration fee. Investments are voluntary and any fees associated with investment accounts shall be the responsibility of the employee.

Premium Share – For the balance of the 2023 calendar year, Administrators receiving medical insurance will have a co-pay in the amount of \$125.00 deducted from each pay. Supervisors receiving medical insurance will have a co-pay deducted from each pay in accordance with the AFSCME Agreement in effect for those months. Beginning January 1, 2024, Administrators and Supervisors receiving medical insurance will have a co-pay in the amount of five percent (5.00%) of the monthly medical insurance premium deducted from their monthly pay.

Spousal Coverage – Beginning January 1, 2024, the spouse of an Administrator or Supervisor will be eligible to enroll under the District's medical plan as a dependent.

Insurance Waiver - An Administrator/Supervisor may decline the Group Medical coverage in exchange for an annual incentive payment of 1/2 the cost of eligible insurance. The said payment will be pro-rated as part of the regular pay periods throughout the twelve month pay period. During the open enrollment period beginning December 1 of each year, each Administrator/Supervisor must notify the Superintendent or Business Manager, in writing, of his/her intention to opt out of the medical insurance plan for the upcoming calendar year. Administrators or Supervisors whose spouses are employed by the District and who receive the District's health care plan through spousal coverage are ineligible for the waiver while receiving health care coverage under the spouse's plan.

- B. Dental Insurance- The District will pay for individual dental coverage for each employee. The District will pay twenty dollars (\$20.00) per month towards family coverage for each eligible employee. Any additional costs for family coverage shall be shared by the District and employee at the rate of 50%/50%.
- C. Vision - The District will provide vision insurance coverage in accordance with the coverage provided instructional staff. (No Co-Pay)
- D. Life Insurance (term).
 - 1. Administrators - The policy will be \$75,000.00 per year with AD & D.
 - 2. Supervisors - The policy will be \$40,000.00 per year with AD & D.

E. Disability Income Protection Plan.

1. Administrators - The District will provide and pay the full premium for a Group Long Term Disability Insurance Plan. The plan will pay monthly benefits after a ninety (90) day elimination period and payments will continue up to five (5) years if less than age 65; to age 70, but not less than one (1) year if age 65 through 68; or one (1) year if age 69 and over. The monthly indemnity will be 66.66667% of salary up to a maximum benefit of four thousand dollars (\$4,000.00) per month and shall be fully integrated with deductible sources of income as specified in the certificate of coverage. In the event that the number of paid days eligible to the Administrator at the time of the disability is not sufficient to cover the elimination period, the District will cover the benefit amount to fulfill the elimination period. The Income Disability Insurance will begin on the 91st consecutive day at which time sick day payments will cease.
2. Supervisors - Income Disability coverage as per the SAEA Contract

XII. PROFESSIONAL ASSOCIATION MEMBERSHIP

The School District will provide for each Administrator's membership in his/her State and National professional organization.

XIII. NATIONAL CONFERENCE ATTENDANCE

The School District will pay for each Administrator to attend up to one national conference of ASCD, NAEESP or other nationally recognized education organization one time during the life of the agreement with the understanding that all reasonable expenses will be covered by the building level budget of the attending principal. Conference attendance will be contingent upon Board approval.

XIV. EDUCATIONAL ADVANCEMENT

Tuition reimbursement to Administrators will be provided for a maximum of three (3) credits per semester at a rate not to exceed the graduate fees per credit at Westminster College. It is understood that if an Administrator leaves the District within one year of taking a class, they must repay the district 100% of the tuition reimbursement they received for courses taken in the preceding twelve-month period.

XV. RETIREMENT BENEFITS.

1. Administrators

a. **Eligibility Criteria** - The District will provide the following retirement payments to those eligible Administrative Employees who meet all of the below eligibility requirements: (for Sections b., c., and d., below)

1. The equivalent of at least twenty-five (25) years of employment in the Pennsylvania Public Schools as defined by the Pennsylvania School Employees Retirement System, and;
2. The equivalent of at least twenty (20) years of employment in the Sharpsville Area School District, and;
3. A minimum of fifty-two (52) years of age by the time retirement becomes effective, and;
4. Notify the Superintendent's Office in writing at least 60 days in advance of the effective date of the retirement.

b. **Retiree Health Care Incentive** – Subject to the Eligibility Criteria in Section 1.a. above. Eligible retirees shall receive payments in the amount of up to a maximum of \$25,000 over five (5) years, with an amount of up to a maximum of a \$5,000 payment made each year into the retiree's HRA. Monetary benefits shall be paid on an annual basis, on or shortly after July 1 of each year following the retiree's retirement. In the event that the retiree selects a retirement date part-way through the school year, the initial payment made shall be prorated for the number of months remaining in that year (July 1 through June 30), once the retiree has ended their District health insurance coverage. This initial pro-rated payment shall be paid on or shortly after the first day of the month following the District's written notification that the retiree has ended their District health insurance coverage. The parties agree that retirees shall be ineligible to receive the incentive payments upon a retiree reaching Medicare eligibility. In the event that a retiree reaches or will reach Medicare eligibility during the year in which a retirement payment is made (July 1 through June 30), the parties agree that the applicable payment made shall be prorated to cease on the date the retiree becomes eligible for Medicare, and no further payments shall be made by the District.

For any eligible retiree who has elected spousal health coverage in the 12 months prior to the retirement notification date, monetary benefits of the program will continue to be paid to the designated beneficiary according to the payment schedule of the retiree should the retiree die before he/she reaches ages sixty-five (65).

The parties agree that retirees who elect to receive benefits under this incentive shall be required to obtain health insurance from a provider other than the District's group plan. Any retiree who chooses to receive incentive payments under this section must waive his or her right to elect to purchase District-provided health insurance coverage as contemplated by the Pennsylvania School Code. This waiver shall be in effect both during and after the incentive payments are being made by the District. In the event it is determined that this right is not waivable or the relevant School Code section is changed to render this arrangement unlawful, no further incentive payments shall be made to retirees by the District, and the District will be held harmless from any liability or legal action arising from application of this provision. Under these circumstances, if retirees have unspent incentive payment amounts in their HRA, those amounts shall be returned to the District, but if the incentive payments were spent on obtaining health insurance, retirees shall not be obligated to repay those amounts and may elect to have their coverage under the District's plan reinstated at the retiree's expense. If a retiree receives benefits under this incentive and later desires to revoke that election, the retiree must pay back to the District all amounts paid to him or her under this incentive prior to the retiree's coverage being reinstated.

- c. **Years of Service Incentive** – Subject to the Eligibility Criteria in Section 1.a. above. A severance payment of \$250.00 for each full year of service in the Sharpsville Area School District. The method of receiving payment shall be a lump sum payment in the year of retirement to a 403b plan or comparable plan as specified in the District's plan document. These funds will be made as a direct contribution into the employee 403(b) tax sheltered annuity account in an amount as calculated by the Business Manager in accordance with the schedule above. This is an employer contribution, and no cash option is available. Contributions are limited to Section 415 limits. Excessive contributions will be made to the employee's account in the next subsequent year up to the 415 limits.
- d. **Unused Sick Days Incentive** – Per Diem Pay – Subject to the Eligibility Criteria in Section 1.a. above. Administrators shall receive a per diem amount for any unused sick days remaining, upon retirement, as calculated with the following rate schedule:
 - Days 1 through 49: Thirty-six dollars (\$36.00) per day.
 - Days 50 through 99: Fifty-three dollars (\$53.00) per day.
 - Days 100 through 149: Seventy-two dollars (\$72.00) per day.
 - Days 150 and greater: Eighty-nine dollars (\$89.00) per day.

The method of receiving payment shall be a lump sum payment in the year of retirement to a 403b plan or comparable plan as specified in the District's plan document. These funds will be made as a direct contribution into the employee 403(b) tax sheltered annuity account in an amount as calculated by the Business

Manager in accordance with the schedule above. This is an employer contribution, and no cash option is available. Contributions are limited to Section 415 limits. Excessive contributions will be made to the employee's account in the next subsequent year up to the 415 limits.

2. Supervisors

- a. **Eligibility Criteria** – The District will provide the following retirement payments to those eligible Supervisory Employees who meet all of the below eligibility requirements: (for Sections b. and c., below)
 1. The equivalent of at least twenty-five (25) years of employment in the Pennsylvania Public Schools as defined by the Pennsylvania School Employees Retirement System, and;
 2. The equivalent of at least twenty (20) years of employment in the Sharpsville Area School District, and;
 3. A minimum of fifty-two (52) years of age by the time retirement becomes effective, and;
 4. Notify the Superintendent's Office in writing at least 60 days in advance of the effective date of the retirement.
- b. **Retiree Health Care Incentive** - Subject to the Eligibility Criteria in Section 2.a. above. Eligible retirees shall receive payments in the amount of up to a maximum of \$25,000 over five (5) years, with an amount of up to a maximum of a \$5,000 payment made each year into the retiree's HRA. Monetary benefits shall be paid on an annual basis, on or shortly after July 1 of each year following the retiree's retirement. In the event that the retiree selects a retirement date part-way through the school year, the initial payment made shall be prorated for the number of months remaining in that year (July 1 through June 30), once the retiree has ended their District health insurance coverage. This initial pro-rated payment shall be paid on or shortly after the first day of the month following the District's written notification that the retiree has ended their District health insurance coverage. The parties agree that retirees shall be ineligible to receive the incentive payments upon a retiree reaching Medicare eligibility. In the event that a retiree reaches or will reach Medicare eligibility during the year in which a retirement payment is made (July 1 through June 30), the parties agree that the applicable payment made shall be prorated to cease on the date the retiree becomes eligible for Medicare, and no further payments shall be made by the District.

For any eligible retiree who has elected spousal health coverage in the 12 months prior to the retirement notification date, monetary benefits of the program will continue to be paid to the designated beneficiary according to the payment schedule of the retiree should the retiree die before he/she reaches ages sixty-five (65).

The parties agree that retirees who elect to receive benefits under this incentive shall be required to obtain health insurance from a provider other than the District's group plan. Any retiree who chooses to receive incentive payments under this section must waive his or her right to elect to purchase District-provided health insurance coverage as contemplated by the Pennsylvania School Code. This waiver shall be in effect both during and after the incentive payments are being made by the District. In the event it is determined that this right is not waivable or the relevant School Code section is changed to render this arrangement unlawful, no further incentive payments shall be made to retirees by the District, and the District will be held harmless from any liability or legal action arising from application of this provision. Under these circumstances, if retirees have unspent incentive payment amounts in their HRA, those amounts shall be returned to the District, but if the incentive payments were spent on obtaining health insurance, retirees shall not be obligated to repay those amounts and may elect to have their coverage under the District's plan reinstated at the retiree's expense. If a retiree receives benefits under this incentive and later desires to revoke that election, the retiree must pay back to the District all amounts paid to him or her under this incentive prior to the retiree's coverage being reinstated.

- c. **Unused Sick Days Incentive – Per Diem Pay – Subject to the Eligibility Criteria in Section 2.a. above.** Supervisors shall receive a per diem amount for any unused sick days remaining, upon retirement, as calculated with the following rate schedule:

- Days 1 through 49: 10% of the daily rate on the last day of employment.
- Days 50 through 99: 15% of the daily rate on the last day of employment.
- Days 100 through 149: 20% of the daily rate on the last day of employment.
- Days 150 and greater: 25% of the daily rate on the last day of employment.

The method of receiving payment shall be a lump sum payment in the year of retirement to a 403b plan or comparable plan as specified in the District's plan document. These funds will be made as a direct contribution into the employee 403(b) tax sheltered annuity account in an amount as calculated by the Business Manager in accordance with the schedule above. This is an employer contribution, and no cash option is available. Contributions are limited to Section 415 limits. Excessive contributions will be made to the employee's account in the next subsequent year up to the 415 limits.



AFFILIATION AGREEMENT FOR STUDENT CLINICAL PLACEMENT AND INSTRUCTION

This Affiliation Agreement for Student Clinical Placement and Instruction (hereinafter "Agreement") is made by and between Gannon University (hereinafter "University") and Sharpsville Area School District

NAME AND ADDRESS OF FACILITY] (hereinafter "Clinical Facility").

WITNESSETH:

WHEREAS, University and Clinical Facility agree that the primary purpose of this Agreement is to provide University's students with quality learning experiences; and

WHEREAS, University has ultimate responsibility for its students learning experiences; and

WHEREAS, Clinical Facility has ultimate responsibility for quality patient care; and

WHEREAS, University desires to place its students in clinical learning experiences at Clinical Facility; and

WHEREAS, Clinical Facility is willing to receive University students for clinical learning experiences at Clinical Facility and has agreed to allow University students to utilize its facilities for this purpose.

NOW THEREFORE, for and in consideration of the foregoing and in further consideration of the mutual benefits and promises contained herein, the parties hereby agree as follows intending to be legally bound hereby:

ARTICLE I

Responsibilities of University Associated with Student Clinical Placement and Instruction

Section 1.1 University shall conduct its educational programs related to this Agreement in accordance with the standards of the University and the educational accrediting agency for designated programs.

Section 1.2 University shall assume and maintain full responsibility for the planning and execution of the educational programs related to this Agreement, including the

appropriate programming, administration, curriculum content, faculty appointments and administration, and requirements for matriculation, promotion and graduation of its students.

- Section 1.3 University shall communicate curriculum needs with the professional staff of the Clinical Facility so it can plan for the use of appropriate clinical resources.
- Section 1.4 University shall remain responsible for preparing students for the clinical education phase of their education and informing the Clinical Facility professional staff of the clinical objectives of the clinical learning experience.
- Section 1.5 University shall advise the assigned student that the student is required to comply with the policies and procedures of the Clinical Facility while at the Clinical Facility and to follow the directions of the clinical staff at the Clinical Facility with regard to operations of the Clinical Facility or patient care.
- Section 1.6 University will refer to the Clinical Facility only those students who have satisfactorily completed the prerequisite didactic portion of the curriculum for the clinical learning experience.
- Section 1.7 University shall provide adequate written information to the Clinical Facility regarding numbers of students and clinical learning experiences needed at least ninety (90) days in advance and shall submit written schedules and names of students at least four weeks in advance, unless otherwise agreed.
- Section 1.8 University shall initiate, as appropriate, individual and group conferences with the Clinical Facility staff for the purpose of discussing the clinical education program and student performance.
- Section 1.9 University shall withdraw any student from the clinical education program if such student is or becomes unacceptable for reasons of health, performance, or other reasonable and non-discriminatory reason. The parties agree that, prior to withdrawal, concerns regarding the student shall be discussed between the parties and an effort shall be made to resolve such concerns without withdrawal.
- Section 1.10 University shall provide education pertinent to the clinical experience for the Clinical Facility's professional staff who have supervisory responsibilities over University's students.
- Section 1.11 University shall direct its students and faculty participating in a clinical learning experience to maintain as confidential all patient records and patient data to which they may have access at the Clinical Facility and to obtain appropriate authorizations for the disclosure or copying of such records or data. The University shall expressly direct its students and faculty participating in a clinical learning experience that no patient information shall be given to University and

that any student work, assignments, reports, or other educational materials shall use anonymous or de-identified information only.

- Section 1.12 University shall not discriminate against any individual participating in this program on account of race, color, age, national origin, sex, religion, or handicap.
- Section 1.13 University shall make representatives of the University available, at least annually or as needed, to meet with the Clinical Facility, in person or remotely, for joint review of the clinical learning experience.
- Section 1.14 University faculty, professional staff and students will work together with Clinical Facility to maintain an environment which provides quality patient services and clinical learning experiences.
- Section 1.15 University shall establish the educational objectives for the clinical learning experience, devise methods for implementation and continually evaluate to determine the effectiveness of the clinical learning experience.
- Section 1.16 University shall not use the name, logo, likeness, trademarks, image or other intellectual property of Clinical Facility for any advertising, marketing, endorsement or any other purposes without the prior written consent of Clinical Facility. University may refer to the affiliation with Clinical Facility in its educational catalogs and in other public information materials regarding the relevant University programs.
- Section 1.17 University shall require all participating students to have completed an appropriate criminal background check, and to have documented appropriate immunizations, as required by Clinical Facility.

ARTICLE II

Responsibilities of Clinical Facility Associated with Student Clinical Placement and Instruction

- Section 2.1 Clinical Facility shall provide a planned, supervised program of clinical learning experience in accordance with cooperative development between University and Clinical Facility. Clinical Facility shall commit adequate resources and staffing to the clinical learning experience to enable the completion of the educational objectives of the program.
- Section 2.2 Clinical Facility shall accept students assigned to the Clinical Facility by the University, in accordance with the terms of this Agreement and shall provide opportunities for such student to observe and assist, as appropriate and under the supervision of Clinical Facility, in relevant aspects of patient care.
- Section 2.3 Clinical Facility shall provide University students and faculty with appropriate resources for clinical learning experiences such as: (i) access to Clinical Facility's

facilities in an appropriately supervised environment; (ii) security badges or other means of access; (iii) computer access if applicable; and (iv) secure storage space for personal items while at the Clinical Facility's facilities.

- Section 2.4 Clinical Facility shall provide an orientation to the students covering, at a minimum, the Clinical Facility's policies, procedures, and an overview of its physical facilities.
- Section 2.5 Clinical Facility shall provide University with its requirements for students to be eligible to complete a clinical learning experience at the Clinical Facility, including but not limited to an acceptable criminal background check, required immunizations, and any applicable drug screening. Clinical Facility may attach such requirements hereto as **Exhibit A**.
- Section 2.6 Clinical Facility shall assist University in evaluation of each student's participation in the clinical learning experience. University shall remain responsible for grading its students.
- Section 2.7 Clinical Facility shall assign students to appropriate, selected patients and allow students to participate in patient care only as appropriate and with supervision at the discretion of the appropriate supervising licensed professional. If a student is assigned to participate in patient care with respect to a condition or dysfunction which has not been covered in the student's academic program or to perform a treatment technique which has not been covered in the academic program, the appropriate supervising licensed professional is solely responsible for ensuring that the student has sufficient knowledge and skill to participate in the patient's care in a safe and effective manner.
- Section 2.8 Clinical Facility shall not discriminate against any student on account of race, color, age, national origin, sex, religion, or handicap.
- Section 2.9 Clinical Facility shall make representatives of the Clinical Facility available, at least annually or as needed, to meet with the University, in person or remotely, for joint review of the clinical learning experience.
- Section 2.10 Clinical Facility staff will work with University professional staff, faculty, and students to maintain an environment which provides quality patient services and educational experiences.
- Section 2.11 Clinical Facility shall cooperate with University to establish the educational objectives for the clinical learning experience, devise methods for implementation and continually evaluate to determine the effectiveness of the clinical learning experience.
- Section 2.12 Clinical Facility may provide emergency care at its facility or arrange for emergency care at another facility at the expense of the individual involved.

Section 2.13 Clinical Facility shall not use the name, logo, likeness, trademarks, image or other intellectual property of University for any advertising, marketing, endorsement or any other purposes without the prior written consent of University. Clinical Facility may refer to the affiliation with University in its brochures and in other public information materials having to do with its clinical education programs.

ARTICLE III

Compliance Responsibilities

Section 3.1 University certifies that before its students are placed with Clinical Facility, students will have completed all health requirements for the clinical learning experience and conform to health requirements of federal, state and local governments and Clinical Facility. Clinical Facility may attach its health requirements as **Exhibit A**.

Section 3.2 University shall train its students with respect to confidentiality requirements for protected health information under HIPAA and its implementing regulations. For HIPAA compliance purposes, University is not a business associate of Clinical Facility and shall not receive protected health information from Clinical Facility. Rather, University's students and faculty are considered members of Clinical Facility's "workforce" as that term is defined in 45 CFR 160.103 when engaged in activities pursuant to this Agreement. Accordingly, University shall direct its students to comply with the policies and procedures of Clinical Facility, including those governing the use and disclosure of protected health information.

Section 3.3 Clinical Facility acknowledges that student educational records are protected by the Family Educational Rights and Privacy Act, and its implementing regulations as set forth at 34 CFR Part 99 and under 34 CFR 99.33(a)(2) ("FERPA") and hospital may be required to obtain student permission before releasing student data to any party except University. Clinical Facility will abide by the provisions of FERPA with respect to any request for student information by any party other than University.

Section 3.4 Compliance obligations of the parties shall survive termination of this Agreement.

ARTICLE IV

Term and Termination

Section 4.1 Effective Date. The effective date of this Agreement shall be defined as the date upon which it is executed by the parties if they have each executed the Agreement on the same date. Otherwise, the effective date shall be the date the last party executed this Agreement.

- Section 4.2 Term. This Agreement shall become effective on the effective date and shall continue for a term of five (5) years unless otherwise terminated in accordance with this Article IV.
- Section 4.3 Termination Upon Mutual Agreement. The parties may terminate this Agreement at any time upon mutual written consent.
- Section 4.4 Termination for Breach by Clinical Facility. Upon University's knowledge of a material breach by Clinical Facility of this Agreement, University shall provide written notice and a thirty (30) day opportunity for Clinical Facility to cure the breach. University may terminate this Agreement upon written notice if Clinical Facility does not cure the breach within the thirty (30)-day cure period.
- Section 4.5 Termination for Breach by University. Upon Clinical Facility's knowledge of a material breach by University of this Agreement, Clinical Facility shall provide written notice and a thirty (30) day opportunity for University to cure the breach. Clinical Facility may terminate this Agreement upon written notice if University does not cure the breach within the thirty (30)- day cure period.
- Section 4.6 Immediate Removal from Clinical Facility. Clinical Facility retains the right to remove University's students or faculty from a clinical learning experience or from Clinical Facility's facilities, and to end the affected student's clinical learning experience, when patient care is jeopardized (e.g., unsatisfactory clinical performance, violations of policies or procedures, or other misconduct). Unless, the situation requires immediate removal, the Clinical Facility shall first consult with the University regarding the student or faculty member before taking such actions and shall work with the University to address and resolve such circumstances.
- Section 4.7 Completion of Program. Termination of this Agreement for any reason pursuant to Section 4.2, 4.3, 4.4, or 4.5 shall not affect any of University's students who are then participating in a clinical learning experience with Clinical Facility and, except as provided in Section 4.6, any such students shall be permitted to complete such clinical learning experience notwithstanding the termination.

ARTICLE V

Indemnification

- Section 5.1 Indemnification of Clinical Facility. University agrees to indemnify and hold harmless Clinical Facility, its trustees, officers, directors, employees, contractors, agents, and representatives, from any and all claims, liabilities, losses or damages, actions, lawsuits, or other proceedings, and from all costs and expenses including reasonable attorney's fees related thereto, arising out of any act or omission of the University or any trustee, officer, director, contractor, employee, or other agent or representative of the University. In case any claim should be brought, or an

action filed with respect to the subject of the indemnity herein, Clinical Facility shall promptly notify University of such claim.

Section 5.2 Indemnification of University. Clinical Facility agrees to indemnify and hold harmless University, its trustees, officers, directors, employees, contractors, students, agents, and representatives, from any and all claims, liabilities, losses or damages, actions, lawsuits, or other proceedings, and from all costs and expenses including reasonable attorney's fees related thereto, arising out of any act or omission of the Clinical Facility or any officer, director, contractor, employee, or other agent or representative of Clinical Facility. In case any claim should be brought, or an action filed with respect to the subject of the indemnity herein, University shall promptly notify Clinical Facility of such claim.

Section 5.3 Survival. The indemnification obligations of the parties shall survive termination of this Agreement.

ARTICLE VI

Insurance

Section 6.1 Insurance Requirements for University. University shall ensure that its students and faculty are covered through a professional liability insurance policy, issued to the University, with a limit of at least \$1,000,000.00 per incident/\$3,000,000.00 annual aggregate. At Clinical Facility's request, a copy of the certificate of liability insurance, policy number and amount of insurance coverage shall be furnished to Clinical Facility. University shall maintain such policy for at least two (2) years following termination of this Agreement or shall purchase tail coverage.

Section 6.2 Insurance Requirements for Clinical Facility. Clinical Facility shall ensure that any employee or contractor who may work with University students or faculty are covered through a professional liability insurance policy, issued to the Clinical Facility, with a limit of at least \$1,000,000.00 per incident/\$3,000,000.00 annual aggregate. At University's request, a copy of the certificate of liability insurance, policy number and amount of insurance coverage shall be furnished to University. If Clinical Facility's policy is a claims made policy, Clinical Facility shall maintain such policy for at least two (2) years and three (3) months following termination of this Agreement or shall purchase tail coverage. Clinical Facility must waive all rights of subrogation against University.

Section 6.3 Mutual Insurance Requirements. Each party shall secure and maintain at all times during this Agreement a commercial general liability policy covering themselves and their respective employees with a limit of at least \$1,000,000.00 per incident/\$3,000,000.00 annual aggregate, which limits may be met in combination with an umbrella policy. If any such policy is a claims made policy, it shall be maintained for at least two (2) years following termination of this Agreement or tail coverage shall be required. Upon request, a certificate of insurance evidencing

such coverage shall be provided to the requesting party. Each party shall be responsible for securing and maintaining workers' compensation and employers' liability insurance covering their respective employees. Students are not considered employees and are not covered by University workers' compensation policy.

Section 6.4 Student Health Insurance. Students shall be responsible for obtaining and maintaining their own health insurance coverage.

Section 6.5 Survival. The insurance obligations of the parties shall survive termination of this Agreement.

ARTICLE VII

Other Terms

Section 7.1 This Agreement contains the entire understanding between the parties and supersedes any and all prior agreements and negotiations between them. There are no representations or warranties other than those expressly set forth herein. The provisions of this Agreement shall not be modified or changed except by a written instrument signed by both parties.

Section 7.2 This Agreement shall be governed by, and construed in accordance with, the laws of the Commonwealth of Pennsylvania without reference to any conflict of interest law that may direct the application of the laws of another jurisdiction. Any claim, lawsuit, or other action shall be brought in the Erie County Court of Common Pleas or the United States Court in the Western District of Pennsylvania.

Section 7.3 The headings preceding the text of the articles of this Agreement are inserted solely for convenience of reference and shall not constitute a part of this Agreement nor shall they affect its meaning, construction or effect.

Section 7.4 The parties acknowledge and agree that they are independent contractors, and neither shall be considered agents, representatives, or employees of the other. This Agreement shall not be considered a partnership or joint venture or similar relationship. University's students and if applicable, faculty, that are assigned to Clinical Facility under this Agreement shall in no event become or be considered employees or agents of the Clinical Facility nor shall University's students or faculty be used as replacements for Clinical Facility employees. Each party shall be solely responsible for the salaries, compensation, insurance, and other benefits, and required withholding, social security, and other taxes and benefits for their respective employees.

Section 7.5 Any notice required to be given under this Agreement or any communication associated with the performance of this Agreement shall be sent by United States First Class Mail or by express courier directed to the following individuals:

To University:

Erie	Ruskin
Master of Science in Applied Exercise Physiology Kory Stauffer, Ph.D Chair, AEP Stauffer005@gannon.edu Phone: 814-871-7515	Doctor of Physical Therapy Heidi Piccione Director of Clinical Education/Assistant Professor piccione002@gannon.edu Phone: 813-658-4912
Doctor of Physical Therapy Courtney Roca, PT, DPT, Ed.D. Assistant Professor/Co-DCE roca001@gannon.edu Phone: 814-871-5710 Constance Lewis, PT, DPT Assistant Teaching Professor/Co-DCE lewis080@gannon.edu Phone: 814-871-5539	Occupational Therapy Doctorate Jennifer Castelli, OTD, OTR/L, CHT Assistant Professor/Academic Fieldwork Coordinator castelli001@gannon.edu Phone 813-658-4916
Master of Science in Occupational Therapy Lindsay Church, MS, OTR/L Assistant Professor/Academic Fieldwork Coordinator church012@gannon.edu Phone: 814-871-7017	Master of Physician Assistant Science Melissa Hawkins, MPAS, PA-C Assistant Professor Hawkins013@gannon.edu mailto: Phone: 813-658-4910
Master of Athletic Training John Roberts, Ph.D., ATC Assistant Professor/Coordinator of Clinical Education Roberts043@gannon.edu Phone: 814-871-5783	Master of Science in Speech-Language Pathology Felix Matias, M.S., CCC-SLP Assistant Teaching Professor/Clinical Coordinator Matias001@gannon.edu Phone: 813-658-4946
Master of Physician Assistant Natasha Camera, MPAS, PA-C Assistant Teaching Professor/Director of Clinical Education camera003@gannon.edu Phone: 814-871-5549	
Associate of Science in Radiologic Sciences Gail Schroeder, MPH, R.T. (R) Associate Teaching Professor, Program Director Schroeder013@gannon.edu Phone: 814-871-5636 Ronald Cuzzola, M.S., R.T.(R), M.L.T. Associate Teaching Professor, Coordinator of Clinical Education Cuzzola003@gannon.edu Phone: 814-871-5611	
Bachelor of Science in Respiratory Care Joshua (Josh) Henry, RRT-NPS Instructor/Director of Clinical Education henry022@gannon.edu Phone: 814-871-5638	
Master of Science in Speech-Language Pathology Nicole Lewis, M.S., CCC-SLP Coordinator of Clinical Education Lewis085@gannon.edu Phone: 814-871-5398	

Villa Maria School of Nursing Shannon Scully, DNP, RN Interim Director, VMSON <u>scully013@gannon.edu</u> Phone: 814-871-7358	
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To Facility:

Facility Name: _____
 Contract Contact Name: _____
 Address: _____
 Email: _____
 Phone Number: _____

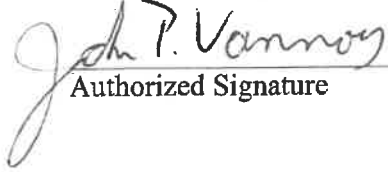
The parties may update this contact information at any time upon written notice to the other party.

- Section 7.6 This Agreement may not be assigned without the prior written consent of both parties.
- Section 7.7 There shall be no payments made between the parties in connection with this Agreement.
- Section 7.8 In the event that any portion of this Agreement is found to be inoperable or against public policy, then this Agreement shall be divisible and said inoperable portion shall not be construed so as to affect the validity of other provisions of this Agreement and such other provisions shall be and remain in full effect.
- Section 7.9 This Agreement may be signed in counterparts, and may be signed electronically, and the separate counterparts, together, shall constitute a fully executed agreement. An electronically signed, or a faxed or emailed copy, of this Agreement shall be deemed an original.

[signature page follows]

IN WITNESS, WHEREOF, the parties have executed this Agreement the day and year written below.

Clinical Facility:



Authorized Signature

JOHN P. VANNOY

Printed Name

Superintendent

Title/ Position

03-01-2024

Date

Gannon University:

Sarah J. Ewing, PhD.
Provost and Vice President
for the Student Experience

Date

Exhibit A

Midwestern Intermediate Unit IV
453 Maple Street
Grove City, Pennsylvania 16127

RESOLUTION #6 of 2024

The Sharpville Area School District School Board, meeting
on March 18, 2024 with a quorum present and with the majority voting in favor,
nominated Michael Lenzi for consideration as an Intermediate Unit IV
Board member and recommends his/her election at the Annual Midwestern Intermediate Unit IV
Convention on April 24, 2024.

Ashley Moch
Board Secretary

SEAL:

March 18, 2024
Date

Nominee's Full Name: Michael A. Lenzi

Address: 312 Oak St.

Sharpville, PA 16150

Telephone: 724-866-3462

Date Local Term Expires: 11/2025

Number of Years as a Board Member: 6

Job Title / Occupation: PLCB Licensing Analyst

Employer / Location: PLCB

Current Board Offices Held: SASD School Board

MIU IV Board

Current Community Activities: Track Coach