

## **SHARPSVILLE AREA SCHOOL DISTRICT**

**Regular Meeting**

**April 20, 2015**

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The regular meeting of the Sharpsville Area School Board was held in the Board Room at the Seventh Street Education Center on Monday April, 20, 2015, at 7:00 p.m. with President Bill Henwood presiding. The following members were present: David DeForest, Rick Haywood, Bill Henwood, Tom Lapikas, John Napotnik, Janice Raykie, Deanna Thomas, and Jerry Trontel.

Also present were Superintendent Dr. Brad Ferko, Senior Business Manager/Board Secretary Jaime Roberts and Solicitor Robert Tesone.

### **ADOPTION OF THE AGENDA**

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There was a motion by Mr. Lapikas, seconded by Mrs. Raykie, to approve the meeting agenda.

Motion carried.

### **APPROVAL OF MINUTES**

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There was a motion by Mr. DeForest, seconded by Mr. Napotnik, to approve the minutes from the previous meetings.

Motion carried.

### **SECRETARY'S REPORT**

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Board Secretary Jaime Roberts recommended the following action:

#### **BOARD VACANCY**

There was a motion by Mr. DeForest, seconded by all members of the Board, to approve Resolution #2 of 2015 acknowledging the untimely death of School Board Member Gary L. (Gus) Grandy and honoring his years of service and contributions to the community. A copy of the Resolution is attached to and a part of these minutes.

Mr. Henwood read aloud the Resolution, as Mrs. Roberts lit a candle in his memory.

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

### **OPPORTUNITY FOR CITIZEN PRESENTATION**

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Barb Goncz – Support of replacing the retiring elementary secretary  
Deborah Hartwick – Support of replacing the retiring elementary secretary  
Kim Chamberlain – Support of replacing the retiring elementary secretary  
Kathy Napotnik – Support of Mrs. AbiNader as Middle School Principal  
Bobby Demofonte – Support of Mr. Nimmo as a part-time teacher

### **STUDENT RECOGNITION**

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Dr. Ferko recognized students for their Science Fair achievements and Students of the Month.

### **TREASURER'S REPORT**

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Treasurer John Napotnik recommended the following action:

### **SCHOOL ACCOUNTS**

There was a motion by Mr. Napotnik, seconded by Mrs. Raykie, to approve the following business:

#### **1. APPROVAL OF ACCOUNTS**

Approval of the Monthly Financial Activity of the Payroll, General Fund, and Capital Reserve Accounts with month end balances as follows:

##### **a. Month End Balances**

1) Payroll Fund	\$0.00
2) General Fund	2,665,716.76
3) Capital Reserve Fund	326,127.92

2. **RECOMMENDATION TO APPROVE BILLS FOR PAYMENT**

a. General Fund

1)	Affirmed for March	\$1,317,096.75
2)	Approved for April	241,733.91

b. Capital Reserve

1)	Affirmed for March	\$4,583.00
2)	Approved for April	75.00

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

**UNFINISHED BUSINESS**

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There was a motion by Mr. DeForest, seconded by Mr. Napotnik, to remove from the table the following motion:

There was a motion by Mrs. Raykie, seconded by Mr. Haywood, to approve Walter Gelesky as the 7<sup>th</sup> Grade Girls Basketball Coach for the 2015-16 season at the rate of rate of \$1,466.00 (Step Max).

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

**EXECUTIVE SESSION**

Mr. Henwood announced that the Board will recess to Executive Session for personnel reasons.

*The meeting was recessed at 8:04 p.m.*

*The meeting reconvened at 8:08 p.m.*

There was a motion by Mr. DeForest, seconded by Mr. Napotnik, to table the motion as presented.

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

### **FINANCE REPORT**

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Chairman David DeForest recommended the following action:

#### **ACTIVITY ACCOUNTS**

There was a motion by Mr. DeForest, seconded by Mr. Haywood, to approve the monthly activity for the Middle and High School Activity Accounts for the month of March.

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

#### **CAPITAL RESERVE TRANSFER**

There was a motion by Mr. DeForest, seconded by Mr. Trontel, to transfer the net loan proceeds in the amount of \$768,790.35 to the Capital Reserve Fund.

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

#### **BUSINESS WEEK**

There was a motion by Mr. DeForest, seconded by Mr. Napotnik, to pay the outstanding costs of Business Week in the amount of \$8,179.13 (net of donations on hand).

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

### **ALLICE TRAINING LICENSES**

There was a motion by Mr. DeForest, seconded by Mr. Trontel, to approve an additional 58 Allice training licenses at \$10.00 per license for a total cost of \$580.00.

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

### **POLICY REPORT**

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Chairman Jerry Trontel recommended the following action:

### **NEW POLICIES – FIRST READING**

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

1. 317.1 - Educator Misconduct
2. 620 – Fund Balance

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

### **REVISED POLICIES -1<sup>ST</sup> READING**

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

1. 000 – Board Policy/Procedure/Administrative Regulations
2. 002 – Authority and Powers
3. 004 – Membership
4. 100 – Comprehensive Planning
5. 101 – Mission Statement/Vision Statement/Shared Vision
6. 112 – Guidance Counseling
7. 113 – Special Education
8. 114 – Gifted Education
9. 146 – Student Services
10. 204 – Attendance
11. 217 – Graduation
12. 232 – Student Involvement in Decision-Making
13. 302 – Employment of Superintendent/Assistant Superintendent
14. 304 – Employment of District Staff
15. 305 – Employment of Substitutes
16. 306 – Employment of Summer School Staff
17. 307 – Student Teachers/Interns
18. 309 – Assignment and Transfer
19. 317 – Conduct/Disciplinary Procedures
20. 332 – Working Periods
21. 333 – Professional Development
22. 609 – Investment of District Funds
23. 701 – Facilities Planning
24. 806 – Child Abuse
25. 818 – Contracted Services

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

### **POLICY DELETION**

There was a motion by Mr. Trontel, seconded by Mr. Napotnik, to delete Policy 919 – District/School Report Card.

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

## **CURRICULUM REPORT**

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Chairman John Napotnik recommended the following action:

### **2014-15 REVISED SCHOOL CALENDAR**

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There was a motion by Mr. Napotnik, seconded by Dr. Thomas, to approve the revision to the 2014-15 school calendar, the same being attached to and a part of these minutes.

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

### **MODIFIED CLASS RANK SYSTEM**

There was a motion by Mr. Napotnik, seconded by Dr. Thomas, to approve the modified class rank system, the same being attached to and a part of these minutes.

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

## **PERSONNEL REPORT**

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Mr. Henwood recommended the following action:

### **INSTRUCTIONAL AND SUPPORT STAFF SUBSTITUTE LIST**

There was a motion by Mr. Henwood, seconded by Mrs. Raykie, to approve the following additions and/or deletions to the Instructional and Support Staff Substitute Lists as presented for the 2014-2015 school year:

#### **Instructional Sub List Additions**

Kayla Hibbard	Special Education K-8
Melissa Medved-Davidson	*Bachelors Degree

Support Staff Additions

Jason Anzur  
Gina Redfoot

Cleaning and Custodial  
Cafeteria

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

VOLUNTEER LIST

There was a motion by Mr. Henwood, seconded by Mr. Haywood, to approve the following additions to the Volunteer List as presented for the 2014-2015 school year:

1. Amy Carson
2. Allicia Rabich
3. Bradley Sarchet
4. Donald Tonty

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

UNPAID LEAVE OF ABSENCES

There was a motion by Mr. Henwood, seconded by Mr. Trontel, to approve the following unpaid leave of absences:

- |    |                  |                        |
|----|------------------|------------------------|
| 1. | Kathleen Auxier  | March 11, 12, 13, 2015 |
| 2. | Marion Fauceglia | March 13 and 20, 2015  |
| 3. | Timothy Findley  | March 10, 18, 23, 2015 |
| 4. | Holly Ion        | March 12, 2015         |
| 5. | Dawn Yuran       | March 25, 26, 27, 2015 |

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.



### **RESCINDED INTENT TO RETIRE**

Mr. Henwood informed the Board that Mary Katherine Napotnik has rescinded her intent to retire at the conclusion of the 2014-15 school year.

### **RETIREMENTS**

There was a motion by Mr. Henwood, seconded by Mr. DeForest, to approve the following retirements, with regret:

1. Debra Sobash, Elementary Secretary, effective June 30, 2015
2. Maureen Wilson, Elementary Teacher, effective June 9, 2015

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

### **MIDDLE SCHOOL PRINCIPAL APPOINTMENT**

There was a motion by Mr. Henwood, seconded by Mr. Napotnik, to name Heidi AbiNader as the Middle School Principal effective May 1, 2015, at a pro-rated salary of \$80,000.00.

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

### **INSTRUCTIONAL AIDE APPOINTMENTS**

There was a motion by Mr. Henwood, seconded by Dr. Thomas, to hire the following instructional aides:

1. Amber Wilcox as a seven (7) hour per day Instructional Aide effective April 21, 2015 with salary and benefits as per the AFSCME agreement
2. Deborah Vannoy as a five (5) hour per day Instructional Aide effective April 21, 2015 with salary and benefits as per the AFSCME agreement.

**EXECUTIVE SESSION**

Mrs. Raykie request that the Board recess to Executive Session.

Mr. Henwood called an Executive Session for personnel reasons.

*The meeting recessed 8:43 p.m.*

*The meeting reconvened at 9:09 p.m.*

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

**SAEA MEMORANDUM OF UNDERSTANDING**

There was a motion by Mr. Henwood to approve a Memorandum of Understanding between the Sharpsville Area School District with Sharpsville Area Education Association regarding Mr. Lance Nimmo.

Motion failed for a lack of second.

**BUILDINGS AND GROUNDS REPORT**

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Mr. Haywood recommended the following action:

**APPROVAL OF GRASS CUTTERS**

There was a motion by Mr. Haywood, seconded by Mr. DeForest, to amend the agenda to hire two part-time temporary grass-cutters for the summer season at \$7.25 per hour as needed effective immediately.

Approved: DeForest, Haywood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: Henwood

Motion Carried.

### **CORRECTIVE LEASE ADDENDUM**

There was a motion by Mr. Haywood, seconded by Mr. DeForest, to approve the Corrective Lease Addendum between the Sharpsville Area School District and the Borough of Sharpsville, the same being attached to and a part of these minutes.

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

### **NEGOTIATIONS REPORT**

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Chairman Bill Henwood recommended the following action:

#### **PLRB UNIT CLARIFICATION – SCHOOL PSYCHOLOGIST**

There was a motion by Mr. Henwood, seconded by Mr. DeForest, to accept the ruling of the Pennsylvania Labor Relations Board Unit Clarification naming School Psychologist Jennifer Petricini as a Sharpsville Area Education Association Bargaining Unit member effective March 31, 2015 at the pro-rated salary of \$62,277.00, Masters plus 60, step 8.

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

### **TECHNOLOGY REPORT**

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Chairman Deanna Thomas had no official action to report.

### **CAFETERIA REPORT**

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Chairman Tom Lapikas recommended the following action:

#### **FINANCE REPORT**

There was a motion by Mr. Lapikas, seconded by Dr. Thomas, to approve the activity of the Cafeteria Fund for the month of March.

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

## **ATHLETIC REPORT**

Chairman Janice Raykie recommended the following action:

### **MEMORANDUM OF UNDERSTANDING – SPECIALTY ORTHOPAEDICS**

There was a motion by Mrs. Raykie, seconded by Mr. Trontel, to approve a Memorandum of Understanding between Specialty Orthopaedics PC and the Sharpville Area School District, the same being attached to and a part of these minutes.

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

### **2014-15 1<sup>ST</sup> ASSISTANT TRACK COACH**

There was a motion by Mrs. Raykie, seconded by Mr. Napotnik, to hire Suzanne Joseph as a First Assistant Track Coach for the 2014-15 school year at the rate of \$1,423.00 (Step Max 1/2) pro-rated effective April 21, 2015.

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

### **2014-15 7<sup>th</sup> GRADE BOYS' BASKETBALL COACH**

There was a motion by Mrs. Raykie, seconded by Mr. DeForest, to retroactively hire Richard Ladjevich as the 7<sup>th</sup> Grade Boys' Basketball Coach for the 2014-15 school year at the rate of \$1,144.00 (Step 2).

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

### **2015-16 GIRLS' SOCCER COACHES**

There was a motion by Mrs. Raykie, seconded by Dr. Thomas, to hire the following Girls' Soccer Coaches for the 2015-2016 school year:

- |                       |                 |                       |
|-----------------------|-----------------|-----------------------|
| 1. Elizabeth Knauff   | Head Coach      | \$4,486.00 (Step Max) |
| 2. David Shuttleworth | First Assistant | \$2,917.00 (Step Max) |

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

### **BASEBALL DUGOUT REPLACEMENT**

There was a motion by Mrs. Raykie, seconded by Mr. DeForest, to approve the estimate of Richard Gross Construction for replacement of the Baseball dugouts in the estimated amount of \$14,252.00.

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

### **RELOCATION REPORT**

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Chairman Tom Lapikas recommended the following action:

### **CLERK OF THE WORKS**

There was a motion by Mr. Lapikas, seconded by Mr. Napotnik, to approve The Nutrition Group Facilities Management Systems as Clerk of the Works at the rate of \$40,000.00 effective April 21, 2015, the same being attached to and a part of these minutes.

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

#### **PUBLIC RELATIONS REPORT**

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Chairman Deanna Thomas had no report.

#### **BULLYING REPORT**

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Chairman Rick Haywood had no official action to report.

#### **MERCER COUNTY CAREER CENTER REPORT**

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Chairman David DeForest had no report.

#### **SUPERINTENDENT'S REPORT**

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Superintendent Dr. Ferko recommended the following action:

#### **FIELD TRIP APPROVALS**

There was a motion by Mr. DeForest, seconded by Mr. Napotnik, to approve the following field trips:

1. Approximately 2 Middle School Students to travel to Kirila Fire Department on April 2, 2015 to visit with the Department with no cost to the District
2. Approximately 15 High School Robotics Students to travel to California University of PA on April 24 & 25, 2015 for a Robotics Competition with estimated expenses to include transportation costs of \$280.00 and sub costs of \$200.00 for an estimated total of \$480.00
3. Approximately 150 8th Graders to travel to Slippery Rock University on May 27, 2015 for the 8th Grade Retreat with estimated expenses to include admission costs of \$550.00, transportation costs of \$596.73 and meals of \$228.00 for an estimated total of \$1374.73. Donations from Student Council as well as the Natural Helpers will bring the District cost down to \$675.82

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

Motion Carried.

### CONFERENCE APPROVALS

There was a motion by Mr. DeForest, seconded by Mr. Napotnik, to approve the following conferences:

1. Jennifer Toney to attend the Annual International Literacy Association Conference in St. Louis, MO on July 17-20, 2015 with estimated expenses to include registration fees of \$159.00, lodging costs of \$368.00 and meals \$150.00 for an estimated total cost of \$677.00
2. Kirk Scurpa to attend the Google for Education Conference in Clarence, NY on June 29, 2015 through July 1, 2015 with estimated expenses to include registration fees of \$199.00, mileage costs of \$100.63 , lodging costs of \$150.00 and meals \$50.00 for an estimated total cost of \$499.63

Approved: DeForest, Haywood, Henwood, Lapikas, Napotnik, Raykie, Thomas, and Trontel

Opposed: None

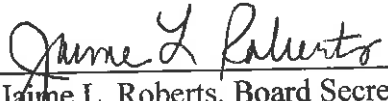
Motion Carried.

### ADJOURNMENT

There was a motion by Mr. Henwood, seconded by Mr. DeForest, to adjourn the meeting.

Motion Carried.

The meeting adjourned at 9:42 p.m.

  
Jaime L. Roberts, 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 Schools 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 Barbara S. Gonz

RESIDENCE Sharpsville

DATE 4/20/15



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NAME

Debbie Hartwick

RESIDENCE

Sharpsville

DATE

4/20/15



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NAME Kim Chamberlain

RESIDENCE S. Pym.

DATE 4/20/15



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NAME Kathy Napotnik

RESIDENCE Middle School

DATE 4/20/15





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NAME

Bobby Demofonte

RESIDENCE

Student

DATE

4-20-15



RESOLUTION NO. 2 Of 2015

**A RESOLUTION OF THE SHARPSVILLE AREA SCHOOL DISTRICT  
ACKNOWLEDGING THE UNTIMELY DEATH OF SCHOOL BOARD MEMBER GARY L.  
(GUS) GRANDY AND HONORING HIS YEARS OF SERVICE AND CONTRIBUTIONS TO  
THE COMMUNITY**

**WHEREAS**, the Sharpsville Area School District family was saddened to learn of the passing of school board member, Gary L. (Gus) Grandy on April 13, 2015; and

**WHEREAS**, Mr. Grandy was born on August 20, 1954; and

**WHEREAS**, Mr. Grandy graduated from Sharpsville High School as a member of the class of 1972; and

**WHEREAS**, Mr. Grandy married the former Joyce A. DeMaria on December 7, 1974; and

**WHEREAS**, Mr. Grandy was a tireless advocate for the citizens of the Borough of Sharpsville as well as the students and staff of the Sharpsville Area School District, taking his efforts to the community he was a former member of the Sharpsville Borough Council and was serving on the Sharpsville Area School District Board of Directors prior to his death; and

**WHEREAS**, straightforward, honest and direct, Mr. Grandy earned the respect of others by letting it be known exactly where he stood on any particular issue being discussed at the moment; and

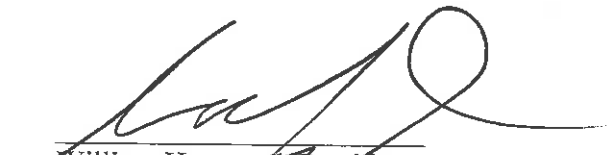
**WHEREAS**, leadership, personal responsibility and civic involvement were important to Mr. Grandy, and to that end he actively participated in many social organizations and athletic activities ; and

**WHEREAS**, Mr. Grandy lived daily to make a positive difference in the lives of others and utilize his knowledge and experience for the good of all.

**NOW THEREFORE BE IT RESOLVED**, that the members of the Sharpsville Area School District Board of Directors hereby express their profound feeling of loss and also their deep appreciation for all that Gus Grandy meant to the school system and the entire community.

**AND BE IT FURTHER RESOLVED**, that this resolution be spread upon the official minutes of the Sharpsville Area School District Board of Directors and that a copy hereof be sent to Mr. Grandy's wife and family.

  
Jaime Roberts, Secretary

  
William Henwood, President



# PAYROLL ACCOUNT BANK RECONCILIATION

**SHARPSVILLE AREA SCHOOL DISTRICT**  
**FIRST NATIONAL BANK**

**RECONCILIATION DATE:** 7-Apr-15  
**PREPARED BY:** Jaime Roberts

BALANCE PER BANK STATEMENT		OUTSTANDING CHECKS	
AS OF:	31-Mar-15	\$72,967.49	CHECK # DESCRIPTION
ADD DEPOSITS IN TRANSIT			Wire Retirement 46,416.68
Bank Fee			7226 Jenkins 28.07
Bank Fee 40.00			10043 DelMonaco, K 59.59
			10945 Kistler, J. 48.43
			11366 Strain, J. 50.53
			11958 Haun, B. 109.17
			11959 Ladjevich, R. 230.83
			11963 Reda, A. 536.35
			11965 Robinson, K. 108.96
SUBTOTAL.....		40.00	11966 Rodgers, M. 362.61
LESS CHECKS OUTSTANDING:			11981 AFSCME 1,457.05
Interest Tranfer to Gen Fund 1.29			11982 AFSCME 15.27
(SEE LIST) 73,006.20			3301501 Berkheimer 21,702.66
TOTAL: 73,007.49			3301502 Berkheimer 1,880.00
		73,007.49	
BANK BALANCE PER STATEMENT RECONCILIATION		\$0.00	
GENERAL LEDGER ACCOUNT BALANCE		17,078.56	
ADD DEBITS:			
DISTRICT 661,447.97			
TOTAL DEBITS 661,447.97			
SUBTOTAL.....		678,526.53	
LESS CREDITS:			
NET DEDUCTIONS 287,159.10			
NET PAYROLL 391,367.43			
TOTAL CREDITS 678,526.53			
BANK BALANCE PER GENERAL LEDGER		\$0.00	
TOTAL.....		73,006.20	



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

**MARCH 31, 2015**

	CURRENT MONTH	YEAR-TO-DATE
BALANCE FORWARD FEBRUARY 28, 2015		
CHECKING - GENERAL	\$62,846.24	\$ 95,948.47
INDEXED MONEY MARKET	2,246,654.94	1,900,940.47
PA GOV TRUST	1,097,115.36	385,873.30
PA GOV TRUST-I SHARES	3,437.54	3,436.63
INDEXED MONEY MARKET-Restricted	<u>100,132.67</u>	<u>100,000.00</u>
 FUNDS AVAILABLE FEBRUARY 28, 2014	 \$3,510,186.75	 \$2,486,198.87
 RECEIPTS - MARCH		
GENERAL REVENUE	541,592.72	10,839,767.75
ACCOUNTS RECEIVABLE	<u>107,378.60</u>	<u>1,112,236.73</u>
 TOTAL RECEIPTS - MARCH	 648,971.32	 11,952,004.48
 DISBURSEMENTS - MARCH		
GENERAL EXPENSES	1,118,543.74	10,380,307.23
ACCT'S PAYABLE	374,897.57	<u>1,392,179.36</u>
 TOTAL DISBURSEMENTS MARCH	 <u>(1,493,441.31)</u>	 <u>(11,772,486.59)</u>
 FUNDS AVAILABLE MARCH 31, 2015	 <u>\$2,665,716.76</u>	 <u>\$2,665,716.76</u>
 DISTRIBUTION OF FUNDS:		
CHECKING - GENERAL	\$133,909.45	
INDEXED MONEY MARKET	1,962,077.18	
PA GOV TRUST	466,141.94	
PA GOV TRUST-I SHARES	3,437.96	
INDEXED MONEY MARKET-Restricted	<u>100,150.23</u>	
 FUNDS AVAILABLE MARCH 31, 2015	 <u>\$2,665,716.76</u>	

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

**MARCH 31, 2015**

<b>INDEXED MONEY MARKET ACCOUNT</b>	<b>CURRENT INTEREST RATE:</b>	<b>0.20%</b>
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BALANCE FORWARD FEBRUARY 28, 2015	\$2,246,654.94
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3/6/2015	INVESTMENT #14	1,100,000.00
3/16/2015	TO CHECKING	-1,250,000.00
3/31/2015	TO CHECKING	(135,000.00)
3/31/2015	INVESTMENT #15	<u>422.24</u>

FUNDS AVAILABLE MARCH 31, 2015	\$1,962,077.18
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<b>PA GOVERNMENT TRUST INVESTMENTS</b>	<b>CURRENT INTEREST RATE:</b>	<b>0.01%</b>
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BALANCE FORWARD FEBRUARY 28, 2015	\$1,097,115.36
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3/5/2015	INVESTMENT #32	31,866.17
3/6/2015	TO CHECKING	(1,100,000.00)
3/16/2015	TO CHECKING	(10,527.86)
3/16/2015	INVESTMENT #33	264,953.93
3/26/2015	INVESTMENT #34	182,731.00
3/31/2015	INVESTMENT #35	<u>3.34</u>

FUNDS AVAILABLE MARCH 31, 2015	\$466,141.94
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<b>PA GOVERNMENT TRUST I SHARES INVESTMENTS</b>	<b>CURRENT INTEREST RATE:</b>	<b>0.05%</b>
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BALANCE FORWARD FEBRUARY 28, 2015	\$3,437.54
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3/31/2015	INVESTMENT #3	<u>0.42</u>
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FUNDS AVAILABLE MARCH 31, 2015	\$3,437.96
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<b>INDEXED MONEY MARKET ACCOUNT-RESTRICTED</b>	<b>CURRENT INTEREST RATE:</b>	<b>0.20%</b>
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BALANCE FORWARD FEBRUARY 28, 2015	\$ 100,132.67
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3/31/2015	INVESTMENT #9	<u>17.56</u>
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FUNDS AVAILABLE MARCH 31, 2015	\$ 100,150.23
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**SHARPSVILLE AREA SCHOOL DISTRICT  
BANK RECONCILIATION  
GENERAL FUND ACCOUNT**

**MARCH 31, 2015**

BANK STATEMENT BALANCE	\$319,727.57
PLUS DEPOSIT(S) IN TRANSIT	5,148.63

**LESS OUTSTANDING CHECKS:**

10823	M. GRIMM	30.00	
12534	J. MEYER	88.00	
13172	R. WHITTEN	49.00	
13336	L. HAWTHORNE	67.00	
13337	M. HINES	49.00	
13358	GREENVILLE TRACK CLUB	140.00	
13359	HARBOR CREEK TRACK AND FIELD	170.00	
13360	HICKORY TRACK BOOSTERS	160.00	
13361	PINE RICHLAND TRACK	240.00	
13366	HIGHLANDER TRACK	180.00	
13377	CM EICHENLAUB	2,925.80	
13388	ERDOS TRANSPORTATION	2,035.00	
13399	W. HOAGLAND	50.00	
13400	C. HOUCK	29.00	
13439	R. TESONE	583.33	
13453	S. SCURPA	74.00	
13454	SLIPPERY ROCK UNIVERSITY	10.00	
13456	S. WIESEN	74.00	
13457	E. BOROWICZ	74.00	
13458	BOSTON MUTUAL	535.92	
13459	CROWN BENEFITS ADMIN	152,038.04	
13460	MIWESTERN PA BENEFIT TRUST	8,430.50	
13461	PENN POWER	15,013.02	
13462	SCHOLASTIC BOOK FAIR	6,986.43	
13463	M. STERNTHAL	20.00	
13464	UNUM LIFE INSURANCE	252.08	
13465	US POSTAL SERVICE	56.35	
13466	VERIZON	606.28	<u>(190,966.75)</u>

CHECKING ACCOUNT BALANCE	\$133,909.45
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**CHECKING ACCOUNT SUMMARY**

	MONTH OF MARCH	YEAR TO-DATE
BEGINNING BALANCE	\$62,846.24	\$95,948.47
RECEIPTS	648,971.32	12,027,004.48
INVESTMENTS REDEEMED	<u>2,495,527.86</u>	<u>11,584,607.26</u>
SUB-TOTAL	3,207,345.42	23,707,560.21
DISBURSEMENTS	(1,493,441.31)	(11,772,486.59)
INVESTMENTS PURCHASED	<u>(1,579,994.66)</u>	<u>(11,801,164.17)</u>
BANK BALANCE	\$133,909.45	\$133,909.45

# Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

fabrdco4

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
<b>10-1100 GENERAL FUND - REG PROG ELEM/SECONDARY</b>						
100 PERSONNEL SERV-SALARIES	4,305,298.00	355,658.32	2,484,415.78	0.00	57.70	1,820,882.22
200 PERSONNEL EMPL BENEFITS	2,403,608.00	188,198.95	1,455,993.66	6.70	60.57	947,607.64
300 PURCHASED PROF & TECH	59,994.00	2,211.80	30,674.76	0.00	51.12	29,319.24
400 PURCHASED PROPERTY SVC	51,058.00	3,249.27	22,845.88	18,044.38	80.08	10,167.74
500 OTHER PURCHASED SERVICE	211,507.00	25,582.04	109,706.76	10,512.13	56.83	91,288.11
600 SUPPLIES	128,767.00	12,663.09	117,508.98	20,179.37	106.92	-8,921.35
700 PROPERTY	110,290.00	0.00	118,142.72	9,500.59	115.73	-17,353.31
<b>Total</b>	<b>7,270,522.00</b>	<b>587,563.47</b>	<b>4,339,288.54</b>	<b>58,243.17</b>	<b>60.48</b>	<b>2,872,990.29</b>
<b>10-1200 GENERAL FUND - SPEC PROG ELEMEN/SECOND</b>						
100 PERSONNEL SERV-SALARIES	715,663.00	60,644.27	409,240.76	0.00	57.18	306,422.24
200 PERSONNEL EMPL BENEFITS	397,392.00	29,554.25	221,315.73	0.00	55.69	176,076.27
300 PURCHASED PROF & TECH	243,397.00	1,159.73	7,327.64	7,668.65	6.16	228,400.71
400 PURCHASED PROPERTY SVC	3,000.00	300.00	2,100.00	600.00	90.00	300.00
500 OTHER PURCHASED SERVICE	76,123.00	23,716.51	64,037.80	-99.46	83.99	12,184.66
600 SUPPLIES	6,502.00	1,497.61	11,259.72	403.96	179.38	-5,161.68
700 PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
800 OTHER OBJECTS	250.00	0.00	225.00	0.00	90.00	25.00
<b>Total</b>	<b>1,442,327.00</b>	<b>116,872.37</b>	<b>715,506.65</b>	<b>8,573.15</b>	<b>50.20</b>	<b>718,247.20</b>
<b>10-1300 GENERAL FUND - VOCATIONAL EDUCATION</b>						
500 OTHER PURCHASED SERVICE	302,699.00	-53,961.86	119,813.61	39,950.00	52.77	142,935.39
<b>Total</b>	<b>302,699.00</b>	<b>-53,961.86</b>	<b>119,813.61</b>	<b>39,950.00</b>	<b>52.77</b>	<b>142,935.39</b>
<b>10-1400 GENERAL FUND - OTHER INSTRUCTION PROG</b>						
100 PERSONNEL SERV-SALARIES	11,596.00	0.00	6,642.48	0.00	57.28	4,953.52
200 PERSONNEL EMPL BENEFITS	3,489.00	0.00	2,147.88	0.00	61.56	1,341.12
300 PURCHASED PROF & TECH	12,500.00	0.00	0.00	0.00	0.00	12,500.00
400 PURCHASED PROPERTY SVC	0.00	0.00	0.00	0.00	0.00	0.00

# Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

fabrdco4

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
500 OTHER PURCHASED SERVICE	33,000.00	1,976.25	14,000.11	0.00	42.42	18,999.89
600 SUPPLIES	1,440.00	0.00	1,870.01	0.00	129.86	-430.01
<b>Total</b>	62,025.00	1,976.25	24,660.48	0.00	39.75	37,364.52
<b>10-1700 GENERAL FUND - COMMUNITY/JR COLLEGE ED</b>						
500 OTHER PURCHASED SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
600 SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>10-2100 GENERAL FUND - SUPPORT SERV-PUPIL PERS</b>						
100 PERSONNEL SERV-SALARIES	295,110.00	23,388.97	165,333.52	0.00	56.02	129,776.48
200 PERSONNEL EMPL BENEFITS	168,714.00	13,752.60	92,386.26	0.00	54.75	76,327.74
300 PURCHASED PROF & TECH	7,929.00	0.00	1,736.00	0.00	21.89	6,193.00
400 PURCHASED PROPERTY SVC	84.00	7.00	42.00	0.00	50.00	42.00
600 SUPPLIES	14,270.00	229.00	12,368.57	428.56	89.67	1,472.87
700 PROPERTY	1,500.00	0.00	0.00	0.00	0.00	1,500.00
800 OTHER OBJECTS	720.00	0.00	0.00	0.00	0.00	720.00
<b>Total</b>	488,327.00	37,377.57	271,866.35	428.56	55.76	216,032.09
<b>10-2200 GENERAL FUND - SUPPORT SERVICES-INSTRU</b>						
100 PERSONNEL SERV-SALARIES	268,139.00	26,662.54	145,104.65	0.00	54.11	123,034.35
200 PERSONNEL EMPL BENEFITS	157,268.00	12,295.35	86,434.10	0.00	54.95	70,833.90
300 PURCHASED PROF & TECH	11,175.00	2,749.00	7,879.00	0.00	70.50	3,296.00
400 PURCHASED PROPERTY SVC	150.00	13.00	78.00	119.00	131.33	-47.00
500 OTHER PURCHASED SERVICE	19,106.00	434.07	7,817.35	100.00	41.43	11,188.65
600 SUPPLIES	58,364.00	1,422.62	45,092.27	5,266.16	86.28	8,005.57
700 PROPERTY	10,000.00	2,762.10	5,512.10	0.00	55.12	4,487.90
800 OTHER OBJECTS	500.00	0.00	0.00	0.00	0.00	500.00
<b>Total</b>	524,702.00	46,338.68	297,917.47	5,485.16	57.82	221,299.37
<b>10-2300 GENERAL FUND - SUPPORT SERVICES-ADMIN</b>						

# Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

fabrdco4

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
100 PERSONNEL SERV-SALARIES	622,144.00	49,015.00	457,240.25	0.00	73.49	164,903.75
200 PERSONNEL EMPL BENEFITS	370,119.00	28,107.26	274,486.94	1,200.00	74.48	94,432.06
300 PURCHASED PROF & TECH	50,539.00	963.29	38,455.63	2,593.74	81.22	9,489.63
400 PURCHASED PROPERTY SVC	3,168.00	248.76	1,492.56	1,491.06	94.17	184.38
500 OTHER PURCHASED SERVICE	43,017.00	920.39	29,269.13	220.00	68.55	13,527.87
600 SUPPLIES	15,770.00	2,149.05	14,225.72	723.48	94.79	820.80
700 PROPERTY	0.00	0.00	0.00	1,104.15	0.00	-1,104.15
800 OTHER OBJECTS	7,944.00	53.00	6,641.92	885.00	94.74	417.08
<b>Total</b>	<b>1,112,701.00</b>	<b>81,456.75</b>	<b>821,812.15</b>	<b>8,217.43</b>	<b>74.59</b>	<b>282,671.42</b>
<b>10-2400 GENERAL FUND - SUPP SVC-PUBLIC HEALTH</b>						
100 PERSONNEL SERV-SALARIES	79,183.00	7,067.54	47,096.98	0.00	59.47	32,086.02
200 PERSONNEL EMPL BENEFITS	56,613.00	3,602.89	27,140.29	0.00	47.94	29,472.71
300 PURCHASED PROF & TECH	1,250.00	80.11	560.78	129.82	55.24	559.40
500 OTHER PURCHASED SERVICE	200.00	0.00	98.00	0.00	49.00	102.00
600 SUPPLIES	1,331.00	0.00	1,480.54	0.00	111.23	-149.54
700 PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>138,577.00</b>	<b>10,750.54</b>	<b>76,376.59</b>	<b>129.82</b>	<b>55.20</b>	<b>62,070.59</b>
<b>10-2500 GENERAL FUND - SUPP SERVICES-BUSINESS</b>						
100 PERSONNEL SERV-SALARIES	117,353.00	9,609.08	86,481.72	0.00	73.69	30,871.28
200 PERSONNEL EMPL BENEFITS	72,561.00	5,930.45	53,723.04	300.00	74.45	18,537.96
300 PURCHASED PROF & TECH	21,042.00	853.86	26,521.45	135.00	126.68	-5,614.45
400 PURCHASED PROPERTY SVC	840.00	37.76	270.31	226.06	59.09	343.63
500 OTHER PURCHASED SERVICE	6,600.00	228.63	1,700.39	0.00	25.76	4,899.61
600 SUPPLIES	1,850.00	309.88	1,668.25	0.00	90.17	181.75
700 PROPERTY	0.00	0.00	1,175.00	0.00	0.00	-1,175.00
800 OTHER OBJECTS	225.00	0.00	228.00	0.00	101.33	-3.00
<b>Total</b>	<b>220,471.00</b>	<b>16,969.66</b>	<b>171,768.16</b>	<b>661.06</b>	<b>78.20</b>	<b>48,041.78</b>

# Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

fabrdco4

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
<b>10-2600 GENERAL FUND - OP/MAINT PLANT SVCS</b>						
100 PERSONNEL SERV-SALARIES	599,305.00	47,108.76	403,395.53	-87.25	67.29	195,996.72
200 PERSONNEL EMPL BENEFITS	423,957.00	32,107.62	276,220.03	0.00	65.15	147,736.97
300 PURCHASED PROF & TECH	25,000.00	236.50	10,143.46	90.00	40.93	14,766.54
400 PURCHASED PROPERTY SVC	309,093.00	41,944.66	230,953.76	27,545.86	83.63	50,593.38
500 OTHER PURCHASED SERVICE	59,932.00	1,463.24	61,074.09	1,062.00	103.67	-2,204.09
600 SUPPLIES	240,530.00	34,852.03	158,768.82	2,935.74	67.22	78,825.44
700 PROPERTY	0.00	0.00	-18,395.28	33,325.00	0.00	-14,929.72
800 OTHER OBJECTS	150.00	0.00	0.00	0.00	0.00	150.00
<b>Total</b>	<b>1,657,967.00</b>	<b>157,712.81</b>	<b>1,122,160.41</b>	<b>64,871.35</b>	<b>71.59</b>	<b>470,935.24</b>
<b>10-2700 GENERAL FUND - STUDENT TRANSP SERVICES</b>						
500 OTHER PURCHASED SERVICE	548,103.00	72,231.49	423,970.55	95,431.14	94.76	28,701.31
<b>Total</b>	<b>548,103.00</b>	<b>72,231.49</b>	<b>423,970.55</b>	<b>95,431.14</b>	<b>94.76</b>	<b>28,701.31</b>
<b>10-2800 GENERAL FUND - SUPPORT SVCS-CENTRAL</b>						
100 PERSONNEL SERV-SALARIES	135,234.00	11,108.75	99,978.75	0.00	73.93	35,255.25
200 PERSONNEL EMPL BENEFITS	81,638.00	6,385.20	57,826.42	300.00	71.20	23,511.58
400 PURCHASED PROPERTY SVC	51,675.00	0.00	35,750.00	19,250.00	106.43	-3,325.00
500 OTHER PURCHASED SERVICE	5,925.00	71.25	3,559.14	359.51	66.13	2,006.35
600 SUPPLIES	200.00	0.00	700.66	5,309.34	3005.00	-5,810.00
700 PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
800 OTHER OBJECTS	264.00	0.00	60.00	0.00	22.72	204.00
<b>Total</b>	<b>274,936.00</b>	<b>17,565.20</b>	<b>197,874.97</b>	<b>25,218.85</b>	<b>81.14</b>	<b>51,842.18</b>
<b>10-2900 GENERAL FUND - OTHER SUPPORT SERVICES</b>						
500 OTHER PURCHASED SERVICE	10,500.00	0.00	9,069.30	0.00	86.37	1,430.70
<b>Total</b>	<b>10,500.00</b>	<b>0.00</b>	<b>9,069.30</b>	<b>0.00</b>	<b>86.37</b>	<b>1,430.70</b>
<b>10-3100 GENERAL FUND - FOOD SERVICES</b>						
100 PERSONNEL SERV-SALARIES	0.00	-0.01	-0.01	0.00	0.00	0.01

# Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

fabrdco4

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
200 PERSONNEL, EMPL BENEFITS	0.00	-2,656.23	18,583.25	0.00	0.00	-18,583.25
400 PURCHASED PROPERTY SVC	0.00	0.00	0.00	0.00	0.00	0.00
500 OTHER PURCHASED SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
600 SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	0.00	-2,656.24	18,583.24	0.00	0.00	-18,583.24
<b>10-3200 GENERAL FUND - STUDENT ACTIVITIES</b>						
100 PERSONNEL SERV-SALARIES	175,732.00	14,561.93	127,943.35	0.00	72.80	47,788.65
200 PERSONNEL EMPL BENEFITS	52,877.00	3,990.72	34,944.40	0.00	66.08	17,932.60
300 PURCHASED PROF & TECH	63,878.00	322.75	42,841.81	7,775.01	79.23	13,261.18
400 PURCHASED PROPERTY SVC	5,800.00	0.00	6,226.39	0.00	107.35	-426.39
500 OTHER PURCHASED SERVICE	48,831.00	6,441.21	46,502.41	3,450.20	102.29	-1,121.61
600 SUPPLIES	42,212.00	1,925.76	23,067.85	7,649.06	72.76	11,495.09
700 PROPERTY	21,123.00	0.00	13,011.60	8,900.00	103.73	-788.60
800 OTHER OBJECTS	10,179.00	1,070.00	5,816.16	2,846.50	85.10	1,516.34
<b>Total</b>	420,632.00	28,312.37	300,353.97	30,620.77	78.68	89,657.26
<b>10-4200 GENERAL FUND - EXISTING SITE IMPROVE</b>						
400 PURCHASED PROPERTY SVC	0.00	0.00	0.00	0.00	0.00	0.00
600 SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>10-4600 GENERAL FUND - EXISTING BLDG IMPROVE</b>						
100 PERSONNEL SERV-SALARIES	0.00	0.00	0.00	0.00	0.00	0.00
200 PERSONNEL EMPL BENEFITS	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
<b>Total</b>	0.00	0.00	0.00	0.00	0.00	0.00
<b>10-5100 GENERAL FUND - OTHER EXPEND &amp; FINANCE</b>						
800 OTHER OBJECTS	72,284.00	0.00	72,277.36	0.00	99.99	6.64
900 OTHER USES OF FUNDS	45,000.00	0.00	45,000.00	0.00	100.00	0.00

# Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

fabrdco4

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
<b>Total</b>	117,284.00	0.00	117,277.36	0.00	99.99	6.64
<b>10-5200 GENERAL FUND - FUND TRANSFERS</b>						
900 OTHER USES OF FUNDS	1,089,532.00	0.00	1,178,169.80	0.00	108.13	-88,637.80
<b>Total</b>	1,089,532.00	0.00	1,178,169.80	0.00	108.13	-88,637.80
<b>10-5800 GENERAL FUND - SUSPENSE ACCOUNT</b>						
100 PERSONNEL SERV-SALARIES	0.00	0.00	0.00	0.00	0.00	0.00
200 PERSONNEL EMPL BENEFITS	0.00	34.68	2,941.63	-1,342.80	0.00	-1,598.83
300 PURCHASED PROF & TECH	0.00	0.00	170,896.00	0.00	0.00	-170,896.00
<b>Total</b>	0.00	34.68	173,837.63	-1,342.80	0.00	-172,494.83
<b>10-5900 GENERAL FUND - BUDGETARY RESERVE</b>						
900 OTHER USES OF FUNDS	41,440.00	0.00	0.00	0.00	0.00	41,440.00
<b>Total</b>	41,440.00	0.00	0.00	0.00	0.00	41,440.00
<b>10-6100 GENERAL FUND - TAXES LEVIED BY THE LEA</b>						
000	-4,831,619.00	-29,016.15	-4,621,686.67	0.00	95.65	-209,932.33
<b>Total</b>	-4,831,619.00	-29,016.15	-4,621,686.67	0.00	95.65	-209,932.33
<b>10-6400 GENERAL FUND - DELINQUENCIES TAXES LEV</b>						
000	-205,300.00	-20,230.31	-116,929.89	0.00	56.95	-88,370.11
<b>Total</b>	-205,300.00	-20,230.31	-116,929.89	0.00	56.95	-88,370.11
<b>10-6500 GENERAL FUND - EARNINGS ON INVESTMENTS</b>						
000	-5,750.00	-447.32	-3,381.08	0.00	58.80	-2,368.92
<b>Total</b>	-5,750.00	-447.32	-3,381.08	0.00	58.80	-2,368.92
<b>10-6700 GENERAL FUND - REV FROM STUDENT ACT</b>						
000	-34,982.00	-180.00	-33,379.00	0.00	95.41	-1,603.00

# Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

fabrdco4

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
Total	-34,982.00	-180.00	-33,379.00	0.00	95.41	-1,603.00
10-6800 GENERAL FUND - REV FROM INTERMEDIATE 000	-379,226.00	0.00	-82,441.69	0.00	21.73	-296,784.31
Total	-379,226.00	0.00	-82,441.69	0.00	21.73	-296,784.31
10-6900 GENERAL FUND - OTHER REV FROM LOCAL 000	-72,166.00	-12,167.84	-52,073.36	-14,454.34	92.18	-5,638.30
Total	-72,166.00	-12,167.84	-52,073.36	-14,454.34	92.18	-5,638.30
10-7100 GENERAL FUND - BASIC INSTRUCT & OPER 000	-6,068,265.00	0.00	-3,602,416.00	0.00	59.36	-2,465,849.00
Total	-6,068,265.00	0.00	-3,602,416.00	0.00	59.36	-2,465,849.00
10-7200 GENERAL FUND - SUBSIDIES SPECIAL ED 000	-669,290.00	-102,296.00	-511,480.00	0.00	76.42	-157,810.00
Total	-669,290.00	-102,296.00	-511,480.00	0.00	76.42	-157,810.00
10-7300 GENERAL FUND - SUBSIDIES NON-ED PGMS 000	-1,164,012.00	-80,435.00	-1,036,961.02	0.00	89.08	-127,050.98
Total	-1,164,012.00	-80,435.00	-1,036,961.02	0.00	89.08	-127,050.98
10-7500 GENERAL FUND - EXTRA GRANTS 000	-324,860.00	0.00	-185,041.00	0.00	56.96	-139,819.00
Total	-324,860.00	0.00	-185,041.00	0.00	56.96	-139,819.00
10-7800 GENERAL FUND - SUBSIDIES ST PAID BENE 000	-1,380,775.00	-296,820.10	-592,041.10	0.00	42.87	-788,733.90
Total	-1,380,775.00	-296,820.10	-592,041.10	0.00	42.87	-788,733.90
10-7900 GENERAL FUND - REVENUE FOR TECHNOLOGY						



# Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

fabrdco4

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
000	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00	0.00
10-8600 GENERAL FUND - RESTRICT GRANTS-IN-AID						
000	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00	0.00
10-8700 GENERAL FUND						
000	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00	0.00
10-8800 GENERAL FUND - MED ASSIST REIMBURSE						
000	-15,000.00	0.00	-1,936.94	0.00	12.91	-13,063.06
Total	-15,000.00	0.00	-1,936.94	0.00	12.91	-13,063.06
10-9400 GENERAL FUND - SALE OF FIXED ASSETS						
000	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00	0.00
10-9500 GENERAL FUND - REFUND OF PRIOR YR EXP						
000	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00	0.00

# Condensed IV Board Summary Report

From 03/01/2015 To 03/31/2015

fabrdco4

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
<b>Fund 10 - GENERAL FUND</b>						
Total Expenditure	14,474,489.00	1,118,509.06	8,911,022.44	337,830.46	63.89	5,225,636.10
Total Other Expenditure	1,248,256.00	34.68	1,469,284.79	-1,342.80	117.59	-219,685.99
Total Revenue	-15,151,245.00	-541,592.72	-10,839,767.75	-14,454.34	71.63	-4,297,022.91
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	571,500.00	576,951.02	-459,460.52	322,033.32	-24.04	708,927.20

<b>Grand Totals</b>						
Total Expenditure	14,474,489.00	1,118,509.06	8,911,022.44	337,830.46	63.89	5,225,636.10
Total Other Expenditure	1,248,256.00	34.68	1,469,284.79	-1,342.80	117.59	-219,685.99
Total All Expenditures	15,722,745.00	1,118,543.74	10,380,307.23	336,487.66	68.16	5,005,950.11
Total Revenue	-15,151,245.00	-541,592.72	-10,839,767.75	-14,454.34	71.63	-4,297,022.91
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Total All Revenues	-15,151,245.00	-541,592.72	-10,839,767.75	-14,454.34	71.63	-4,297,022.91
	571,500.00	576,951.02	-459,460.52	322,033.32	-24.04	708,927.20

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

**MARCH 31, 2015**

YEAR-TO-DATE

BALANCE FORWARD FEBRUARY 28, 2015	\$351,833.54	516,507.31
RECEIPTS - MARCH		
3/31/2015 MARCH INTEREST	<u>59.38</u>	
TOTAL RECEIPTS - MARCH	59.38	678.08
DISBURSEMENTS - MARCH		
3/16/2015 CK 1216 HHSDR	12,894.00	
3/16/2015 CK 1217 TRANE	8,288.00	
3/12/2015 CK 1218 BORO OF SHARPSVILLE	2,003.00	
3/12/2015 CK 1219 RICHARDSON INSP SVCS	<u>2,580.00</u>	
TOTAL DISBURSEMENTS MARCH	<u>25,765.00</u>	<u>191,057.47</u>
FUNDS AVAILABLE MARCH 31, 2015	\$326,127.92	\$326,127.92

**SUMMARY OF CAPITAL RESERVE FUNDS**

CHECKING	83.84	
MONEY MARKET ACCOUNT (CURRENT INTEREST RATE: .20%)	<u>326,044.08</u>	
FUNDS AVAILABLE MARCH 31, 2015		\$ 326,127.92



**SHARPSVILLE AREA SCHOOL DISTRICT  
BOARD REPORT**

**April 20, 2015**

**GENERAL FUND:**

Total Bills to be Affirmed for March	\$1,317,096.75
Total Bills to be Approved for April	241,733.91

**CAPITAL RESERVE FUND:**

Total Bills to be Affirmed for March	\$4,583.00
Total Bills to be Approved for April	75.00

# Fund Accounting Check Register

fackrgc

GENERAL FUND - From 03/01/2015 To 03/31/2015

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00013357	03/03/2015	L2073500001	00081349	CMA	10-3210-390-000-00-800-000-137-0000	1321039080000000	140.00
<b>Vendor: CARNEGIE MUSEUM OF ART</b>							
00013358	03/03/2015	L2073500002	00081422	GTC	Remit # 1 Check Date: 03/03/2015	Check Amount:	140.00
<b>Vendor: GREENVILLE TRACK CLUB</b>							
00013359	03/03/2015	L2073500003	00081421	HCTF	Remit # 1 Check Date: 03/03/2015	Check Amount:	140.00
<b>Vendor: HARBORCREEK TRACK &amp; FIELD TEAM</b>							
00013360	03/03/2015	L2073500004	00081424	HTB	Remit # 1 Check Date: 03/03/2015	Check Amount:	170.00
<b>Vendor: HICKORY TRACK BOOSTERS</b>							
00013361	03/03/2015	L2073500005	00081423	PRTB	Remit # 1 Check Date: 03/03/2015	Check Amount:	160.00
<b>Vendor: PINERIT - PINE-RICHLAND TRACK BOOSTERS</b>							
00013362	03/03/2015	L2073500006	00081391	69401847	Remit # 1 Check Date: 03/03/2015	Check Amount:	160.00
00013362	03/03/2015	L2073500007	00081391	69401847	10-2600-531-000-00-200-000-117-0000	1260053120000000	240.00
00013362	03/03/2015	L2073500008	00081391	69401847	10-2600-531-000-00-500-000-127-0000	1260053150000000	212.44
<b>Vendor: VERIZON BUSINESS SERVICES</b>							
00013363	03/03/2015	L2073500009	00081429	WMGV	10-2600-531-000-00-800-000-137-0000	1260053180000000	151.74
00013363	03/03/2015	L2073500010	00081429	WMGV	Remit # 1 Check Date: 03/03/2015	Check Amount:	242.78
<b>Vendor: WESTMIG - WEST MIDDLESEX GIRLS' VOLLEYBALL</b>							
00013364	03/03/2015	L2073500011	00081420	WTB	Remit # 1 Check Date: 03/03/2015	Check Amount:	606.96
<b>Vendor: WILMINTON TRACK BOOSTERS</b>							
00013365	03/06/2015	L2077400001	00081445	70756000	10-3250-810-000-00-000-000-VB70	810VB7	100.00
00013365	03/06/2015	L2077400002	00081445	70756000	10-3250-810-000-00-000-000-VB80	810VB8	100.00
00013365	03/06/2015	L2077400003	00081445	70651000	Remit # 1 Check Date: 03/03/2015	Check Amount:	200.00
<b>Vendor: BOROUGH OF SHARPSVILLE</b>							
00013366	03/06/2015	L2077400004	00081449	HTC	10-3250-810-000-00-000-000-TRV0	810TRV	180.00
<b>Vendor: HIGHLANDER TRACK CLUB</b>							
00013367	03/06/2015	L2077400006	00081455	MILLER	Remit # 1 Check Date: 03/06/2015	Check Amount:	180.00
<b>Vendor: MILLERDE - DEBBIE MILLER</b>							
00013368	03/06/2015	L2077400005	00081462	MIU4	10-0482-000-000-00-000-000-0000	10482	50.00
<b>Vendor: MIU4 - MIDWESTERN IU IV</b>							
00013369	03/06/2015	L2077400007	00081439	110005503740	Remit # 1 Check Date: 03/06/2015	Check Amount:	50.00
00013369	03/06/2015	L2077400008	00081439	110005508954	10-2120-610-000-30-800-000-137-0000	1212061080000000	50.00
00013369	03/06/2015	L2077400009	00081439	110005508996	Remit # 1 Check Date: 03/06/2015	Check Amount:	50.00
<b>Vendor: MIU4 - MIDWESTERN IU IV</b>							
00013369	03/06/2015	L2077400007	00081439	110005503740	10-2600-422-000-00-200-000-000-0000	1260042220000000	3,096.93
00013369	03/06/2015	L2077400008	00081439	110005508954	10-2600-422-000-00-980-000-000-0000	1260042298000000	20.27
00013369	03/06/2015	L2077400009	00081439	110005508996	10-2600-422-000-00-980-000-000-0000	1260042298000000	206.91

\* Denotes Non-Negotiable Transaction

# - Payable Transaction

P - Prenote

d - Direct Deposit

c - Credit Card Payment

04/01/2015 10:15:56 AM

Sharpsville Area School District

Page :

# Fund Accounting Check Register

GENERAL FUND - From 03/01/2015 To 03/31/2015

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00013369	03/06/2015	L2077400010	00081439	110005508905	10-2600-422-000-00-980-000-0000	1260042229800000	151.84
00013369	03/06/2015	L2077400011	00081439	110005508863	10-2600-422-000-00-980-000-0000	1260042229800000	17.70
00013369	03/06/2015	L2077400012	00081439	110005503203	10-2600-422-000-00-500-000-0000	1260042250000000	3,700.00
00013369	03/06/2015	L2077400013	00081439	110005503203	10-2600-422-000-00-800-000-0000	1260042280000000	4,523.07
<b>Vendor: PENNPO - PENN POWER</b>							
00013446	03/19/2015	L2084900001	00081487	376318710	Remit # 1 Check Date: 03/06/2015	Check Amount:	11,716.72
00013446	03/19/2015	L2084900002	00081487	376318710	10-2600-621-000-00-200-000-0000	1260062120000000	2,766.91
00013446	03/19/2015	L2084900003	00081487	376318710	10-2600-621-000-00-500-000-0000	1260062150000000	1,433.00
00013446	03/19/2015	L2084900004	00081487	376318710	10-2600-621-000-00-800-000-0000	1260062180000000	1,751.84
<b>Vendor: NATIONAL FUEL</b>							
00013447	03/19/2015	L2084900005	00081508	5488194	Remit # 1 Check Date: 03/19/2015	Check Amount:	6,374.11
00013447	03/19/2015	L2084900006	00081508	5488194	10-2600-621-000-00-200-000-0000	1260062120000000	7,676.97
00013447	03/19/2015	L2084900007	00081508	5488194	10-2600-621-000-00-500-000-0000	1260062150000000	3,976.00
00013447	03/19/2015	L2084900008	00081508	5488194	10-2600-621-000-00-800-000-0000	1260062180000000	4,860.59
<b>Vendor: NATIONFUEL - NATIONAL FUEL RESOURCES</b>							
00013448	03/19/2015	L2084900009	00081480	110046135841	Remit # 1 Check Date: 03/19/2015	Check Amount:	1,171.85
<b>Vendor: PENNPO - PENN POWER</b>							
00013449	03/19/2015	L2084900010	00081505	873115	Remit # 1 Check Date: 03/19/2015	Check Amount:	3.42
<b>Vendor: PETROLTR - PETROLEUM TRADERS CORPORATION</b>							
00013450	03/19/2015	L2084900011	00081502	3380893	Remit # 1 Check Date: 03/19/2015	Check Amount:	22,480.92
<b>Vendor: SCHOLBOF - SCHOLASTIC BOOK FAIR</b>							
00013451	03/25/2015	L2088700001	00081438	6253	Remit # 1 Check Date: 03/19/2015	Check Amount:	3,164.27
<b>Vendor: ALICETRI - ALLICE TRAINING INSTITUTE, LLC</b>							
00013452	03/25/2015	L2088700002	00081523	Bournes	Remit # 1 Check Date: 03/25/2015	Check Amount:	1,500.00
00013452	03/25/2015	L2088700003	00081523	Bournes	10-0481-000-000-000-000-0000	10481	37.00
<b>Vendor: BOURNEWI - WINFRED BOURNES</b>							
00013453	03/25/2015	L2088700004	00081522	Scurpa	Remit # 1 Check Date: 03/25/2015	Check Amount:	74.00
00013453	03/25/2015	L2088700005	00081522	Scurpa	10-3250-330-000-00-000-000-0000	330VB7	37.00
<b>Vendor: SCURPASC - SCOTT SCURPA</b>							
00013454	03/25/2015	L2088700006	00081526	SRU	Remit # 1 Check Date: 03/25/2015	Check Amount:	37.00
<b>Vendor: SRU5 - SLIPPERY ROCK UNIVERSITY</b>							
00013455	03/25/2015	L2088700007	00081520	USPS	Remit # 1 Check Date: 03/25/2015	Check Amount:	10.00
					10-2360-532-000-00-000-000-0000	1236053200000000	35.82

\* Denotes Non-Negotiable Transaction

P - Prenote

# - Payable Transaction

d - Direct Deposit

c - Credit Card Payment

04/01/2015 10:15:56 AM

Sharpville Area School District

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# Fund Accounting Check Register

GENERAL FUND - From 03/01/2015 To 03/31/2015

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Check Amount:	Expended Amt
<b>Vendor: USPS2 - US POSTAL SERVICE</b>								
00013456	03/25/2015	L2088700008	00081521	Wiesen	Remit # 2 Check Date: 03/25/2015	10-3250-330-000-00-000-000-VB70	330VB7	35.82
00013456	03/25/2015	L2088700009	00081521	Wiesen	Remit # 2 Check Date: 03/25/2015	10-3250-330-000-00-000-000-VB80	330VB8	37.00
<b>Vendor: WEISENSH - SHANE WIESEN</b>								
00013457	03/31/2015	L2092800001	00081544	Borowicz	Remit # 1 Check Date: 03/25/2015	10-3250-330-000-00-000-000-VB70	330VB7	37.00
00013457	03/31/2015	L2092800002	00081544	Borowicz	Remit # 1 Check Date: 03/25/2015	10-3250-330-000-00-000-000-VB80	330VB8	37.00
<b>Vendor: BOROWIER - ERIN BOROWICZ</b>								
00013458	03/31/2015	L2092800003	00081554	Boston-04	Remit # 1 Check Date: 03/31/2015	10-0470-000-000-00-000-000-0000	10470	74.00
<b>Vendor: BOSTONMU - BOSTON MUTUAL</b>								
00013459	03/31/2015	L2092800004	00081555	Crown-04	Remit # 1 Check Date: 03/31/2015	10-0470-000-000-00-000-000-0000	10470	535.92
00013459	03/31/2015	L2092800005	00081580	Crown-04	Remit # 1 Check Date: 03/31/2015	10-0470-000-000-00-000-000-0000	10470	150,807.74
<b>Vendor: CROWNBEA - CROWN BENEFITS ADMINISTRATION</b>								
00013460	03/31/2015	L2092800006	00081557	MSEBT-03	Remit # 1 Check Date: 03/31/2015	10-0470-000-000-00-000-000-0000	10470	1,230.30
<b>Vendor: MPSEBT - MIDWESTERN PA SCHOOL</b>								
00013461	03/31/2015	L2092800007	00081558	110005503740	Remit # 1 Check Date: 03/31/2015	10-2600-422-000-00-200-000-000-0000	126004222000000	8,430.50
00013461	03/31/2015	L2092800008	00081558	110005508863	Remit # 1 Check Date: 03/31/2015	10-2600-422-000-00-980-000-000-0000	12600422298000000	5,400.60
00013461	03/31/2015	L2092800009	00081558	110005508905	Remit # 1 Check Date: 03/31/2015	10-2600-422-000-00-980-000-000-0000	12600422298000000	4.13
00013461	03/31/2015	L2092800010	00081558	110005508954	Remit # 1 Check Date: 03/31/2015	10-2600-422-000-00-980-000-000-0000	12600422298000000	630.42
00013461	03/31/2015	L2092800011	00081558	110005508996	Remit # 1 Check Date: 03/31/2015	10-2600-422-000-00-980-000-000-0000	12600422298000000	6.55
00013461	03/31/2015	L2092800012	00081558	110005503203	Remit # 1 Check Date: 03/31/2015	10-2600-422-000-00-500-000-000-0000	126004225000000	254.67
00013461	03/31/2015	L2092800013	00081558	110005503203	Remit # 1 Check Date: 03/31/2015	10-2600-422-000-00-800-000-000-0000	126004228000000	3,922.49
<b>Vendor: PENNPO - PENN POWER</b>								
00013462	03/31/2015	L2092800014	00081559	Scholastic	Remit # 1 Check Date: 03/31/2015	10-0481-000-000-00-000-000-0000	10481	4,794.16
<b>Vendor: SCHOLBOF - SCHOLASTIC BOOK FAIR</b>								
00013463	03/31/2015	L2092800015	00081548	Sternthal	Remit # 1 Check Date: 03/31/2015	10-3250-330-000-00-000-000-000-VB70	330VB7	15,013.02
00013463	03/31/2015	L2092800016	00081548	Sternthal	Remit # 1 Check Date: 03/31/2015	10-3250-330-000-00-000-000-000-VB80	330VB8	6,986.43
<b>Vendor: STERNTHA - MARY STERNTHAL</b>								
00013464	03/31/2015	L2092800017	00081560	Unum-04	Remit # 1 Check Date: 03/31/2015	10-0470-000-000-00-000-000-0000	10470	10.00
<b>Vendor: UNUMIII - UNUM LIFE INSURANCE COMPANY OF AMERICA</b>								
00013465	03/31/2015	L2092800018	00081575	USPS	Remit # 1 Check Date: 03/31/2015	10-2380-532-000-20-500-000-127-0000	123805325000000	10.00
<b>Vendor: USPS2 - US POSTAL SERVICE</b>								
00013465	03/31/2015	L2092800018	00081575	USPS	Remit # 2 Check Date: 03/31/2015	10-2380-532-000-20-500-000-127-0000	123805325000000	10.00
00013465	03/31/2015	L2092800018	00081575	USPS	Remit # 2 Check Date: 03/31/2015	10-2380-532-000-20-500-000-127-0000	123805325000000	20.00
00013465	03/31/2015	L2092800018	00081575	USPS	Remit # 2 Check Date: 03/31/2015	10-2380-532-000-20-500-000-127-0000	123805325000000	252.08
00013465	03/31/2015	L2092800018	00081575	USPS	Remit # 2 Check Date: 03/31/2015	10-2380-532-000-20-500-000-127-0000	123805325000000	252.08
00013465	03/31/2015	L2092800018	00081575	USPS	Remit # 2 Check Date: 03/31/2015	10-2380-532-000-20-500-000-127-0000	123805325000000	252.08



# Fund Accounting Check Register

GENERAL FUND - From 03/01/2015 To 03/31/2015

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00013466	03/31/2015	L2092800019	00081551	69422331	10-2600-531-000-00-200-000-117-0000	126005312000000	212.20
00013466	03/31/2015	L2092800020	00081551	69422331	10-2600-531-000-00-500-000-127-0000	126005315000000	151.57
00013466	03/31/2015	L2092800021	00081551	69422331	10-2600-531-000-00-800-000-137-0000	126005318000000	242.51
<b>Vendor: VERIZON BUSINESS SERVICES</b>							
03042015	03/04/2015	L2090100001	00081402	39787027	Remit # 1 Check Date: 03/31/2015	Check Amount:	606.28
03042015	03/04/2015	L2090100002	00081402	39787027	10-2500-340-000-00-000-000-000-0000	125003400000000	4.00
<b>Vendor: FLEETSE - WEX BANK</b>							
03092015	03/04/2015	L2090100024	00081192	Harrisbank-03	Remit # 1 Check Date: 03/04/2015	Check Amount:	474.83
03092015	03/04/2015	L2090100025	00081250	Harrisbank-03	10-1100-610-000-13-200-000-117-1300	111006102000013	57.02
03092015	03/04/2015	L2090100036	00081347	Harrisbank-03	10-1100-610-000-12-200-000-117-1200	111006102000012	44.25
<b>Vendor: AMAZON - HARRIS BANK</b>							
03092016	03/04/2015	L2090100026	00080299	Harrisbank-03	10-1100-610-000-30-800-170-137-0000	111006108017000	106.51
03092016	03/04/2015	L2090100027	00080299	Harrisbank-03	Remit # 2 Check Date: 03/09/2015	Check Amount:	207.78
03092016	03/04/2015	L2090100028	00080299	Harrisbank-03	10-1100-448-000-10-200-000-117-0000	111004482000000	1,064.00
03092016	03/04/2015	L2090100029	00080299	Harrisbank-03	10-1100-448-000-20-500-000-127-0000	111004485000000	869.00
03092016	03/04/2015	L2090100030	00080299	Harrisbank-03	10-1100-448-000-30-800-000-137-0000	111004488000000	869.00
03092016	03/04/2015	L2090100031	00080299	Harrisbank-03	10-2120-448-000-30-800-000-137-0000	121204488000000	7.00
03092016	03/04/2015	L2090100032	00080299	Harrisbank-03	10-2250-448-000-30-800-000-137-0000	122504488000000	13.00
03092016	03/04/2015	L2090100033	00080299	Harrisbank-03	10-2360-448-000-00-000-000-000-0000	123604480000000	37.76
03092016	03/04/2015	L2090100034	00080299	Harrisbank-03	10-2380-448-000-10-200-000-117-0000	123804482000000	105.00
03092016	03/04/2015	L2090100035	00080299	Harrisbank-03	10-2380-448-000-20-500-000-127-0000	123804485000000	34.00
<b>Vendor: DELAGELA - HARRIS BANK</b>							
03092017	03/04/2015	L2090100003	00081494	Harrisbank-03	10-2380-448-000-30-800-000-137-0000	123804488000000	72.00
03092017	03/04/2015	L2090100004	00081494	Harrisbank-03	10-2500-448-000-00-000-000-000-0000	125004480000000	37.76
03092017	03/04/2015	L2090100005	00081494	Harrisbank-03	Remit # 1 Check Date: 03/09/2015	Check Amount:	3,108.52
03092017	03/04/2015	L2090100006	00081494	Harrisbank-03	10-2600-610-000-00-000-000-000-0000	126006100000000	479.32
03092017	03/04/2015	L2090100007	00081494	Harrisbank-03	10-2600-610-000-00-000-000-000-0000	126006100000000	200.00
03092017	03/04/2015	L2090100008	00081494	Harrisbank-03	10-2600-610-000-00-000-000-000-0000	126006100000000	452.50
03092017	03/04/2015	L2090100009	00081494	Harrisbank-03	10-2600-610-000-00-000-000-000-0000	126006100000000	78.04
03092017	03/04/2015	L2090100010	00081494	Harrisbank-03	10-2600-610-000-00-000-000-000-0000	126006100000000	977.25
03092017	03/04/2015	L2090100011	00081494	Harrisbank-03	10-2600-610-000-00-000-000-000-0000	126006100000000	276.51
03092017	03/04/2015	L2090100012	00081494	Harrisbank-03	10-2600-610-000-00-000-000-000-0000	126006100000000	1,357.50
03092017	03/04/2015	L2090100013	00081494	Harrisbank-03	10-2600-610-000-00-000-000-000-0000	126006100000000	15.99
03092017	03/04/2015	L2090100014	00081494	Harrisbank-03	10-2600-610-000-00-000-000-000-0000	126006100000000	81.48
03092017	03/04/2015	L2090100015	00081494	Harrisbank-03	10-2600-610-000-00-000-000-000-0000	126006100000000	121.95

\* Denotes Non-Negotiable Transaction

# Fund Accounting Check Register

GENERAL FUND - From 03/01/2015 To 03/31/2015

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
03092017	03/04/2015	L2090100013	00081494	Harrisbank-03	10-2600-610-000-000-0000	1260061000000000	259.00
03092017	03/04/2015	L2090100014	00081494	Harrisbank-03	10-2600-610-000-000-0000	1260061000000000	18.32
03092017	03/04/2015	L2090100015	00081494	Harrisbank-03	10-2600-610-000-000-0000	1260061000000000	36.21
03092017	03/04/2015	L2090100016	00081494	Harrisbank-03	10-2600-610-000-000-0000	1260061000000000	255.59
03092017	03/04/2015	L2090100017	00081494	Harrisbank-03	10-2600-610-000-000-0000	1260061000000000	153.37
03092017	03/04/2015	L2090100018	00081494	Harrisbank-03	10-2600-610-000-000-0000	1260061000000000	502.30
03092017	03/04/2015	L2090100019	00081494	Harrisbank-03	10-2600-610-000-000-0000	1260061000000000	12.00
03092017	03/04/2015	L2090100020	00081494	Harrisbank-03	10-2600-610-000-000-0000	1260061000000000	491.02
03092017	03/04/2015	L2090100021	00081494	Harrisbank-03	10-2600-610-000-000-0000	1260061000000000	699.55
03092017	03/04/2015	L2090100022	00081494	Harrisbank-03	10-2600-610-000-000-0000	1260061020000000	333.00
03092017	03/04/2015	L2090100023	00081494	Harrisbank-03	10-2600-610-000-000-0000	1260061000000000	43.20
03092017	03/04/2015	L2090100037	00081500	Harrisbank-03	10-2500-340-000-000-0000	1250034000000000	46.99
03092017	03/04/2015	L2090100038	00081500	Harrisbank-03	10-2500-580-000-000-0000	1250058000000000	8.79
03092017	03/04/2015	L2090100039	00081500	Harrisbank-03	10-2270-610-000-000-0000	1227061000000000	176.70
03092017	03/04/2015	L2090100040	00081500	Harrisbank-03	10-2360-580-000-000-0000	1236058000000000	15.73
03092017	03/04/2015	L2090100041	00081500	Harrisbank-03	10-2500-580-000-000-0000	1250058000000000	15.73
03092017	03/04/2015	L2090100042	00081500	Harrisbank-03	10-2836-580-000-000-0000	1283658000000000	71.25
03092017	03/04/2015	L2090100043	00081500	Harrisbank-03	10-1200-610-890-10-200-000-0000-5900	1120061020000059	32.27
<b>Vendor: HARRISBA - HARRIS BANK</b>							
03182015	03/18/2015	L2090400001	00081497	SASDPR-03	Remit # 1 Check Date: 03/09/2015	Check Amount: 7,211.56	
<b>Vendor: SASDPR - SHARPSVILLE AREA SCHOOL DIST.</b>							
03192015	03/19/2015	L2090400006	00081026	PSERS-03	Remit # 1 Check Date: 03/18/2015	Check Amount: 661,447.97	
<b>Vendor: PSERS - PUBLIC SCHOOL EMPLOYEES'</b>							
03202015	03/20/2015	L2090400002	00081385	Nationwide-03	Remit # 1 Check Date: 03/19/2015	Check Amount: 391,373.05	
03202015	03/20/2015	L2090400003	00081385	Nationwide-03	10-2360-290-000-000-0000-0000	1236029000000000	300.00
03202015	03/20/2015	L2090400004	00081385	Nationwide-03	10-2380-290-000-000-0000-0000	1238029000000000	900.00
03202015	03/20/2015	L2090400005	00081385	Nationwide-03	10-2500-290-000-000-0000-0000	1250029000000000	300.00
03202015	03/20/2015	L2090400006	00081385	Nationwide-03	10-2818-290-000-000-0000-0000	1281829000000000	300.00
<b>Vendor: NATION - NATIONWIDE</b>							
03312015	03/31/2015	L2093000001	00081553	FSA-03	Remit # 1 Check Date: 03/20/2015	Check Amount: 1,800.00	
<b>Vendor: CROWNBEA - CROWN BENEFITS ADMINISTRATION</b>							
					10-0460-000-000-000-0000-0860	0860	399.96
					Remit # 1 Check Date: 03/31/2015	Check Amount: 399.96	
<b>10-GENERAL FUND</b>							
						1,317,096.75	

## Fund Accounting Check Register

GENERAL FUND - From 03/01/2015 To 03/31/2015

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
					Grand Total Manual Checks :		0.00
					Grand Total Regular Checks :	1,317,096.75	
					Grand Total Direct Deposits:	0.00	
					Grand Total Credit Card Payments:	0.00	
					Grand Total All Checks :	1,317,096.75	

# - Payable Transaction  
04/01/2015 10:15:56 AM  
\* Denotes Non-Negotiable Transaction  
p - Prenote  
d - Direct Deposit  
c - Credit Card Payment  
Sharpsville Area School District  
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# Fund Accounting Check Register

GENERAL FUND - From 04/20/2015 To 04/20/2015

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00013476	04/20/2015	L2084200039	00081562	402108	10-1100-562-000-30-800-000-109-0000	1110056280000000	673.23
00013476	04/20/2015	L2084200148	00081656	402509	10-1100-562-000-30-800-000-109-0000	1110056280000000	673.23
Vendor: 21CCCS - 21ST CENTURY CYBER CHARTER SCL					Remit # 1 Check Date: 04/20/2015	Check Amount:	1,346.46
00013477	04/20/2015	L2084200040	00081563	ABINADER	10-2834-580-000-20-500-000-000-0000	1283458050000000	18.56
Vendor: ABINADHE - HEIDI ABINADER					Remit # 1 Check Date: 04/20/2015	Check Amount:	18.56
00013478	04/20/2015	L2084200041	00081578	254043	10-1100-562-000-10-200-000-109-0000	1110056220000000	1,926.36
Vendor: AGORACYC - AGORA CYBER CHARTER SCHOOL					Remit # 1 Check Date: 04/20/2015	Check Amount:	1,926.36
00013479	04/20/2015	L2084200111	00081636	7535	10-2600-430-000-00-000-000-000-0000	1260043000000000	224.64
Vendor: BELLSPOR - BELLS PORTABLE RESTROOMS INC					Remit # 1 Check Date: 04/20/2015	Check Amount:	224.64
00013480	04/20/2015	L2084200038	00081542	BCCC	10-3210-580-000-30-800-000-137-0000	1321058080000000	262.50
Vendor: BUTLERCOC - BUTLER COUNTY COMMUNITY COLLEGE					Remit # 2 Check Date: 04/20/2015	Check Amount:	262.50
00013481	04/20/2015	L2084200112	00081639	12000	10-2600-610-000-00-000-000-000-0000	1260061000000000	41.60
00013481	04/20/2015	L2084200113	00081639	12000	10-2600-610-000-00-000-000-000-0000	1260061000000000	36.90
Vendor: CARINE - CARINE & COMPANY					Remit # 1 Check Date: 04/20/2015	Check Amount:	78.50
00013482	04/20/2015	L2084200114	00081634	149912/149668	10-2600-610-000-00-000-000-000-0000	1260061000000000	557.55
Vendor: CASTLEMAP - CASTLE MAINTENANCE PRODUCTS					Remit # 1 Check Date: 04/20/2015	Check Amount:	557.55
00013483	04/20/2015	L2084200035	00081534	16755	10-2120-610-000-10-200-000-117-0000	1212061020000000	145.01
Vendor: CLASSRUM - CLASSROOM SUPPLY MARK					Remit # 1 Check Date: 04/20/2015	Check Amount:	145.01
00013484	04/20/2015	L2084200115	00081629	255612	10-1100-562-000-30-800-000-109-0000	1110056280000000	2,009.20
Vendor: COMMONCOA - COMMONWEALTH CONNECTIONS					Remit # 1 Check Date: 04/20/2015	Check Amount:	2,009.20
00013485	04/20/2015	L2084200069	00081089	SASD-0075	10-2500-340-000-00-000-000-000-0000	1250034000000000	45.00
Vendor: CROWNBEA - CROWN BENEFITS ADMINISTRATION					Remit # 1 Check Date: 04/20/2015	Check Amount:	45.00
00013486	04/20/2015	L2084200001	00080039	DADICH	10-2600-538-000-00-000-000-000-0000	1260053800000000	25.00
Vendor: DADICHTIJ - TIMOTHY J DADICH					Remit # 1 Check Date: 04/20/2015	Check Amount:	25.00
00013487	04/20/2015	L2084200042	00081564	1108	10-2330-618-000-00-000-000-000-0000	1233061800000000	150.00
Vendor: DATAQUAS - DATAQUEST ASSOCIATES					Remit # 1 Check Date: 04/20/2015	Check Amount:	150.00
00013488	04/20/2015	L2084200043	00081565	DIETER	10-2834-580-000-10-200-000-000-0000	1283458020000000	15.95
Vendor: DIETERMA - MATTHEW DIETER					Remit # 1 Check Date: 04/20/2015	Check Amount:	15.95
00013489	04/20/2015	L2084200025	00081525	DIORENZO'S	10-2360-635-000-00-000-000-000-0000	1236063500000000	63.92
00013489	04/20/2015	L2084200091	00081607	DIORENZO'S	10-2360-635-000-00-000-000-000-0000	1236063500000000	33.92
Vendor: DIORECA - DIORENZO'S CATERING & DELI					Remit # 1 Check Date: 04/20/2015	Check Amount:	97.84

\* Denotes Non-Negotiable Transaction

# - Payable Transaction P - Prenote

d - Direct Deposit c - Credit Card Payment

04/17/2015 11:31:15 AM

Sharpville Area School District

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# Fund Accounting Check Register

GENERAL FUND - From 04/20/2015 To 04/20/2015

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00013490	04/20/2015	L2084200116	00081626	177931	10-1100-448-000-10-200-000-117-0000	111004482000000	328.32
00013490	04/20/2015	L2084200117	00081626	177931	10-1100-448-000-20-500-000-127-0000	111004485000000	225.26
00013490	04/20/2015	L2084200118	00081626	177931	10-1100-448-000-30-800-000-137-0000	111004488000000	229.93
<b>Vendor: DIRECTIM - DIRECT IMAGE</b>							
00013491	04/20/2015	L2084200119	00081640	34631	Remit # 1 Check Date: 04/20/2015	Check Amount:	783.51
					10-2600-430-000-00-000-000-0000	126004300000000	214.20
<b>Vendor: DOMESTUNR - DOMESTIC UNIFORM RENTAL</b>							
00013492	04/20/2015	L2084200070	00081583	DONOFRIOS	Remit # 1 Check Date: 04/20/2015	Check Amount:	214.20
					10-1100-610-000-30-800-180-137-0000	111006108018000	12.94
00013492	04/20/2015	L2084200071	00081582	DONOFRIOS	10-1241-610-000-30-800-000-137-0000	112416108000000	112.59
00013492	04/20/2015	L2084200092	00081605	DONOFRIOS	10-1100-610-000-20-500-240-127-0000	111006105024000	151.22
00013492	04/20/2015	L2084200093	00081599	DONOFRIOS	10-2260-635-000-00-000-000-0000	122606350000000	8.48
00013492	04/20/2015	L2084200120	00081623	DONOFRIOS	10-1100-610-000-30-800-240-137-0000	111006108024000	123.74
00013492	04/20/2015	L2084200149	00081662	DONOFRIOS	10-1100-610-000-30-800-180-137-0000	111006108018000	41.75
<b>Vendor: DONOFRIOC - DONOFRIO'S FOOD CENTER</b>							
00013493	04/20/2015	L2084200094	00081597	ERDOS	Remit # 1 Check Date: 04/20/2015	Check Amount:	450.72
					10-2700-513-000-00-000-000-000-3700	127005130000037	1,732.00
00013493	04/20/2015	L2084200095	00081597	ERDOS	10-2700-513-271-00-000-000-000-2200	127005130000022	2,198.00
<b>Vendor: ERDOSTR - ERDOS TRANSPORT SERVICES</b>							
00013494	04/20/2015	L2084200002	00080027	ERIC RYAN CORP	Remit # 1 Check Date: 04/20/2015	Check Amount:	3,930.00
					10-2600-340-000-00-000-000-000-0000	126003400000000	30.00
<b>Vendor: ERICRY - THE ERIC RYAN CORPORATION</b>							
00013495	04/20/2015	L2084200121	00081638	138502	Remit # 1 Check Date: 04/20/2015	Check Amount:	30.00
					10-2600-610-000-00-000-000-000-0000	126006100000000	227.17
<b>Vendor: FAGANSAS - FAGAN SANITARY SUPPLY</b>							
00013496	04/20/2015	L2084200122	00081630	2-991-69747	Remit # 1 Check Date: 04/20/2015	Check Amount:	227.17
					10-2500-532-000-00-000-000-000-0000	125005320000000	20.20
<b>Vendor: FEDEX - FEDEX</b>							
00013497	04/20/2015	L2084200003	00080033	FERKO	Remit # 1 Check Date: 04/20/2015	Check Amount:	20.20
					10-2600-538-000-00-000-000-000-0000	126005380000000	50.00
00013497	04/20/2015	L2084200072	00081589	FERKO	10-2360-580-000-00-000-000-000-0000	123605800000000	123.02
<b>Vendor: FERKOB - DR BRAD FERKO</b>							
00013498	04/20/2015	L2084200123	00081644	583133	Remit # 1 Check Date: 04/20/2015	Check Amount:	173.02
					10-2310-390-000-00-000-000-000-0000	123103900000000	100.00
<b>Vendor: FIRSTTAV - FIRST TAKE VIDEO</b>							
00013499	04/20/2015	L2084200063	00081416	626225	Remit # 1 Check Date: 04/20/2015	Check Amount:	100.00
					10-2250-640-000-30-800-000-137-0000	122506408000000	133.84
<b>Vendor: FOLLETSCS - FOLLETT SCHOOL SOLUTIONS INC</b>							
00013500	04/20/2015	L2084200150	00081552	5463542	Remit # 1 Check Date: 04/20/2015	Check Amount:	133.84
					10-1100-640-000-30-800-000-000-4500	111006408000045	8,323.87
<b>Vendor: FOUNDAPEF - THE LAMPO GROUP, INC.</b>							
					Remit # 1 Check Date: 04/20/2015	Check Amount:	8,323.87

\* Denotes Non-Negotiable Transaction

# Payable Transaction

P - Prenote

d - Direct Deposit

c - Credit Card Payment

04/17/2015 11:31:15 AM

Sharpsville Area School District

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# Fund Accounting Check Register

GENERAL FUND - From 04/20/2015 To 04/20/2015

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00013501	04/20/2015	L2084200151	00081649	GRAUL	10-3210-580-000-30-800-000-137-0000	132105808000000	43.50
<b>Vendor: GRAULRI - RICHARD GRAUL</b>							
00013502	04/20/2015	L2084200073	00081590	G15618	Remit # 1 Check Date: 04/20/2015	Check Amount:	43.50
					10-1441-561-000-30-800-000-109-0000	114415618000000	1,395.00
<b>Vendor: GROVEC12 - GROVE CITY AREA SCHOOL DISTRICT</b>							
00013503	04/20/2015	L2084200124	00081625	HALL	Remit # 1 Check Date: 04/20/2015	Check Amount:	1,395.00
					10-3250-330-000-00-000-000-000-SBJ0	330SBJ	51.50
00013503	04/20/2015	L2084200125	00081625	HALL	Remit # 1 Check Date: 04/20/2015	Check Amount:	51.50
					10-3250-330-000-00-000-000-000-SBV0	330SBV	51.50
<b>Vendor: HALIMI - MICHELLE HALL</b>							
00013504	04/20/2015	L2084200044	00081545	HART	Remit # 1 Check Date: 04/20/2015	Check Amount:	103.00
					10-3250-810-000-00-000-000-000-EAJ0	810BAJ	47.00
00013504	04/20/2015	L2084200045	00081545	HART	Remit # 1 Check Date: 04/20/2015	Check Amount:	60.00
					10-3250-810-000-00-000-000-000-BAV0	810BAV	60.00
00013504	04/20/2015	L2084200126	00081618	HART	Remit # 1 Check Date: 04/20/2015	Check Amount:	51.50
					10-3250-330-000-00-000-000-000-SBJ0	330SBJ	51.50
00013504	04/20/2015	L2084200127	00081618	HART	Remit # 1 Check Date: 04/20/2015	Check Amount:	118.50
					10-3250-330-000-00-000-000-000-SBV0	330SBV	118.50
<b>Vendor: HARTJI - JAMES HART</b>							
00013505	04/20/2015	L2084200074	00081533	10047109	Remit # 1 Check Date: 04/20/2015	Check Amount:	277.00
					10-2380-610-000-20-500-000-127-0000	123806105000000	54.00
<b>Vendor: HEINEMED - HEINEMANN</b>							
00013506	04/20/2015	L2084200031	00081540	HERMITAGE BAKERY	Remit # 1 Check Date: 04/20/2015	Check Amount:	54.00
					10-2260-635-000-00-000-000-000-0000	122606350000000	10.50
<b>Vendor: HERMITBA - HERMITAGE BAKERY</b>							
00013507	04/20/2015	L2084200046	00081566	HH EDUCATION	Remit # 1 Check Date: 04/20/2015	Check Amount:	10.50
					10-2834-580-000-00-000-000-000-0000	128345800000000	50.00
<b>Vendor: RHEDUC - HH EDUCATION EVENTS</b>							
00013508	04/20/2015	L2084200004	00080036	HOAGLAND	Remit # 1 Check Date: 04/20/2015	Check Amount:	50.00
					10-2600-538-000-00-000-000-000-0000	126005380000000	50.00
<b>Vendor: HOAGLAWA - WADE HOAGLAND</b>							
00013509	04/20/2015	L2084200147	00080073	HOFFMAN	Remit # 1 Check Date: 04/20/2015	Check Amount:	50.00
					10-2600-538-000-00-000-000-000-0000	126005380000000	312.00
<b>Vendor: HOFFMACO - HOFFMAN COMMUNICATIONS</b>							
00013510	04/20/2015	L2084200128	00081632	10346/10381/9960	Remit # 1 Check Date: 04/20/2015	Check Amount:	312.00
					10-2600-430-000-00-200-000-000-0000	126004302000000	355.00
00013510	04/20/2015	L2084200129	00081632	10346/10381/9960	Remit # 1 Check Date: 04/20/2015	Check Amount:	300.00
					10-2600-430-000-00-500-000-000-0000	126004305000000	120.00
00013510	04/20/2015	L2084200130	00081632	10346/10381/9960	Remit # 1 Check Date: 04/20/2015	Check Amount:	80.00
					10-2600-430-000-00-800-000-000-0000	126004308000000	80.00
00013510	04/20/2015	L2084200131	00081632	10346/10381/9960	Remit # 1 Check Date: 04/20/2015	Check Amount:	855.00
					10-2600-430-000-00-200-000-000-0000	126004302000000	80.00
<b>Vendor: HUUZYYSRE - HUUZY'S REFRIGERATION INC</b>							
00013511	04/20/2015	L2084200096	00081598	7053	Remit # 1 Check Date: 04/20/2015	Check Amount:	148.20
					10-0473-000-000-00-000-000-000-0000	10473	148.20
<b>Vendor: INTERSTA - INTERSTATE TAX SERVICE, INC.</b>							
00013512	04/20/2015	L2084200032	00080549	1826	Remit # 1 Check Date: 04/20/2015	Check Amount:	148.20
					10-2600-430-000-00-000-000-000-0000	126004300000000	180.00
<b>Vendor: JCEH - J.C. EHRLICH CO., INC.</b>							
					Remit # 1 Check Date: 04/20/2015	Check Amount:	180.00

\* Denotes Non-Negotiable Transaction

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00013513	04/20/2015	L2084200005	00080028	J-DASH	10-2600-441-000-000-000-0000	126004410000000	3,500.00
<b>Vendor: JDASHRE - J-DASH REALTY, LLC</b>							
00013514	04/20/2015	L2084200088	00080095	1-19800494095	Remit # 1 Check Date: 04/20/2015	Check Amount:	3,500.00
					10-2600-430-000-000-000-000-0000	126004300000000	1,911.00
<b>Vendor: JOHNSOCO - JOHNSON CONTROLS</b>							
00013515	04/20/2015	L2084200132	00081621	JOHNSON	Remit # 1 Check Date: 04/20/2015	Check Amount:	1,911.00
					10-3250-330-000-000-000-000-BAJ0	330BAJ	51.50
00013515	04/20/2015	L2084200133	00081621	JOHNSON	Remit # 1 Check Date: 04/20/2015	Check Amount:	51.50
					10-3250-330-000-000-000-000-BAV0	330BAV	51.50
<b>Vendor: JOHNSOCR - CORY JOHNSON</b>							
00013516	04/20/2015	L2084200152	00081657	KEYSTONE	Remit # 1 Check Date: 04/20/2015	Check Amount:	103.00
					10-1100-562-000-30-800-000-109-0000	111005628000000	15,575.28
00013516	04/20/2015	L2084200153	00081657	KEYSTONE	Remit # 1 Check Date: 04/20/2015	Check Amount:	19,038.02
					10-1200-562-000-30-800-000-109-0000	112005628000000	19,038.02
<b>Vendor: KEYSTOEDC - KEYSTONE EDUCATION CENTER</b>							
00013517	04/20/2015	L2084200026	00081532	B7919	Remit # 1 Check Date: 04/20/2015	Check Amount:	34,613.30
					10-2380-810-000-20-500-000-127-0000	123808105000000	35.00
<b>Vendor: KEYSTOSTR - KEYSTONE STATE READING ASSOCIATION</b>							
00013518	04/20/2015	L2084200006	00081269	13575	Remit # 1 Check Date: 04/20/2015	Check Amount:	35.00
					10-1100-610-000-30-800-122-137-0000	111006108012200	447.52
00013518	04/20/2015	L2084200007	00081311	14251	Remit # 1 Check Date: 04/20/2015	Check Amount:	69.09
					10-1100-610-000-30-800-150-137-0000	111006108015000	69.09
00013518	04/20/2015	L2084200008	00081355	14887	Remit # 1 Check Date: 04/20/2015	Check Amount:	263.48
					10-2250-610-000-30-800-000-137-0000	122506108000000	263.48
00013518	04/20/2015	L2084200018	00081428	15712	Remit # 1 Check Date: 04/20/2015	Check Amount:	184.26
					10-2380-610-000-20-500-000-127-0000	123806105000000	184.26
00013518	04/20/2015	L2084200019	00081464	16315	Remit # 1 Check Date: 04/20/2015	Check Amount:	204.68
					10-1100-610-212-10-200-000-000-5200	111006102000052	204.68
00013518	04/20/2015	L2084200064	00081515	16753	Remit # 1 Check Date: 04/20/2015	Check Amount:	355.01
					10-1100-610-000-30-800-122-137-0000	111006108012200	355.01
<b>Vendor: KURTZBR - KURTZ BROS.</b>							
00013519	04/20/2015	L2084200047	00081567	LINCOLN PARK	Remit # 1 Check Date: 04/20/2015	Check Amount:	1,524.04
					10-1100-562-000-30-800-000-109-0000	111005628000000	6,276.13
<b>Vendor: LINCOLNPP - THE LINCOLN PARK PERFORMING</b>							
00013520	04/20/2015	L2084200134	00081635	2150180	Remit # 1 Check Date: 04/20/2015	Check Amount:	6,276.13
					10-2600-610-000-00-000-000-0000	126006100000000	313.60
<b>Vendor: LOWRYMOC - LOWRY MOBILE COMMUNICATIONS</b>							
00013521	04/20/2015	L2084200027	00081524	5607	Remit # 1 Check Date: 04/20/2015	Check Amount:	313.60
					10-3210-513-000-00-800-000-137-0000	132105138000000	59.95
00013521	04/20/2015	L2084200048	00081546	5532	Remit # 1 Check Date: 04/20/2015	Check Amount:	151.80
					10-3250-513-000-00-000-000-000-WRV0	513WRV	151.80
<b>Vendor: LUMPRRE - LUMPP RENT-A-CAR INC</b>							
00013522	04/20/2015	L2084200049	00081549	13318/13967/1391	Remit # 1 Check Date: 04/20/2015	Check Amount:	211.75
					10-1100-610-000-30-800-121-137-0000	111006108012100	367.35
<b>Vendor: MARKSMU - MARKS MUSIC</b>							
00013523	04/20/2015	L2084200154	00081660	11060225	Remit # 1 Check Date: 04/20/2015	Check Amount:	367.35
					10-1100-610-000-30-800-180-137-0000	111006108018000	25.46
<b>Vendor: MATHESTRI - MATHESON TRI-GAS INC</b>							
00013524	04/20/2015	L2084200009	00080419	MEL GRATA	Remit # 1 Check Date: 04/20/2015	Check Amount:	25.46
					10-1200-442-890-00-000-000-000-5900	112004420000059	300.00

\* Denotes Non-Negotiable Transaction

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
<b>Vendor: MELGRC - MEL GRATA CHEVROLET</b>							
00013525	04/20/2015	L2084200155	00081655	MERCER AREA SD	Remit # 1 Check Date: 04/20/2015	Check Amount:	300.00
					10-2360-580-000-00-000-000-0000	1236058000000000	192.86
<b>Vendor: MERCERARS - MERCER AREA SCHOOL DISTRICT</b>							
00013526	04/20/2015	L2084200097	00081611	AHY-601441003	Remit # 1 Check Date: 04/20/2015	Check Amount:	192.86
					10-2440-529-000-00-000-000-0000	1244052900000000	98.00
<b>Vendor: MERCERCO - MERCER CONSUMER</b>							
00013527	04/20/2015	L2084200010	00080044	MCCC	Remit # 1 Check Date: 04/20/2015	Check Amount:	98.00
					10-1390-564-000-30-800-000-000-0000	1139056480000000	19,975.00
<b>Vendor: MERCERCOC - MERCER COUNTY CAREER CENTER</b>							
00013528	04/20/2015	L2084200050	00081568	MCHF	Remit # 1 Check Date: 04/20/2015	Check Amount:	19,975.00
					10-3250-540-000-00-000-000-AD00	540AD	200.00
<b>Vendor: MERCERCOH - MERCER COUNTY HALL OF FAME</b>							
00013529	04/20/2015	L2084200065	00081271	39285	Remit # 1 Check Date: 04/20/2015	Check Amount:	200.00
					10-3250-610-000-00-000-000-TRV0	610TRV	3,591.50
<b>Vendor: MEATHCO - M-F ATHLETIC COMPANY</b>							
00013530	04/20/2015	L2084200051	00081569	CUR3216	Remit # 1 Check Date: 04/20/2015	Check Amount:	3,591.50
					10-3210-513-000-00-800-000-137-0000	1321051380000000	528.74
00013530	04/20/2015	L2084200052	00081579	S500230	10-1200-322-000-10-200-000-109-0000	1120032220000000	6,767.40
00013530	04/20/2015	L2084200053	00081579	S500230	10-1200-322-000-30-800-000-109-0000	1120032228000000	901.25
00013530	04/20/2015	L2084200075	00081588	S500264	10-5800-322-000-00-000-000-109-0000	1580032200000000	24,322.00
00013530	04/20/2015	L2084200098	00081613	CUR3232	10-3210-513-000-00-800-000-000-4500	1321051380000045	85.71
00013530	04/20/2015	L2084200099	00081612	S500272	10-1200-322-000-10-200-000-109-0000	1120032220000000	350.00
00013530	04/20/2015	L2084200100	00081610	DE4122	10-1100-322-000-30-800-000-109-0000	1110032228000000	1,597.36
<b>Vendor: MIUIV - MIDWESTERN IU IV</b>							
00013531	04/20/2015	L2084200054	00081550	MOON	Remit # 1 Check Date: 04/20/2015	Check Amount:	34,552.46
					10-3210-580-000-30-800-000-137-0000	1321058080000000	127.73
<b>Vendor: MOONJA - JACOB MOON</b>							
00013532	04/20/2015	L2084200011	00080029	NAGLE	Remit # 1 Check Date: 04/20/2015	Check Amount:	127.73
					10-2430-330-000-20-500-000-000-0000	1243033050000000	80.11
<b>Vendor: NAGLEHOJ - HOWARD J. NAGLE</b>							
00013533	04/20/2015	L2084200020	00081435	01013833299	Remit # 1 Check Date: 04/20/2015	Check Amount:	80.11
					10-3210-610-000-00-500-000-127-0000	1321061050000000	1,240.70
<b>Vendor: NJHS - NASSP</b>							
00013534	04/20/2015	L2084200033	00081495	51107987	Remit # 1 Check Date: 04/20/2015	Check Amount:	1,240.70
					10-2360-610-000-00-000-000-0000	1236061000000000	50.80
00013534	04/20/2015	L2084200066	00081512	51107987	10-3250-610-000-00-000-000-AD00	610AD	176.00
00013534	04/20/2015	L2084200076	00081541	51107987	10-1100-438-000-30-800-000-137-0000	1110043880000000	18.18
00013534	04/20/2015	L2084200077	00081517	51107987	10-2380-610-000-30-800-000-137-0000	1238061080000000	24.41
<b>Vendor: OFFICEDE - OFFICE DEPOT</b>							
00013535	04/20/2015	L2084200135	00081631	OLIVER	Remit # 1 Check Date: 04/20/2015	Check Amount:	269.39
					10-2270-240-000-10-200-000-000-0000	1227024020000000	720.00

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Check Amount:	Check Amount:	Expended Amt
Vendor: OLIVERLI - LISA OLIVER LAPIKAS									
00013536	04/20/2015	L2084200055	00081570	PA CYBER CHARTER	Remit # 1 Check Date: 04/20/2015	10-1100-562-000-30-800-000-109-0000	111005628000000	1,636.41	1,636.41
Vendor: PACCS - PENNSYLVANIA CYBER CHARTER SCHOOL									
00013537	04/20/2015	L2084200146	00081499	22039478	Remit # 1 Check Date: 04/20/2015	10-0482-000-000-000-000-000-0000	10482	1,636.41	242.37
Vendor: PATCAC - PAT CATAN CRAFTS									
00013538	04/20/2015	L2084200078	00081527	242820	Remit # 1 Check Date: 04/20/2015	10-1100-610-000-10-200-000-117-0000	111006102000000	242.37	99.00
Vendor: PEAP - PEAP									
00013539	04/20/2015	L2084200021	00081466	10144940	Remit # 1 Check Date: 04/20/2015	10-2140-610-000-000-000-000-0000	121406100000000	99.00	114.55
Vendor: PEARSON - PEARSON									
00013540	04/20/2015	L2084200101	00081600	PJAS	Remit # 1 Check Date: 04/20/2015	10-3210-810-000-00-500-000-127-0000	132108105000000	114.55	1,380.00
00013540	04/20/2015	L2084200102	00081600	PJAS	Remit # 1 Check Date: 04/20/2015	10-3210-810-000-00-800-000-137-0000	132108108000000	1,150.00	1,150.00
Vendor: PJASREG - PJAS REGION 9									
00013541	04/20/2015	L2084200136	00081624	PROKAY	Remit # 1 Check Date: 04/20/2015	10-3250-330-000-00-000-000-BAJ0	330BAJ	2,530.00	51.50
00013541	04/20/2015	L2084200137	00081624	PROKAY	Remit # 1 Check Date: 04/20/2015	10-3250-330-000-00-000-000-BAV0	330BAV	51.50	51.50
Vendor: PROKAYMI - MICHAEL PROKAY									
00013542	04/20/2015	L2084200056	00081571	PSERS	Remit # 1 Check Date: 04/20/2015	10-1100-230-000-30-800-000-000-0000	111002308000000	103.00	6.70
Vendor: PSERS - PUBLIC SCHOOL EMPLOYEES									
00013543	04/20/2015	L2084200057	00081572	1878	Remit # 1 Check Date: 04/20/2015	10-0474-000-000-00-000-000-0000	10474	6.70	11,754.00
Vendor: RALPHCM - RALPH C. MEHLER INSURANCE									
00013544	04/20/2015	L2084200022	00081091	10950	Remit # 1 Check Date: 04/20/2015	10-0481-000-000-00-000-000-0000	10481	11,754.00	250.00
00013544	04/20/2015	L2084200023	00081091	10950	Remit # 1 Check Date: 04/20/2015	10-0486-000-000-00-000-000-0000	10486	1,250.00	1,250.00
00013544	04/20/2015	L2084200024	00081091	10950	Remit # 1 Check Date: 04/20/2015	10-3210-610-000-00-200-000-117-0000	132106102000000	950.00	950.00
Vendor: READTOT - READ TO THEM INC									
00013545	04/20/2015	L2084200103	00081602	02101814	Remit # 1 Check Date: 04/20/2015	10-2310-540-000-00-000-000-0000	123105400000000	2,450.00	108.50
Vendor: RECORD - THE RECORD-ARGUS									
00013546	04/20/2015	L2084200058	00081547	REGULA	Remit # 1 Check Date: 04/20/2015	10-3250-810-000-00-000-000-SBJ0	810SBJ	108.50	47.00
00013546	04/20/2015	L2084200059	00081547	REGULA	Remit # 1 Check Date: 04/20/2015	10-3250-810-000-00-000-000-SBV0	810SBV	60.00	60.00
Vendor: REGULADA - DAVE REGULA									
00013547	04/20/2015	L2084200138	00081637	22451	Remit # 1 Check Date: 04/20/2015	10-2600-610-000-00-000-000-0000	126006100000000	107.00	2,646.13
Vendor: RICHTU - RICH TURIAN									
00013548	04/20/2015	L2084200012	00080037	ROBERTS	Remit # 1 Check Date: 04/20/2015	10-2600-538-000-00-000-000-0000	126005380000000	2,646.13	50.00

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
<b>Vendor: ROBERTJAL - JAIME L. ROBERTS</b>							
00013549	04/20/2015	L2084200037	00080862	14-86044	Remit # 1 Check Date: 04/20/2015	Check Amount:	50.00
					10-1100-610-212-30-800-000-000-5200	111006108000052	256.22
<b>Vendor: ROBOTMAP - THE ROBOT MARKET PLACE</b>							
00013550	04/20/2015	L2084200139	00081633	158567	Remit # 1 Check Date: 04/20/2015	Check Amount:	256.22
					10-2600-430-000-00-000-000-000-0000	126004300000000	818.30
<b>Vendor: ROTHER - ROTH BROS., INC.</b>							
00013551	04/20/2015	L2084200028	00081519	38	Remit # 1 Check Date: 04/20/2015	Check Amount:	818.30
					10-3210-635-000-20-500-000-127-0000	132106355000000	460.86
00013551	04/20/2015	L2084200104	00081606	42	10-3210-635-000-20-500-000-127-0000	132106355000000	39.47
00013551	04/20/2015	L2084200105	00081595	40/43/44/47/41	10-2260-635-000-00-000-000-000-0000	122606350000000	18.40
00013551	04/20/2015	L2084200106	00081595	40/43/44/47/41	10-2310-635-000-00-000-000-000-0000	123106350000000	307.46
00013551	04/20/2015	L2084200107	00081595	40/43/44/47/41	10-2360-635-000-00-000-000-000-0000	123606350000000	81.19
00013551	04/20/2015	L2084200140	00081620	49	10-3250-635-000-00-000-000-000-VB70	635VB7	267.00
00013551	04/20/2015	L2084200141	00081620	49	10-3250-635-000-00-000-000-000-VB80	635VB8	267.00
<b>Vendor: SASDCAF - SHARPSVILLE AREA SCHOOL DIST.</b>							
00013552	04/20/2015	L2084200079	00080096	8103982831	Remit # 1 Check Date: 04/20/2015	Check Amount:	1,441.38
					10-2600-430-000-00-500-000-000-0000	126004305000000	863.58
<b>Vendor: SCHINDEL - SCHINDLER ELEVATOR CORP.</b>							
00013553	04/20/2015	L2084200029	00081417	10724222	Remit # 1 Check Date: 04/20/2015	Check Amount:	863.58
					10-1100-610-000-20-500-150-127-0000	111006105015000	79.46
<b>Vendor: SCHOLA - SCHOLASTIC, INC.</b>							
00013554	04/20/2015	L2084200060	00081433	89216	Remit # 1 Check Date: 04/20/2015	Check Amount:	79.46
					10-2250-648-000-20-500-000-127-0000	122506485000000	446.95
<b>Vendor: SCHOOLMEA - SCHOOL MEDIA ASSOCIATES</b>							
00013555	04/20/2015	L2084200013	00080045	SHANNON	Remit # 1 Check Date: 04/20/2015	Check Amount:	446.95
					10-2600-538-000-00-000-000-000-0000	126005380000000	50.00
<b>Vendor: SHANNOAM - AMANDA SHANNON</b>							
00013556	04/20/2015	L2084200108	00081603	219315	Remit # 1 Check Date: 04/20/2015	Check Amount:	50.00
					10-2310-540-000-00-000-000-000-0000	123105400000000	185.70
<b>Vendor: SHARONHE - SHARON HERALD CO.</b>							
00013557	04/20/2015	L2084200109	00081594	2015-1	Remit # 1 Check Date: 04/20/2015	Check Amount:	185.70
					10-2600-340-000-00-000-000-000-0000	126003400000000	9,019.52
00013557	04/20/2015	L2084200142	00081619	2015	10-3250-330-000-00-000-000-000-AD00	330AD	1,851.92
<b>Vendor: SHARPSPOD - SHARPSVILLE POLICE DEPARTMENT</b>							
00013558	04/20/2015	L2084200034	00080022	312758/312908	Remit # 1 Check Date: 04/20/2015	Check Amount:	10,871.44
					10-2600-430-000-00-000-000-000-0000	126004300000000	825.00
<b>Vendor: SONITRES - SONITROL SECURITY SYSTEMS</b>							
00013559	04/20/2015	L2084200061	00081573	32015	Remit # 1 Check Date: 04/20/2015	Check Amount:	825.00
					10-2330-618-000-00-000-000-000-0000	123306180000000	150.00
<b>Vendor: SOUTHPY2 - SOUTH PYMATUNING TOWNSHIP</b>							
00013560	04/20/2015	L2084200036	00081388	107758	Remit # 1 Check Date: 04/20/2015	Check Amount:	150.00
					10-3250-761-000-00-000-000-000-TRV0	761TRV	8,900.00

\* Denotes Non-Negotiable Transaction

# Fund Accounting Check Register

GENERAL FUND - From 04/20/2015 To 04/20/2015

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00013560	04/20/2015	L2084200067	00081346	107498	10-3250-610-000-000-000-SBV0	610SBV	952.00
<b>Vendor: SPORTIGO - SPORTING GOODS, INC.</b>							
00013561	04/20/2015	L2084200014	00080469	STA	Remit # 1 Check Date: 04/20/2015	Check Amount:	9,852.00
00013561	04/20/2015	L2084200080	00081586	6609	10-2700-513-000-000-000-000-3600	1270051300000036	47,715.57
00013561	04/20/2015	L2084200081	00081510	6561	10-1200-390-890-000-000-000-5900	1120039000000059	1,492.24
00013561	04/20/2015	L2084200082	00081509	6562	10-3210-513-000-000-800-000-137-0000	1321051380000000	216.65
00013561	04/20/2015	L2084200083	00081348	6574	10-3210-513-000-000-800-000-137-0000	1321051380000000	145.69
00013561	04/20/2015	L2084200084	00081334	6564	10-3210-513-000-000-800-000-137-0000	1321051380000000	216.65
00013561	04/20/2015	L2084200143	00081622	6583	10-3210-513-000-000-800-000-137-0000	1321051380000000	291.38
<b>Vendor: STA - STA OF PENNSYLVANIA, INC.</b>							
00013562	04/20/2015	L2084200085	00080050	5065086	Remit # 1 Check Date: 04/20/2015	Check Amount:	50,294.83
<b>Vendor: SUBSCRSE - SUBSCRIPTION SERVICES</b>							
00013563	04/20/2015	L2084200017	00080030	TESONE	10-2250-610-000-20-500-000-127-0000	1225061050000000	443.49
00013563	04/20/2015	L2084200062	00081577	TESONE	Remit # 1 Check Date: 04/20/2015	Check Amount:	443.49
<b>Vendor: TESONEROJ - ROBERT J. TESONE</b>							
00013564	04/20/2015	L2084200144	00081627	TONEY	10-2350-330-000-000-000-000-0000	1235033000000000	583.33
<b>Vendor: TONEYJE - JENNIFER TONEY</b>							
00013565	04/20/2015	L2084200030	00081536	705074	10-2350-330-000-000-000-000-0000	1235033000000000	843.75
<b>Vendor: TRICOUINI - TRI-COUNTY INDUSTRIES INC</b>							
00013566	04/20/2015	L2084200089	00081467	1040	Remit # 1 Check Date: 04/20/2015	Check Amount:	1,427.08
00013566	04/20/2015	L2084200090	00081467	1040	10-2270-580-000-10-200-000-000-0000	1227058020000000	62.64
<b>Vendor: TRUEPR - TRUE PROGRESS</b>							
00013567	04/20/2015	L2084200086	00081535	108230	Remit # 1 Check Date: 04/20/2015	Check Amount:	62.64
<b>Vendor: USSCS - US SCHOOL SUPPLY INC</b>							
00013568	04/20/2015	L2084200015	00080038	VANNOY	10-2600-411-000-000-000-000-0000	1260041100000000	785.00
00013568	04/20/2015	L2084200110	00081592	VANNOY	Remit # 1 Check Date: 04/20/2015	Check Amount:	785.00
<b>Vendor: VANNOYJO - JOHN VANNOY</b>							
00013569	04/20/2015	L2084200068	00081518	80293438	10-1100-648-000-10-200-000-402-6100	1110064820000061	2,700.00
<b>Vendor: WARDNAS - WARD'S NATURAL SCIENCE EST LLC</b>							
00013570	04/20/2015	L2084200145	00081628	WELCH	10-1100-648-000-20-500-000-402-6100	1110064850000061	2,250.00
<b>Vendor: WELCHDA - DAVID WELCH</b>							
00013570	04/20/2015	L2084200145	00081628	WELCH	Remit # 1 Check Date: 04/20/2015	Check Amount:	4,950.00
00013570	04/20/2015	L2084200145	00081628	WELCH	10-1243-610-000-10-200-000-117-0000	1124361020000000	54.45
<b>Vendor: WELCHDA - DAVID WELCH</b>							
00013570	04/20/2015	L2084200145	00081628	WELCH	Remit # 1 Check Date: 04/20/2015	Check Amount:	54.45
00013570	04/20/2015	L2084200145	00081628	WELCH	10-2600-538-000-000-000-000-0000	1260053800000000	25.00
00013570	04/20/2015	L2084200145	00081628	WELCH	10-2834-580-000-000-000-000-0000	1283458000000000	135.80
<b>Vendor: VANNOYJO - JOHN VANNOY</b>							
00013569	04/20/2015	L2084200068	00081518	80293438	Remit # 1 Check Date: 04/20/2015	Check Amount:	160.80
<b>Vendor: WARDNAS - WARD'S NATURAL SCIENCE EST LLC</b>							
00013570	04/20/2015	L2084200145	00081628	WELCH	10-1100-610-000-30-800-180-137-0000	1110061080180000	260.92
00013570	04/20/2015	L2084200145	00081628	WELCH	Remit # 1 Check Date: 04/20/2015	Check Amount:	260.92
00013570	04/20/2015	L2084200145	00081628	WELCH	10-2270-580-000-10-200-000-000-0000	1227058020000000	14.50
<b>Vendor: WELCHDA - DAVID WELCH</b>							
00013570	04/20/2015	L2084200145	00081628	WELCH	Remit # 1 Check Date: 04/20/2015	Check Amount:	14.50

\* Denotes Non-Negotiable Transaction

P - Prenote

d - Direct Deposit

c - Credit Card Payment

# - Payable Transaction

04/17/2015 11:31:15 AM

Sharpville Area School District

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# Fund Accounting Check Register

GENERAL FUND - From 04/20/2015 To 04/20/2015

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00013571	04/20/2015	L2084200016	00081427	36472	10-2380-550-000-20-500-000-127-0000	1238055050000000	220.00
Vendor: WHITEHEA - WHITEHEAD-EAGLE CORPORATION							
00013572	04/20/2015	L2084200087	00081530	602652	10-2380-751-000-20-500-000-127-0000	1238075150000000	220.00
Vendor: WORTHIDI - WORTHINGTON DIRECT							
					Remit # 1 Check Date: 04/20/2015	Check Amount:	376.83
					Remit # 1 Check Date: 04/20/2015	Check Amount:	376.83
					10-GENERAL FUND	241,733.91	
					Grand Total Manual Checks :	0.00	
					Grand Total Regular Checks :	241,733.91	
					Grand Total Direct Deposits:	0.00	
					Grand Total Credit Card Payments:	0.00	
					Grand Total All Checks :	241,733.91	

# Fund Accounting Check Register

CAP RESERVE CHECKING - From 03/01/2015 To 03/31/2015

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00001218	03/12/2015	L2081000001	00081492	BOROUGH	32-4600-330-000-00-000-000-0000	34600330	2,003.00
Vendor: BOROUGH - BOROUGH OF SHARPSVILLE							
00001219	03/12/2015	L2081000002	00081493	RICHARDSON	32-4600-330-000-00-000-000-0000	34600330	2,003.00
Vendor: RICHARINS - RICHARDSON INSPECTION SERVICES							
					Remit # 1 Check Date: 03/12/2015	Check Amount:	2,580.00
					32-CAPITAL RESERVE FUND		4,583.00
					Grand Total Manual Checks :	0.00	
					Grand Total Regular Checks :	4,583.00	
					Grand Total Direct Deposits:	0.00	
					Grand Total Credit Card Payments:	0.00	
					Grand Total All Checks :	4,583.00	

# Fund Accounting Check Register

CAP RESERVE CHECKING - From 04/20/2015 To 04/20/2015

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expend Amt
00001220	04/20/2015	L2106300001	00081654	2	32-4200-390-000-00-000-000-000-0000	34200390	75.00
Vendor: WALTZCO - MOURICE WALTZ PLANNER & CONSULTANT							
Remit # 1 Check Date: 04/20/2015 Check Amount: 75.00							
32-CAPITAL RESERVE FUND							
Grand Total Manual Checks : 0.00							
Grand Total Regular Checks : 75.00							
Grand Total Direct Deposits: 0.00							
Grand Total Credit Card Payments: 0.00							
Grand Total All Checks : 75.00							

**SHARPSVILLE AREA MIDDLE SCHOOL  
STUDENT ACTIVITY ACCOUNT**

**MARCH 2015**

	Month to Date	Year To Date
Beginning Balance	\$4,242.95	\$4,689.43
Total Receipts	\$0.04	5,605.95
Disbursements:		
Total Disbursements	<u>0.00</u>	<u>6,052.39</u>
Ending Balance	<u>\$4,242.99</u>	<u>\$4,242.99</u>

**BANK RECONCILIATION:**

Bank Statement Balance	\$4,298.33
Plus Deposits in Transit	
Less Outstanding Checks	<u>-55.34</u>
Total	<u>\$4,242.99</u>

Activity	Beginning Balance	Receipts	Expenses	Ending Balance
Cheerleading	664.34			664.34
National Junior Honor Society	654.05	0.02		654.07
Student Council	2,922.84	0.02		2,922.86
Yearbook	1.72			<u>1.72</u>
	<u>\$4,242.95</u>	<u>\$0.04</u>	<u>\$0.00</u>	<u>\$4,242.99</u>





# Student Activity Account Summary

From 03/01/2015 to 03/31/2015

## Fund 81 - ACTIVITY FUND

Activity Fund	Beginning Balance 03/01/2015	Received	Expanded	Adjustments	Ending Balance 03/31/2015
2015 CLASS OF 2015	2,298.58	0.00	0.00	0.00	2,298.58
2016 CLASS OF 2016	3,508.86	0.00	734.48	0.00	2,774.38
2017 CLASS OF 2017	683.35	-1,305.12	0.00	0.00	1,988.47
2018 CLASS OF 2018	931.00	0.00	0.00	0.00	931.00
BBBC BBB CHEERLEADERS	0.00	-1,122.00	1,122.00	0.00	0.00
CHES	71.42	0.00	0.00	0.00	71.42
CHOI CHOIR	0.50	0.00	0.00	0.00	0.50
DADV DEVILS ADVOCATE	107.34	0.00	0.00	0.00	107.34
DLOG DEVILS LOG	6,462.12	-1,061.77	1,679.11	0.00	5,864.78
ENGI ENGINEERING CLUB	220.10	0.00	0.00	0.00	220.10
FBCH FOOTBALL CHEERLEADERS	214.24	0.00	0.00	0.00	214.24
FCCL FAM CAREER & COM LEADER	0.00	-512.00	507.50	0.00	4.50
INTE INTEREST	2.02	-0.38	0.00	0.00	2.40
NHEL NATURAL HELPERS	2,056.68	0.00	27.52	0.00	2,029.16
NHSO NATIONAL HONOR SOCIETY	1,790.00	0.00	0.00	0.00	1,790.00
ROBO ROBOTICS CLUB	1,710.49	0.00	0.00	0.00	1,710.49
SCIE SCIENCE CLUB	1,025.74	-34.00	9.97	0.00	1,049.77
SFCH STUDENTS FOR CHARITY	634.26	0.00	0.00	0.00	634.26
SPAN SPANISH CLUB	1,112.79	-414.75	909.68	0.00	617.86
STUC STUDENT COUNCIL	2,191.56	0.00	0.00	0.00	2,191.56
TECH TECHNOLOGY CLUB	154.75	0.00	0.00	0.00	154.75
TEEN TEENS THAT CARE	4,742.00	0.00	0.00	0.00	4,742.00
THES THESPIANS	4,173.18	-7,564.00	5,012.75	0.00	6,724.43
TRAC TRACK CLUB	3,741.32	-4,223.00	0.00	0.00	7,964.32
WRCH WRESTLING CHEERLEADERS	455.70	-366.00	639.00	0.00	182.70

## Fund 81 - ACTIVITY FUND

Fund Totals:	38,308.00	-16,603.02	10,642.01	0.00	44,269.01
Grand Totals:	38,308.00	-16,603.02	10,642.01	0.00	44,269.01

# Student Activity Account Detail

From 03/01/2015 to 03/31/2015

fastudet

Fund 81 - ACTIVITY FUND 2015-CLASS OF 2015

Date Trans No. Vendor Name

Check No. Description

Exp/Rec Amount

81-0496-000-000-00-800-000-000-2015 {Inactive with budget}

Beginning balance:	2,298.58
Received:	0.00
Expended:	0.00
Adjustments:	0.00
Ending balance:	2,298.58

# Student Activity Account Detail

From 03/01/2015 to 03/31/2015

fastudet

Fund 81 - ACTIVITY FUND 2016-CLASS OF 2016

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
81-0496-000-000-000-000-2016					
03/10/2015	C2079800001	ORIENTAL TRADING CO	00003881	2015 Prom Gifts	593.82
03/24/2015	C2087900001	MARTHA SMITH	00003893	Reimbursement Prom Decorations	140.66
				Beginning balance:	3,508.86
				Received:	0.00
				Expended:	734.48
				Adjustments:	0.00
				Ending balance:	2,774.38

# Student Activity Account Detail

fastudet

From 03/01/2015 to 03/31/2015

Fund 81 - ACTIVITY FUND 2017-CLASS OF 2017

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
<b>81-0496-000-00-800-000-000-2017</b>					
03/12/2015	R2080800002			smelly pencils	-442.61
03/16/2015	R2082900001			Smelly Pencils	-372.76
03/24/2015	R2088100004			Smelly Pencils	-292.45
03/31/2015	R2092600004			Smelly Pencils	-197.30
Beginning balance:					683.35
Received:					-1,305.12
Expended:					0.00
Adjustments:					0.00
Ending balance:					1,988.47

# Student Activity Account Detail

fastudet

From 03/01/2015 to 03/31/2015

Fund 81 - ACTIVITY FUND 2018-CLASS OF 2018

Date	Trans No.	Vendor Name	Check No.	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-2018		(Inactive)			

Beginning balance: 931.00  
 Received: 0.00  
 Expended: 0.00  
 Adjustments: 0.00  
 Ending balance: 931.00

# Student Activity Account Detail

From 03/01/2015 to 03/31/2015

fastudet

Fund 81 - ACTIVITY FUND			BBBC-BBB CHEERLEADERS		Check No.	Description	Exp/Rec Amount
Date	Trans. No.	Vendor Name					
81-0496-000-000-00-800-000-000-BBBC							
03/16/2015	R2082900007			00003883	TV Raffle and Parent Portion	-1,122.00	-1,122.00
03/17/2015	C2082900001	SPORTING GOODS, INC.			Cheerleading Attire	1,122.00	1,122.00
					Beginning balance:	0.00	0.00
					Received:	-1,122.00	-1,122.00
					Expended:	1,122.00	1,122.00
					Adjustments:	0.00	0.00
					Ending balance:	0.00	0.00

# Student Activity Account Detail

fastudet

From 03/01/2015 to 03/31/2015

Fund 81 - ACTIVITY FUND CHES-CHES

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

81-0496-000-000-00-800-000-000-CHES (Inactive with budget)

Beginning balance:	71.42
Received:	0.00
Expended:	0.00
Adjustments:	0.00
Ending balance:	71.42

# Student Activity Account Detail

From 03/01/2015 to 03/31/2015

fastudet

Fund 81 - ACTIVITY FUND      CHOI-CHOIR

Date      Trans. No.      Vendor Name

Check No.      Description

Exp/Rec Amount

81-0496-000-000-00-800-000-000-CHOI (Inactive with budget)

Beginning balance:      0.50  
 Received:      0.00  
 Expended:      0.00  
 Adjustments:      0.00  
 Ending balance:      0.50



# Student Activity Account Detail

fastudet

From 03/01/2015 to 03/31/2015

Fund 81 - ACTIVITY FUND DADV-DEVILS ADVOCATE

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-DADV				(Inactive with budget)	
				Beginning balance:	107.34
				Received:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending balance:	107.34

# Student Activity Account Detail

From 03/01/2015 to 03/31/2015

fastudet

Fund 81 - ACTIVITY FUND DLOG-DEVILS LOG

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

81-0496-000-000-00-800-000-000-DLOG

03/16/2015	R2082800006			yearbook sales	-122.42
03/23/2015	C2087200001	DAFFIN'S	00003891	Easter Candy Fundraiser	557.29
03/23/2015	C2087200002	WALSORTH PUBLISHING COMPANY	00003892	2014 Yearbook Supplement	1,121.82
03/24/2015	R2088100005			yearbook sales	-165.00
03/27/2015	R2091600002			Daffins Easter Fundraiser	-614.35
05/27/2015	R2091600003			senior ads	-50.00
03/27/2015	R2091600004			yearbook sales	-55.00
03/31/2015	R2092600005			yearbook sales	-55.00
Beginning balance:					6,482.12
Received:					-1,061.77
Expended:					1,679.11
Adjustments:					0.00
Ending balance:					5,864.78

# Student Activity Account Detail

fastudet

From 03/01/2015 to 03/31/2015

Fund 81 - ACTIVITY FUND ENGI-ENGINEERING CLUB

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-ENGI		(Inactive)			
				Beginning balance:	220.10
				Received:	0.00
				Expended:	9.00
				Adjustments:	0.00
				Ending balance:	220.10

# Student Activity Account Detail

From 03/01/2015 to 03/31/2015

fastudet

FUND 81 - ACTIVITY FUND FBCH-FOOTBALL CHEERLEADERS

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-FBCH				(Inactive with budget)	
				Beginning balance:	214.24
				Received:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending balance:	214.24

# Student Activity Account Detail

fastudet

From 03/01/2015 to 03/31/2015

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

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-FCCL					
03/24/2015	R2088100003			Daffin's Candy Bars Sales	-440.00
03/24/2015	C2088300001	PA FCCLA	00003894	FCCLA Regional Conference	125.00
03/31/2015	R2092600003			daffin's candy bars	-72.00
03/31/2015	C2093600001	DAFFIN'S CANDIES	00003896	17 Cases of Candy Bars	382.50
Beginning balance:					0.00
Received:					-512.00
Expended:					507.50
Adjustments:					0.00
Ending balance:					4.50

# Student Activity Account Detail

From 03/01/2015 to 03/31/2015

fastudet

Fund 81 - ACTIVITY FUND INTE-INTEREST

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-INTE					
03/31/2015	R2098800001			INTEREST	-0.38
				Beginning balance:	2.02
				Received:	-0.38
				Expended:	0.00
				Adjustments:	0.00
				Ending balance:	2.40

# Student Activity Account Detail

From 03/01/2015 to 03/31/2015

fastudet

Fund 81 - ACTIVITY FUND NHEL-NATURAL HELPERS

Date Trans. No. Vendor Name

Check No Description

Exp/Rec Amount

81-0496-000-000-00-800-000-000-NHEL

03/20/2015 02085700001 AMY SLOAN

00003889 Reimbursement - 8th grade Fundraiser

27.52

Beginning balance: 2,056.68  
 Received: 0.00  
 Expended: 27.52  
 Adjustments: 0.00  
 Ending balance: 2,029.16

# Student Activity Account Detail

fastudet

From 03/01/2015 to 03/31/2015

Fund 81 - ACTIVITY FUND NISO-NATIONAL HONOR SOCIETY

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-NHSO				(Inactive with budget)	
				Beginning balance:	1,790.00
				Received:	0.00
				Expended:	0.00
				Adjustments:	9.00
				Ending balance:	1,790.00



# Student Activity Account Detail

From 03/01/2015 to 03/31/2015

fastudet

Fund 81 - ACTIVITY FUND ROBO-ROBOTICS CLUB

Date	Trans	No.	Vendor Name	Check No.	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-ROBO			(Inactive with budget)			
					Beginning balance:	1,710.49
					Received:	0.00
					Expended:	0.00
					Adjustments:	0.00
					Ending balance:	1,710.49

# Student Activity Account Detail

From 03/01/2015 to 03/31/2015

fastudet

Fund 81 - ACTIVITY FUND SCIE-SCIENCE CLUB

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-SCIE					
03/18/2015	C2084000003	BRITTANY LUTHERAN	00003886	Reimbursement - Science Olympiad	9.97
03/24/2015	P2088100008			t-shirt sales	-34.00
				Beginning balance:	1,025.74
				Received:	-34.00
				Expended:	9.97
				Adjustments:	0.00
				Ending balance:	1,049.77

# Student Activity Account Detail

fastudet

From 03/01/2015 to 03/31/2015

Fund 81 - ACTIVITY FUND SFCH-STUDENTS FOR CHARITY

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-SFCH (Inactive with budget)					
				Beginning balance:	634.26
				Received:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending balance:	634.26

# Student Activity Account Detail

From 03/01/2015 to 03/31/2015

fastudet

Fund 81 - ACTIVITY FUND SPAN-SPANISH CLUB

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-SPAN					
03/05/2015	R2076300005			candy sales and gateway clipper	-88.75
03/10/2015	C2080100001	TISA RILEY	00003882	Refund -- Gateway Clipper Ticket (May	39.00
03/12/2015	R2080800003			Clipper and Candy Sales	-39.00
03/17/2015	R2083400001			Clipper Payments and Candy Sale	-94.00
03/26/2015	C2089600001	GATEWAY CLIPPER FLEET	00003895	Balance 5/28/15 Spanish Cruise -	870.68
03/31/2015	R2092600001			candy sales	-193.00
Beginning balance:					1,112.79
Received:					-414.75
Expended:					909.68
Adjustments:					0.00
Ending balance:					617.86

# Student Activity Account Detail

fastudet

From 03/01/2015 to 03/31/2015

Fund 81 - ACTIVITY FUND STUC-STUDENT COUNCIL

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
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81-0496-000-000-800-000-000-STUC (Inactive with budget)

Beginning balance: 2,191.56  
 Received: 0.00  
 Expended: 0.00  
 Adjustments: 0.00  
 Ending balance: 2,191.56

# Student Activity Account Detail

From 03/01/2015 to 03/31/2015

fastudet

Fund 81 - ACTIVITY FUND      TECH-TECHNOLOGY CLUB

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-TECH		(Inactive with budget)			

Beginning balance: 154.75  
 Received: 0.00  
 Expended: 0.00  
 Adjustments: 0.00  
 Ending balance: 154.75

# Student Activity Account Detail

fastudet

From 03/01/2015 to 03/31/2015

Fund 81 - ACTIVITY FUND TEEN-TEENS THAT CARE

Date Trans. No. Vendor Name Check No. Description Exp/Rec Amount

81-0496-000-000-00-800-000-000-TEEN (Inactive with budget)

Beginning balance: 4,742.00  
 Received: 0.00  
 Expended: 0.00  
 Adjustments: 0.00  
 Ending balance: 4,742.00

# Student Activity Account Detail

From 03/01/2015 to 03/31/2015

fastudet

Fund 81 - ACTIVITY FUND THES-THESPIANS

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-THES					
03/03/2015	C2074100001	TIMOTHY J DADICH	00003871	Start Up Cash - Spring Musical	500.00
03/03/2015	C2074100002	NATHAN DAUBENSPECK	00003872	Pit Musician - Footloose	300.00
03/03/2015	C2074100003	RON GEORGE	00003873	Pit Musician - Footloose	300.00
03/03/2015	C2074100004	BRANDON KAUFMAN	00003874	Pit Musician - Footloose	300.00
03/03/2015	C2074100005	JON PAPA	00003875	Pit Musician - Footloose	300.00
03/03/2015	C2074100006	RACHEL STANKO	00003876	Pit Musician - Footloose	300.00
03/03/2015	C2074100007	JAMES VASCONI	00003877	Pit Musician - Footloose	300.00
03/04/2015	C2075400001	BRIAN C. HADDOX	00003878	Reimbursement - Spring Musical	127.67
03/04/2015	C2075400002	SHERRY HADDOX	00003879	Reimbursement - Spring Musical	390.51
03/05/2015	R2076300001			Donations	-140.00
03/05/2015	R2076300002			tshirts	-12.00
03/05/2015	R2076300003			shout outs	-7.00
03/05/2015	R2076300004			program ads	-75.00
03/05/2015	R2076300007			light up gloves and shoe laces	-80.00
03/06/2015	C2077200001	MINUTEMAN PRESS	00003880	Footloose Programs and Posters	932.06
03/12/2015	R2080800001			3-5-15 Gate - Footloose	-1,624.00
03/12/2015	R2080800004			Flowers and Cast Kisses - Footloose	-527.00
03/12/2015	R2080800005			3-6-15 Gate - Footloose	-2,179.00
03/12/2015	R2080800006			3-7-15 Gate - Footloose	-2,840.00
03/16/2015	R2082800004			contributors	-10.00
03/16/2015	R2082800005			tshirt sales	-88.00
03/18/2015	C2084000001	EILEEN FERRENCE	00003884	Reimbursement - Misc Footloose	65.60
03/18/2015	C2084000002	BRIAN C. HADDOX	00003885	Reimbursement - Misc Footloose	30.86
03/18/2015	C2084500001	SHARPSVILLE FLORAL SHOP	00003887	Carnations	202.50
03/18/2015	C2084500002	VALLEY SILK SCREENING	00003888	shirts and hoodies	963.55
03/24/2015	R2082800010			Returned Check - #167 Wilson	19.00



# Student Activity Account Detail

fastudet

From 03/01/2015 to 03/31/2015

Fund 81 - ACTIVITY FUND THES-THESPIANS

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
				Beginning balance:	4,173.18
				Received:	-7,564.00
				Expended:	5,012.75
				Adjustments:	0.00
				Ending balance:	6,724.43

# Student Activity Account Detail

From 03/01/2015 to 03/31/2015

fastudet

Fund 81 - ACTIVITY FUND TRAC-TRACK CLUB

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
<b>81-0496-000-000-00-800-000-000-TRAC</b>					
03/12/2015	R2080800007			spirit sale	-1,218.00
03/12/2015	R2080800008			5k Registration	-40.00
03/12/2015	R2080800009			5K Registration	-190.00
03/16/2015	R2082800002			spirit sale	-139.00
03/16/2015	R2082800003			5K	-100.00
03/16/2015	R2082800008			5K	-180.00
03/16/2015	R2082800009			spirit sale	-1,485.00
03/24/2015	R2088100001			5k	-40.00
03/24/2015	R2088100002			5K Sponsor	-100.00
03/24/2015	R2088100006			spirit sale	-351.00
03/24/2015	R2088100007			5k registration	-60.00
03/27/2015	R2091600005			5k sponsor	-100.00
03/27/2015	R2091600006			5K Sponsor	-35.00
03/27/2015	R2091600007			5K Registration	-40.00
03/31/2015	R2092600002			5k registration	-145.00
Beginning balance:					3,741.32
Received:					-4,223.00
Expended:					0.00
Adjustments:					0.00
Ending balance:					7,964.32

# Student Activity Account Detail

From 03/01/2015 to 03/31/2015

fastudet

Fund 81 - ACTIVITY FUND WRCH-WRESTLING CHEERLEADERS

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
<b>81-0496-000-000-00-800-000-000-WRCH</b>					
03/05/2015	R2076300006			self pay for shoes, etc	-260.00
03/20/2015	C2086100001	SPORTING GOODS, INC.	00003890	Shoes and Crop	639.00
03/24/2015	R2088100009			Self pay for uniform items	-45.00
03/27/2015	R2091600001			self pay - uniform items	-61.00
Beginning balance:					455.70
Received:					-366.00
Expended:					639.00
Adjustments:					0.00
Ending balance:					182.70

Fund 81 - ACTIVITY FUND

Beginning Balance 03/01/2015		Ending Balance 03/31/2015	
Received	Expended	Adjustments	
-16,603.02	10,642.01	0.00	44,269.01
Fund Totals:			
Beginning Balance 03/01/2015		Ending Balance 03/31/2015	
Received	Expended	Adjustments	
-16,603.02	10,642.01	0.00	44,269.01
Grand Totals:			

# ACTIVITY ACCOUNT BANK RECONCILIATION

7-Apr-15

RECONCILIATION DATE:

PREPARED BY:

Deana Myers

SHARPSVILLE AREA SCHOOL DISTRICT

FNB BANK

BALANCE PER BANK STATEMENT AS OF 31-Mar-15 \$45,957.16		OUTSTANDING CHECKS AMOUNT DESCRIPTION CHECK #	
ADD DEPOSITS IN TRANSIT		SEE ATTACHED Ron George 3873 Brittany Luiheran 3886 PA FCCLA 3894 Gateway Clipper Fleet 3895 Daffin's Candies 3896	
SUBTOTAL 0.00		300.00 9.97 125.00 870.68 382.50	
LESS CHECKS OUTSTANDING			
(SEE LIST) 1,688.15			
TOTAL 1,688.15			
BANK BALANCE PER STATEMENT RECONCILIATION \$44,269.01			
GENERAL LEDGER ACCOUNT BALANCE 38,308.00			
ADD DEBITS			
RECEIPTS 16,603.02			
TOTAL DEBITS 16,603.02			
SUBTOTAL 54,911.02			
LESS CREDITS			
DISBURSEMENTS 10,642.01			
TOTAL CREDITS 10,642.01			
BALANCE PER ACTIVITY ACCOUNT \$44,269.01		TOTAL \$1,688.15	



SECTION: EMPLOYEES

TITLE: EDUCATOR MISCONDUCT

ADOPTED:

REVISED:

NEW

	<p style="text-align: center;"><b>317.1. EDUCATOR MISCONDUCT</b></p>
1. Purpose	The Board adopts this policy to promote the integrity of the education profession and to create a climate within district schools that fosters ethical conduct and practice.
2. Authority 24 P.S. Sec. 2070.1a Title 22 Sec. 235.1 et seq	The Board requires certificated district employees to comply with the Code of Professional Practice and Conduct and the requirements of the Educator Discipline Act.
3. Definitions 24 P.S. Sec. 2070.1b	<b>Educator</b> - shall mean a person who holds a certificate.
24 P.S. Sec. 2070.1b	<b>Certificate</b> - shall mean any Commonwealth of Pennsylvania certificate, commission, letter of eligibility or permit issued under the School Code.
23 Pa. C.S.A. Sec. 6303	<p><b>Sexual Abuse or Exploitation</b> - shall mean any of the following:</p> <ol style="list-style-type: none"> <li>1. The employment, use, persuasion, inducement, enticement or coercion of a child to engage in or assist another individual to engage in sexually explicit conduct, which includes, but is not limited to, the following:               <ol style="list-style-type: none"> <li>a. Looking at the sexual or other intimate parts of a child or another individual for the purpose of arousing or gratifying sexual desire in any individual.</li> <li>b. Participating in sexually explicit conversation either in person, by telephone, by computer or by a computer-aided device for the purpose of sexual stimulation or gratification of any individual.</li> <li>c. Actual or simulated sexual activity or nudity for the purpose of sexual stimulation or gratification of any individual.</li> <li>d. Actual or simulated sexual activity for the purpose of producing visual depiction, including photographing, videotaping, computer depicting or filming.</li> </ol> </li> </ol>

<p>24 P.S. Sec. 2070.1b</p> <p>4. Delegation of Responsibility 24 P.S. Sec. 2070.9a</p>	<p>2. Any of the following offenses committed against a child: rape; statutory sexual assault; involuntary deviate sexual intercourse; sexual assault; institutional sexual assault; aggravated indecent assault; indecent assault; indecent exposure; incest; prostitution; sexual abuse; unlawful contact with a minor; or sexual exploitation.</p> <p><b>Sexual Misconduct</b> - any act, including, but not limited to, any verbal, nonverbal, written or electronic communication or physical activity, directed toward or with a child or student that is designed to establish a romantic or sexual relationship with the child or student, such acts include but are not limited to:</p> <ol style="list-style-type: none"> <li>1. Sexual or romantic invitation.</li> <li>2. Dating or soliciting dates.</li> <li>3. Engaging in sexualized or romantic dialog.</li> <li>4. Making sexually suggestive comments.</li> <li>5. Self-disclosure or physical disclosure of a sexual or erotic nature.</li> <li>6. Any sexual, indecent, romantic or erotic contact with a child or student.</li> </ol> <p><u>Duty To Report</u></p> <p>The Superintendent or designee shall report to the Pennsylvania Department of Education on the required form, within fifteen (15) days of receipt of notice from an educator or discovery of the incident, any educator:</p> <ol style="list-style-type: none"> <li>1. Who has been provided with notice of intent to dismiss or remove for cause, notice of removal from eligibility lists for cause, or notice of intent not to reemploy for cause;</li> <li>2. Who has been arrested or convicted of any crime that is graded a misdemeanor or felony;</li> <li>3. Against whom there are any allegations of sexual misconduct or sexual abuse or exploitation involving a child or student;</li> <li>4. Where there is reasonable cause to suspect that s/he has caused physical injury to a child or student as the result of negligence or malice;</li> </ol>
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317.1. EDUCATOR MISCONDUCT - Pg. 3

<p>Pol. 806</p>	<p>5. Who has resigned or retired or otherwise separated from employment after a school entity has received information of alleged misconduct under the Educator Discipline Act;</p> <p>6. Who is the subject of a report filed by the school entity under 23 Pa. C.S. Ch. 63 (relating to child protective services); and</p> <p>7. Who the school entity knows to have been named as a perpetrator of an indicated or founded report under 23 Pa. C.S. Ch. 63.</p>
<p>24 P.S. Sec. 2070.9a</p>	<p>An educator who knows of any action, inaction or conduct which constitutes sexual abuse or exploitation or sexual misconduct under the Educator Discipline Act shall report such misconduct to the Pennsylvania Department of Education on the required form, and shall report such misconduct to the Superintendent and his/her immediate supervisor, within fifteen (15) days of discovery of such misconduct.</p>
<p>24 P.S. Sec. 2070.9a</p>	<p>All reports submitted to the Pennsylvania Department of Education shall include an inventory of all information, including: documentary and physical evidence in possession or control of the school relating to the misconduct resulting in the report.</p>
<p>SC 111 24 P.S. Sec. 2070.9a Pol. 317</p>	<p>An educator who is arrested or convicted of a crime shall report the arrest or conviction to the Superintendent or designee, within seventy-two (72) hours of the occurrence, in the manner prescribed in Board policy.</p>
<p>24 P.S. Sec. 2070.9c</p>	<p>Failure to comply with the reporting requirements may result in professional disciplinary action.</p>
<p>5. Guidelines</p>	<p><u>Investigation</u></p>
<p>24 P.S. Sec. 2070.11</p>	<p>School officials shall cooperate with the Pennsylvania Department of Education during its review, investigation, or prosecution, and shall promptly provide the Pennsylvania Department of Education with any relevant information and documentary and physical evidence upon request.</p>
<p>24 P.S. Sec. 2070.11</p>	<p>Upon receipt of notification in writing from the Pennsylvania Department of Education, the Superintendent or designee shall investigate the allegations of misconduct as directed by the Department and may pursue its own disciplinary procedure as established by law or by collective bargaining agreement.</p>

<p>24 P.S. Sec. 2070.11</p>	<p>Within ninety (90) days of receipt of notification from the Pennsylvania Department of Education directing the school district to conduct an investigation (extensions may be requested), the Superintendent or designee shall report to Department the outcome of its investigation and whether it will pursue local employment action. The Superintendent or designee may make a recommendation to the Department concerning discipline. If the district makes a recommendation concerning discipline, it shall notify the educator of such recommendation.</p>
<p>24 P.S. Sec. 2070.11</p>	<p><u>Confidentiality Agreements</u></p> <p>The district shall not enter into confidentiality or other agreements that interfere with the mandatory reporting requirement.</p>
<p>24 P.S. Sec. 2070.17b</p>	<p><u>Confidentiality</u></p> <p>Except as otherwise provided in the Educator Discipline Act, all information related to any complaint, any complainant, or any proceeding related to discipline shall remain confidential unless or until public discipline is imposed.</p>
<p>24 P.S. Sec. 2070.17a</p>	<p><u>Immunity</u></p> <p>Any person who, in good faith, files a complaint or report, or who provides information or cooperates with the Pennsylvania Department of Education or Professional Standards and Practices Commission in an investigation or proceeding shall be immune from civil liability. The district also is immune from civil liability for the disclosure of information about the professional conduct of a former or current employee to a prospective employer of that employee.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 111</p> <p>Educator Discipline Act – 24 P.S. Sec. 2070.1a et seq.</p> <p>Pennsylvania’s Code of Professional Practice and Conduct for Educators – 22 PA Code Sec. 235.1 et seq.</p> <p>Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.</p> <p>Board Policy – 317, 806</p> <p>PSBA New 11/14</p>





SECTION: FINANCES

TITLE: FUND BALANCE

ADOPTED:

REVISED:

	620. FUND BALANCE
1. Purpose	The Board recognizes that the maintenance of a fund balance is essential to the preservation of the financial integrity of the school district and is fiscally advantageous for both the district and the taxpayer. This policy establishes goals and provides guidance concerning the desired level of year-end fund balance to be maintained by the district.
2. Definitions	<p><b>Fund balance</b> is a measurement of available financial resources. Fund balance is the difference between total assets and total liabilities in each fund.</p> <p>GASB Statement 54 distinguishes fund balance between amounts that are considered nonspendable, such as fund balance associated with inventories, and other amounts that are classified based on the relative strength of the constraints that control the purposes for which specific amounts can be spent. Beginning with the most binding constraints, fund balance amounts shall be reported in the following classifications:</p> <p><b>Restricted</b> - amounts limited by external parties, or legislation (e.g., debt covenants and grants).</p> <p><b>Committed</b> - amounts limited by Board policy or Board action (e.g., future anticipated costs). Action must be taken by the Board to commit fund balance for the designated purpose prior to the end of the fiscal year.</p> <p><b>Assigned</b> - amounts that are intended for a particular purpose. Generally balances in special revenue funds or capital project funds will be designated as assigned.</p> <p><b>Unassigned</b> - amounts available for consumption or not restricted in any manner.</p>
3. Authority	An official Board resolution shall be required to establish, modify or rescind a commitment of fund balance.

4. Guidelines

The school district will strive to maintain an unassigned general fund balance of not less than

\_\_\_\_\_ percent (\_\_\_%)

and not more than

\_\_\_\_\_ percent (\_\_\_%)

of the budgeted expenditures for that fiscal year.

The total fund balance, consisting of several portions including restricted, committed, assigned and unassigned, may exceed

\_\_\_\_\_ percent (\_\_\_%).

If the unassigned portion of the fund balance falls below the threshold of

\_\_\_\_\_ percent (\_\_\_%)

**of budgeted expenditures**, the Board will pursue **options** for increasing revenues and decreasing expenditures, or a combination of both until

\_\_\_\_\_ percent (\_\_\_%)

is attained. If the unassigned portion of the fund balance exceeds

\_\_\_\_\_ percent (\_\_\_%)

of budgeted expenditures, the Board may utilize a portion of the fund balance by appropriating excess funds for expenditures. **The goal shall be to use any excess fund balance for nonrecurring expenditures; not for normal operating costs.**

**Use Of Fund Balance**

**The restricted fund balance shall be reduced to the extent that the underlying reason for the restriction has been eliminated.**

**If the district experiences an excess of expenditures over revenues for a given fiscal year, the fund balance shall be consumed in the following order:**

- 1. Restricted fund balance to the extent that expenditures related to the restriction contributed to the excess of expenditures over revenues.**

<p>5. Delegation of Responsibility</p>	<p>2. Committed fund balance to the extent that expenditures related to the commitment contributed to the excess of expenditures over revenues. If a plan for periodic use of committed fund balance is reviewed and approved by the Board, the committed fund balance will not be reduced by more than the amount designated in the plan.</p> <p>3. Assigned fund balance to the extent that expenditures related to the assignment contributed to the excess of expenditures and revenues.</p> <p>4. Unassigned fund balance for any remaining excess of expenditures over revenues.</p> <p>The  <input type="checkbox"/> Superintendent  <input type="checkbox"/> Business Manager</p> <p>or designee may assign fund balance for items deemed appropriate at any time prior to the issuance of the audited financial statements for a given year.</p> <p>The  <input type="checkbox"/> Superintendent  <input type="checkbox"/> Business Manager</p> <p>or designee shall be responsible for the enforcement of this policy.</p> <p>References:</p> <p>School Code - 24 P.S. Sec. 218, 688</p> <p>PSBA Revision 5/11</p>
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SECTION: LOCAL BOARD PROCEDURES

TITLE: BOARD POLICY/PROCEDURE/  
ADMINISTRATIVE  
REGULATIONS

ADOPTED:

REVISED:

<p>SC 407, 510</p> <p>MINOR WORDING CHANGES</p> <p>REPLACED CURRENT SECTION</p> <p>REWORDED →</p> <p>PARAGRAPH REMOVED</p> <p>EXCEPTIONS REMOVED</p>	<p>000. BOARD POLICY/PROCEDURE/ADMINISTRATIVE REGULATIONS</p> <p><b>Section 1. <u>Authority</u></b></p> <p>The policies and procedures adopted by the Board establish the general parameters within which the daily operations of the school district are to be governed. Administrative regulations for carrying out and implementing Board policies are developed and implemented by the administration, under the direction of the Superintendent. As applicable, all members of the school community are expected to comply with both Board policy and administrative regulations, subject to stated limitations and exceptions. However, failure of the Board or the administration to comply with policy or procedure shall not invalidate any lawful action taken.</p> <p><b>Section 2. <u>Contents</u></b></p> <p><b>The policies of the Board shall consist of the policies and procedures adopted by the Board and contained in the Policy Manual, and such other separate documents approved by the Board that are expressly incorporated by reference in particular policies and declared to constitute Board policy, such as the Code of Student Conduct.</b></p> <p>Administrative regulations are not part of Board policy and may be altered by the administration without Board action. Administrative regulations may not conflict with Board policy or with applicable law.</p> <p><b>Section 3. <u>Limitations</u></b></p> <p>All Board policies and administrative regulations shall be interpreted and administered in a lawful manner. The Board shall make the final interpretation of its policies, and the administration shall make the final interpretation of its regulations.</p> <p>Board policies and procedures and administrative regulations are limited by legal constraints, as are the rights of those to whom Board policies and administrative regulations apply, and are not intended to give an individual a cause of action not independently established in law.</p>
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Section 4. Rules Of Construction

In ascertaining the intent of the Board in adopting a policy or procedure, or of the administration in establishing a regulation, the following presumptions, among other legally applicable presumptions, may be used:

- a. That neither the Board nor the administration intends a result that is absurd, impossible of execution, or unreasonable.
- b. That neither the Board nor the administration intends to violate federal or state Constitutions or any other applicable law.

If any policy or procedure or administrative regulation can be given multiple interpretations, the Board and the administration intend that only constitutional and lawful interpretations shall be valid, and that neither an unconstitutional nor an unlawful interpretation was intended.

References:

School Code – 24 P.S. Sec. 407, 510



SECTION: LOCAL BOARD PROCEDURES

TITLE: BOARD POLICY/PROCEDURE/  
ADMINISTRATIVE  
REGULATIONS

ADOPTED:

REVISED:

<p>SC 407, 510</p> <p>MINOR WORDING CHANGES</p> <p>REPLACED CURRENT SECTION</p> <p>REWRITTEN</p> <p>PARAGRAPH REMOVED</p> <p>EXCEPTIONS REMOVED</p>	<p>000. BOARD POLICY/PROCEDURE/ADMINISTRATIVE REGULATIONS</p> <p><b>Section 1. <u>Authority</u></b></p> <p>The policies and procedures adopted by the Board establish the general parameters within which the daily operations of the school district are to be governed. Administrative regulations for carrying out and implementing Board policies are developed and implemented by the administration, under the direction of the Superintendent. As applicable, all members of the school community are expected to comply with both Board policy and administrative regulations, subject to stated limitations and exceptions. However, failure of the Board or the administration to comply with policy or procedure shall not invalidate any lawful action taken.</p> <p><b>Section 2. <u>Contents</u></b></p> <p>The policies of the Board shall consist of the policies and procedures adopted by the Board and contained in the Policy Manual, and such other separate documents approved by the Board that are expressly incorporated by reference in particular policies and declared to constitute Board policy, such as the Code of Student Conduct.</p> <p>Administrative regulations are not part of Board policy and may be altered by the administration without Board action. Administrative regulations may not conflict with Board policy or with applicable law.</p> <p><b>Section 3. <u>Limitations</u></b></p> <p>All Board policies and administrative regulations shall be interpreted and administered in a lawful manner. The Board shall make the final interpretation of its policies, and the administration shall make the final interpretation of its regulations.</p> <p>Board policies and procedures and administrative regulations are limited by legal constraints, as are the rights of those to whom Board policies and administrative regulations apply, and are not intended to give an individual a cause of action not independently established in law.</p>
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References:

School Code – 24 P.S. Sec. 407, 510





SECTION: LOCAL BOARD PROCEDURES

TITLE: AUTHORITY AND POWERS

ADOPTED:

REVISED:

## 002. AUTHORITY AND POWERS

Section 1. Authority

PA Const.  
Art. III Sec. 14  
SC 211, 301, 501,  
502, 503, 507,  
510

The authority to establish, equip, furnish, operate and maintain the public schools of SHARPSVILLE AREA School District is vested in the Board of School Directors, which is a body corporate and is constituted and governed by Title 24 of the Pennsylvania Statutes, the Public School Code of 1949 as amended, Article III of the Pennsylvania Constitution and applicable federal and state laws and regulations.

Section 2. Powers

SC 211, 407, 501,  
502, 503, 507,  
510, 511, 801,  
803, **1301**,  
**1302**, 1411

The Board shall establish such schools as are required for the education of every student residing in SHARPSVILLE AREA School District between the ages of six (6) and twenty-one (21) years who may attend school; shall equip, furnish, operate, and maintain the schools; shall adopt and enforce rules and regulations for the management of school affairs and the conduct and deportment of employees and students; and shall levy and collect taxes as may be necessary, in addition to the annual state appropriation, for the exercise of aforesaid powers.

SC 301  
Pol. 100, 102

The Board shall act as the general agent of the residents of the school district in matters of public education. It shall establish educational goals and academic standards for district schools and govern an educational program designed to meet those goals and standards and to support student achievement. The Board shall be responsible for establishing, maintaining and evaluating the educational programs in district schools, and for enforcing mandatory laws and regulations.

SC 407  
Pol. 000

The Board, in accordance with its statutory mandate, shall adopt Board procedures for its own operation, and policies for the guidance of the Superintendent in the operation of the school district. Board procedures and policies shall be consistent with law, have a rational and substantial relationship to a legitimate purpose of the Board, and be directed towards the maintenance and support of a thorough and efficient system of public education in this district.

SC 301

{✓} The powers of the Board of School Directors are not vested in the individual Board member. No such individual is authorized to act on behalf of the Board to carry out any of the Board's authorized powers, except for those acts stated in law.

References:

Pennsylvania Constitution – PA Const. Art. III Sec. 14

School Code – 24 P.S. Sec. 211, 301, 407, 501, 502, 503, 507, 510, 511, 801, 803,  
→ 1301, 1302, 1411

Board Policy – 000, 100, 102



SECTION: LOCAL BOARD PROCEDURES

TITLE: MEMBERSHIP

ADOPTED:

REVISED:

## 004. MEMBERSHIP

Section 1. Number

SC 303

The Board shall consist of nine (9) members.

SC 1081

The Superintendent shall have a seat on the Board and the right to speak on all matters, but not the right to vote.

Section 2. Qualifications

Each member of the Board shall meet the following qualifications:

SC 322

a. Be of good moral character, be at least eighteen (18) years of age, have been a resident of the district for at least one (1) year prior to the date of his/her election or appointment, and not be a holder of any office or position as specified in Section 322 of the School Code; nor shall the individual be a member of the municipal council.

SC 323

b. Shall not have been removed from any office of trust under federal, state or local laws for any malfeasance in such office.

SC 324  
65 Pa. C.S.A.  
Sec. 1101 et seq

c. Shall not be engaged in a business transaction with the school district, be employed by the school district, or receive pay for services from the school district, except as provided by law.

SC 321

d. Shall take and subscribe to the oath or affirmation prescribed by statute before entering the duties of the office.

65 Pa. C.S.A.  
Sec. 1102, 1104,  
1105  
Title 51  
Sec. 15.2, 15.3

e. Shall file a statement of financial interests with the Board Secretary or designee at the following times:

1. Before taking the oath of office or entering upon his/her duties.
2. Annually by May 1 while serving on the Board.

SC 301 et seq	<p>3. By May 1 of the year after leaving the Board.</p> <p>Section 3. <u>Election</u></p> <p>Election of members of the Board shall be in accordance with law.</p>
SC 315, 316, 317, 318, 319 65 Pa. C.S.A. Sec. 701 et seq	<p>Section 4. <u>Vacancies</u></p> <p>A vacancy shall occur by reason of death, resignation, removal from a district or region, or otherwise. Such vacancy shall be filled in accordance with the School Code and Sunshine Act and by appointment by a majority vote of the remaining members of the Board within thirty (30) days of the occurrence of the vacancy. The Board member so appointed shall serve for the remainder of the unexpired term or, if earlier, until the first Monday in December after the first municipal election occurring more than sixty (60) days following his/her appointment. When a majority of the memberships are vacant, such vacancies shall be filled by the Court of Common Pleas of <u>MERCER</u> County.</p>
SC 315, 407 65 Pa. C.S.A. Sec. 701 et seq	<p><i>Temporary Vacancy – Active Military Service –</i></p> <p>A temporary vacancy shall be declared when a Board member is ordered to active duty in the military forces of the United States for a period of more than thirty (30) days. The temporary vacancy shall be filled in accordance with the School Code and Sunshine Act and by appointment by a majority vote of the remaining members of the Board within thirty (30) days of the occurrence of the temporary vacancy. The Board member so appointed shall serve either until the Board member returns from active duty or until expiration of the term for which s/he was elected, whichever occurs first.</p>
SC 303, 315	<p>Section 5. <u>Term</u></p> <p>The term of office of each Board member shall be four (4) years and shall expire on the first Monday of December, except for a Board member appointed or elected to fill a vacancy. A Board member appointed to fill a vacancy shall serve for the remainder of the unexpired term or, if earlier, until the first Monday in December after the first municipal election occurring more than sixty (60) days following his/her appointment. The term of a Board member elected to an unexpired term shall expire at the termination of that term.</p>

<p>SC 315 65 P.S. Sec. 91</p>	<p>Section 6. <u>Removal</u></p>
<p>SC 319 Pol. 006</p>	<p>Whenever a Board member is no longer a resident of <u>SHARPSVILLE AREA</u> School District or the region s/he represents, his/her eligibility to serve on the Board shall <b>cease</b>.</p>
<p>SC 319 Pol. 006</p>	<p>If a Board member shall neglect or refuse to attend two (2) successive regular meetings of the Board, <b>unless</b> detained by sickness or prevented by necessary absence from the district, or if in attendance at any meeting s/he shall neglect or refuse to act in his/her official capacity as a school director, the remaining members of the Board may declare such office <b>vacant</b> on the affirmative vote of a majority of the <b>remaining</b> members of the Board.</p>
<p>SC 319 Pol. 006</p>	<p>If a person elected or appointed as a Board member, having been notified, shall refuse or neglect to qualify as such director, the remaining members may, within ten (10) days following the beginning of his/her term of office, declare said office <b>vacant</b> on the affirmative vote of a majority of the remaining members of the Board.</p>
<p>SC 516.1</p>	<p>Section 7. <u>Expenses</u></p>
<p>SC 516.1</p>	<p>Board members, a nonmember Board Secretary, and solicitor(s) shall be reimbursed for necessary expenses incurred as delegates to any state convention or association of school directors' convention held within the state, or for necessary expenses incurred in attendance authorized by the Board at any other meeting held within the state or at an educational convention out-of-state. All such expenses shall be itemized and made available for public inspection at the next succeeding Board meeting. Expenses shall be reimbursed by the Treasurer in the usual manner, upon presentation of an itemized, verified statement. <i>Added in Vol IV 2014</i></p>
<p><i>ADDED IN VOL IV 2014</i></p>	<p>Advance payments may be made upon presentation of estimated expenses to be incurred, to be followed by a final itemized, verified statement of such expenses actually incurred, and a refund shall be made to the district of such funds remaining or an additional payment shall be made by the district to meet the verified expenses actually incurred.</p>
	<p>No member shall be reimbursed for more than two (2) out-of-state meetings in one (1) school year.</p>
	<p><i>Actual travel expense shall be reimbursed at one half (1/2) the IRS rate by car. Meals will be reimbursed for overnight trips only not to exceed \$50.00 per day.</i></p>

Section 8. Orientation

The Board believes that the preparation of each Board member for the performance of duties is essential to the effectiveness of the Board's functioning. The Board shall encourage each new Board member to understand the functions of the Board, acquire knowledge of matters related to the operation of the schools, and review Board procedures and policies.

Accordingly, the Board shall give to each new Board member, no later than his/her first regular meeting, for use during his/her term on the Board the following items:

SC 519

Remove →

NEW w/

VOL IV 2014

{☒} A copy of the School Code.

{ ☐ } A copy of the Board Policy Manual.

{ ☐ } A copy of the district Administrative Regulations Manual.

{☒} The current budget statement, audit report and related fiscal materials.

{ ☐ } Access to district information on comprehensive planning, curriculum, assessments, facilities planning and district programs.

{ ☐ } A copy of the Board's adopted Code of Conduct and Standards for Effective School Governance.

Each new Board member shall be invited to meet with the

{☒} Board President

{☒} Superintendent

{☒} Board Secretary

to discuss Board functions, procedures and policy.

Section 9. Board Member Education/Training

The Board places a high priority on the importance of a planned and continuing program of inservice education and training for its members. The purpose of the planned program shall be to enhance the quality and effectiveness of the Board's governance and leadership.

<p>Pol. 901</p>	<p>The Board, in conjunction with the Superintendent, shall plan specific inservice education programs and activities designed to assist Board members in their efforts to improve their skills as policy-making leaders; expand their knowledge about issues, programs, and initiatives affecting the district's educational programs and student achievement; and deepen their insights into the nature of leadership, governance and community engagement.</p> <p>{ } The school community shall be kept informed about the Board's continuing inservice education and training and the anticipated short and long-term benefits to the district and its schools.</p> <p>The Board shall annually budget funds to support its planned program of inservice education and training.</p> <p>The Board establishes the following activities as the basis for its planned program of inservice education and training:</p> <ul style="list-style-type: none"> <li>a. Participation in School Board conferences, workshops and conventions.</li> <li>b. District-sponsored inservice education and training programs designed to meet Board needs.</li> <li>c. Subscriptions to publications addressed to Board member concerns.</li> <li>d. Maintenance of resources and reference materials accessible to Board members.</li> </ul>
<p>SC 516, 516.1</p>	<p>Section 10. <u>Conference Attendance</u></p> <p>In keeping with its stated priority on the importance of continuing inservice education and training for its members, the Board encourages the participation of all members at appropriate School Board conferences, workshops, and conventions. In order to control both the investment of time and expenditure of funds necessary to implement this planned program, the Board establishes the following guidelines:</p> <p>{✓} <sup>may</sup> The Board shall identify annually the issues, objectives, and cost benefits that can be ascribed to participation by Board members in conferences, workshops and conventions.</p> <p>{ } The Superintendent shall inform Board members, in a timely manner, of upcoming conferences, workshops and conventions.</p> <p>{✓} The Board shall periodically decide which meetings appear to offer the most direct and indirect benefits to the district.</p>

Pol. 004	<p>{✓} Each Board member shall receive Board approval prior to attending a conference, workshop or convention at Board expense.</p> <p>{✓} Funds for conference attendance shall be budgeted on an annual basis.</p> <p>{ } When a conference, workshop or convention is not attended by the full Board, those who do participate shall share information, recommendations and materials acquired at the meeting that will be beneficial to the school district.</p> <p>{✓} Reimbursement to Board members for their travel expenses shall be in accordance with Board procedures and policy.</p> <p>{✓} The requirements regarding reimbursement for Board members for travel expenses shall be strictly enforced, and no payment shall be made until receipts for reimbursable expenses are submitted to the Business Manager or designee.</p>
SC 321	<p>{✓} Reimbursement shall be limited to actual expenses incurred, and shall not include or be construed to include compensation to individual Board members.</p> <p>Section 11. <u>Student Representation</u></p> <p>The Board authorizes student representation on the Board in order to facilitate effective communication and to provide an opportunity for students to participate in school governance.</p> <p><i>Inclusion to attend without first cause will require the Board members to reimburse the District for all costs incurred.</i></p> <p>References: <i>Extenuating circumstances will be reviewed by the Board</i></p> <p>School Code – 24 P.S. Sec. 301, 303, 315, 316, 317, 318, 319, 321, 322, 323, 324, 407, 516, 516.1, 519, 1081</p> <p>Sunshine Act – 65 Pa. C.S.A. Sec. 701 et seq.</p> <p>Public Officials and Employee Ethics Act – 65 Pa. C.S.A. Sec. 1101 et seq.</p> <p>Removal of Residence; Forfeiture of Office – 65 P.S. Sec. 91</p> <p>State Ethics Commission Regulations – 51 PA Code Sec. 15.2, 15.3</p> <p>Board Policy – 004, 006, 331, 901</p>





SECTION: PROGRAMS

TITLE: COMPREHENSIVE PLANNING

ADOPTED:

REVISED:

FORMERLY STRATEGIC PLAN

	100. COMPREHENSIVE PLANNING
1. Purpose	The Board recognizes the importance of <b>comprehensive planning in developing and guiding</b> the district's goals, and the educational <b>programs</b> and operation of the schools. Participation by <b>educational stakeholders</b> is a critical element of such planning.
2. Authority	The Board shall provide guidance in <b>the district's comprehensive planning process</b> , and shall ensure active participation by Board members, administrators, teachers, other district personnel, students, parents/guardians and representatives from local businesses and the community.
Title 22 Sec. 4.13	As part of the comprehensive planning process, the Board directs that the district <b>develop and implement individual plans and components as required by law, regulations, and funding and program requirements.</b>
	The Board directs that <b>the goals and action plans developed through comprehensive planning</b> shall be continuously monitored and reviewed to ensure students are achieving at high levels.
SC 1205.1 Title 22 Sec. 4.13, 49.17 Pol. 333	<p><u>Professional Education</u></p> <p>The district shall develop and submit a professional education plan to the Secretary of Education for approval every three (3) years, as required by law and regulations. Prior to approval by the Board and submission to the Secretary of Education, the professional education plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.</p>
Title 22 Sec. 4.13, 49.16 Pol. 333	<p><u>Induction</u></p> <p>The district shall develop and submit an induction plan to the Department of Education for approval every six (6) years, as required by law and regulations. Prior to approval by the Board and submission to the Department of</p>

	<p>Education, the induction plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.</p> <p><u>Student Services</u></p> <p>The district shall develop and implement a written plan every six (6) years for providing a comprehensive and integrated K-12 program of student services, as required by law and regulations. Prior to approval by the Board, the student services plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.</p> <p><u>Special Education</u></p> <p>The district shall develop and submit a special education plan to the Department of Education for approval every three (3) years, and shall implement such plan as required by law and regulations. Prior to approval by the Board and submission to the Department of Education, the special education plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.</p> <p><u>Gifted Education</u></p> <p>The district shall develop and implement a gifted education plan every six (6) years, as required by law and regulations. Prior to approval by the Board, the gifted education plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.</p> <p>{ } <u>Prekindergarten Education</u></p> <p>{ } When offering or contracting with a community agency to offer a prekindergarten program, the district shall develop an implementation plan that meets the requirements of law and regulations. The plan shall be submitted to the Department of Education in the initial year and every three (3) years, or when the plan is amended, whichever is sooner. Prior to approval by the Board and submission to the Department of Education, the district shall make the prekindergarten implementation plan available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.</p>
<p>Title 22 Sec. 4.13, 12.41 Pol. 146</p>	
<p>Title 22 Sec. 4.13, 14.104 Pol. 113</p>	
<p>Title 22 Sec. 4.13, 16.4 Pol. 114</p>	
<p>Title 22 Sec. 4.20, 49.17</p>	

3. Delegation of Responsibility	<p>The Superintendent shall be responsible for <b>organizing the comprehensive planning process, ensuring participation in accordance with Board policy</b> and submitting the <b>required plans</b> to the Department of Education.</p> <p>The Superintendent or designee shall be responsible for implementing the <b>goals and action plans developed through comprehensive planning</b> and providing written quarterly progress reports to the Board.</p> <p>References:</p> <p><b>School Code – 24 P.S. Sec. 1205.1</b></p> <p>State Board of Education Regulations – 22 PA Code Sec. 4.4, 4.13, 4.20, 12.41, 14.104, 16.4, 49.16, 49.17</p> <p><b>Technology Plans, Title 47, Code of Federal Regulations – 47 CFR Sec. 54.508</b></p> <p>Board Policy – 002, <b>004</b>, 101, 105, 107, 109, 113, 114, 146, 333, 701</p> <p>NOTE:</p> <p>Language on making the plans available at “the nearest public library” is included in the official sign-off sheet for PDE’s comprehensive planning tool. Chapter 4 Regulations only require the plans to be made available for public inspection and comment, generally.</p>
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SECTION: PROGRAMS

TITLE: MISSION STATEMENT/  
VISION STATEMENT/SHARED  
VALUES

ADOPTED:

REVISED:

<p>1. Authority Pol. 100</p>	<p><b>101. MISSION STATEMENT/VISION STATEMENT/SHARED VALUES</b></p> <p><u>District Mission Statement</u></p> <p><u>(Insert district's mission statement.)</u></p> <p><u>District Vision Statement</u></p> <p><u>(Insert district's vision statement(s).)</u></p> <p><u>District Shared Values</u></p> <p><u>(Insert district's shared values.)</u></p> <p>References:</p> <p>Board Policy – 100</p> <p>NOTES:</p> <p><b>This policy is optional.</b></p> <p><b>Each of these statements/values are completely optional under current Chapter 4 regulations; they are all parts of the comprehensive planning tool school entities use to submit other required plans to PDE.</b></p> <p>PSBA Revision 6/14</p>
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SECTION: PROGRAMS

TITLE: GUIDANCE COUNSELING

ADOPTED:

REVISED:

	112. GUIDANCE COUNSELING
1. Purpose	<p>A guidance counseling program is an integral part of the instructional program of district schools. Such a program can:</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Assist students in achieving their optimum potential.</li> <li><input checked="" type="checkbox"/> Enable students to significantly benefit from the offerings of the instructional program.</li> <li><input checked="" type="checkbox"/> Identify intellectual, emotional, social and physical needs.</li> </ul>
Title 22 Sec. 4.34	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Aid students in recognizing options and making choices in vocational and academic educational planning.</li> <li><input checked="" type="checkbox"/> Assist students in identifying career options consistent with their abilities and goals.</li> <li><input checked="" type="checkbox"/> Help students learn to make their own decisions and to solve problems independently.</li> </ul>
MINOR WORKING- 2. Authority <del>CHANGE</del> Title 22 Sec. 4.34, 12.41	<p>The Board directs that students shall be provided a program of guidance and counseling which involves the coordinated efforts of all staff members, under the professional leadership of certificated guidance and counseling personnel.</p>
3. Delegation of Responsibility	<p>The Superintendent or designee is directed to implement and maintain a guidance program that serves the needs of students.</p>
4. Guidelines	<p>The district's program of guidance counseling shall:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Be an integral part of the instructional program at all levels of the school district.</li> <li><input checked="" type="checkbox"/> Involve staff members at every appropriate level.</li> </ul>

Title 22 Sec. 12.16	<p><input checked="" type="checkbox"/> Honor the individuality of each student.</p> <p><input type="checkbox"/> Be coordinated with services provided by locally available social and human services agencies.</p> <p><input checked="" type="checkbox"/> Cooperate with parents/guardians and address their concerns regarding the development of their child.</p> <p><input checked="" type="checkbox"/> Provide means for sharing information among appropriate staff members in the best interests of the student.</p> <p><input checked="" type="checkbox"/> Be available equally to all students.</p> <p><input checked="" type="checkbox"/> Establish a referral system that utilizes resources offered by the school and community, guards the privacy of the student, and monitors the effectiveness of such referrals.</p>
Pol. 207	
Pol. 103, 103.1	
References:	
State Board of Education Regulations – 22 PA Code Sec. 4.34, 12.16, 12.41	
Board Policy – 103, 103.1, 146, 207	
PSBA Reviewed 6/14	
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SECTION: PROGRAMS

TITLE: SPECIAL EDUCATION

ADOPTED:

REVISED:

## 113. SPECIAL EDUCATION

1. Purpose  
Title 22  
Sec. 4.28, 12.1,  
12.4, 14.102,  
14.104  
34 CFR  
Sec. 300.1

The district shall offer each student with a disability education programs and services that appropriately meet the student's needs for educational, instructional, transitional and related services. A student who requires special education shall receive programs and services according to an individualized education program (IEP). The IEP shall provide access to the district's general curriculum and participation in state and local assessments, including supplemental aids and services that permit the student to be educated, to the maximum extent appropriate, with nondisabled peers. The district shall provide a continuum of placement options to appropriately meet the needs of students with disabilities.

2. Definitions  
SC 502  
Title 22  
Sec. 14.101  
20 U.S.C.  
Sec. 1401  
34 CFR  
Sec. 300.8  
Pol. 103.1

**Students with disabilities** - school-aged children within the jurisdiction of the district who have been evaluated and found to have one or more disabilities as defined by law, and who require, because of such disabilities, special education and related services. School-aged children who have identified disabilities but do not require special education may be entitled to accommodations or services or to enroll in courses of study in the district which serve students with disabilities pursuant to other law or Board policy.

- Title 22  
Sec. 14.131  
34 CFR  
Sec. 300.320-  
300.324

**Individualized Education Program (IEP)** - the written educational statement for each student with a disability that is developed, reviewed and revised in accordance with federal and state laws and regulations.

- 20 U.S.C.  
Sec. 1401  
34 CFR  
Sec. 300.30

**Parent/Guardian** - for purposes of this policy and Board policies related to special education, parent/guardian shall have the definition of **parent** in IDEA statute and regulations, which includes a biological or adoptive parent of a child; a foster parent, unless prohibited by state law or regulations; a guardian authorized to act as the child's parent, in accordance with law or regulations; an individual acting in the

<p>3. Authority SC 1372 Title 22 Sec. 4.28, 12.1, 12.41, 14.101 et seq 20 U.S.C. Sec. 1400 et seq 29 U.S.C. Sec. 794 42 U.S.C. Sec. 12101 et seq 34 CFR Part 300</p>	<p>place of a parent, including a grandparent or other relative, with whom the child lives or an individual legally responsible for the child's welfare; or an appointed surrogate parent, in accordance with law and regulations.</p> <p>The Board directs that all students with disabilities shall be identified, evaluated, and provided with appropriate educational programs and services, in accordance with federal and state laws and regulations. The district shall establish and implement a system of procedural safeguards and parent/guardian notification as part of its special education plan.</p>
<p>Title 22 Sec. 4.13, 14.104 Pol. 100</p>	<p><b>The district shall develop and submit a special education plan to the Department of Education for approval every three (3) years, and shall implement such plan as required by law and regulations.</b> The district's special education plan shall include procedures for identifying and educating students with disabilities and describe the elements required by law, regulations and Board policy. Prior to approval by the Board and submission to the Department of Education, the special education plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.</p>
<p>Title 22 Sec. 4.13, 14.104 34 CFR Sec. 300.201 et seq</p>	<p>The district's special education plan shall comply with the requirements of state and federal laws and regulations, and shall be submitted in accordance with the guidelines and in the form established by the Department of Education. The district shall establish procedures to ensure the plan is updated and implemented as necessary.</p>
<p>SC 1372 Title 22 Sec. 14.104</p>	<p>The Board shall determine the facilities, programs, services and staff that shall be provided by the district for the instruction of students with disabilities, based upon the identified needs of the district's special education population.</p>
<p>Title 22 Sec. 14.104</p>	<p>In order to maintain an effective special education plan, the Board may participate in special education programs of <u>MIDWESTERN</u> Intermediate Unit No. <u>14</u>.</p>

<p>4. Delegation of Responsibility</p>	<p>The Superintendent or designee is directed to annually recommend to the Board the employment and retention of necessary, qualified staff and provision of required facilities, programs and services to provide for the needs of students with disabilities.</p> <p>The Superintendent or designee shall develop procedures for evaluating the effectiveness of the district's special education plan and shall periodically report to the Board the criteria and results of such evaluation.</p>
<p>5. Guidelines Title 22 Sec. 4.28, 14.145 20 U.S.C. Sec. 1414 34 CFR Sec. 300.320- 300.327</p>	<p>Each student with a disability shall be educated pursuant to an IEP which shall provide an appropriate education in the least restrictive environment, in accordance with federal and state laws and regulations.</p>
<p>Pol. 103, 103.1</p>	<p>The district prohibits discrimination based on disability. Students with disabilities are entitled to receive services and accommodations which will permit them to participate in district programs, services and activities as required by law.</p>
<p>Title 22 Sec. 14.104</p>	<p>If the district is identified with significant disproportionality, the special education plan shall include prevention measures for inappropriate overidentification and disproportionate representation by race or ethnicity of children with disabilities.</p>
<p>REMOVED LIST OF ITEMS SPEC'ED PLAN SHALL ADDRESS</p>	<p><u>Fiscal And Program Compliance</u></p> <p>The Superintendent or designee shall establish procedures to ensure that the district complies with all federal and state laws and regulations and program requirements for special education-related funding and reimbursement.</p> <p>The district may coordinate with <u>MIDWESTERN</u> Intermediate Unit No. <u>IV</u> to establish procedures, fulfill reporting requirements and participate in applicable programs.</p>
<p>Title 22 Sec. 14.121 34 CFR Sec. 300.111</p>	<p><u>Child Find/Outreach</u></p> <p>The Superintendent or designee shall ensure that the district annually conducts awareness and outreach programs and activities designed to reach district residents including parents/guardians of students with disabilities who are enrolled in the district, preschool-aged children, students who attend private schools, homeless children and children who are wards of the state.</p>

	<p>The district's public awareness activities shall include annual publication of a written notice in newspapers and other media notifying residents about child identification activities; available special education services and programs and how to request them; and procedures used to ensure confidentiality of student information. Written information shall be published in district handbooks and on the district website. Public awareness activities must include information regarding potential signs of developmental delays and other risk factors that could indicate disabilities.</p> <p>The Intermediate Unit shall be responsible for conducting child find activities necessary to provide equitable participation services to students with disabilities who are enrolled by their parents/guardians in private schools.</p> <p><u>Screening</u></p> <p>The district shall establish a system of screening, including hearing and vision screenings. Screenings shall be conducted at reasonable intervals to determine whether all students are performing based on grade-appropriate standards in core academic subjects.</p> <p><u>Confidentiality</u></p> <p>The district shall maintain a system of safeguards to protect the confidentiality of students' educational records and personally identifiable information when collecting, storing, disclosing and destroying student records.</p> <p>District staff shall maintain the confidentiality of student records and personally identifiable information, as required by law, regulations and Board policy.</p> <p><u>Recording Of Meetings</u></p> <p>{ } Except as specifically provided for within this policy, the district prohibits audio, video and electronic recording of meetings between parents/guardians and district teachers, paraprofessionals, program specialists, consultants or administrators.</p> <p>{ } An attempt to record a meeting by a parent/guardian after a verbal prohibition by district staff shall result in immediate termination of the meeting and may result in ejection from district property and possible prosecution.</p>
<p>Title 22 Sec. 14.122 Pol. 209</p>	
<p>Title 22 Sec. 15.9 34 CFR Sec. 300.611- 300.627 Pol. 113.4</p>	
<p>(Choose first 3 options <u>or</u> Choose 4<sup>th</sup> option)</p>	

{ } The district shall permit audio recording of a meeting when a participant submits, at least five (5) days prior to the meeting, documentation that substantiates:

1. Participant has a disability or limited English proficiency that significantly limits his/her ability to meaningfully understand or participate in the meeting's intended decision-making and recording is the only feasible means of accommodating the limitation.
2. Individual has a legitimate interest in attending the meeting but for good cause is unable to do so, and recording is the only feasible means by which s/he can meaningfully understand and participate in the decision-making.

{✓} The district shall permit audio recording of a meeting between parents/guardians and district teachers, paraprofessionals, program specialists, consultants or administrators when the parent/guardian submits, at least five (5) days prior to the meeting, notification to the building principal of the intent to record the meeting.

When permission to record a meeting is granted, the district employee responsible for the meeting shall arrange to record the meeting by similar means. Such recording shall be considered part of the student's educational record and be subject to relevant law and regulations.

The district may permit videotaping of a meeting when written consent is given by all participants at the meeting.

#### References:

School Code – 24 P.S. Sec. 502, 1371, 1372

State Board of Education Regulations – 22 PA Code Sec. 4.13, 4.28, 12.1, 12.4, 12.41, 14.101 et seq., 15.9

Individuals With Disabilities Education Act – 20 U.S.C. Sec. 1400 et seq.

Section 504 of the Rehabilitation Act – 29 U.S.C. Sec. 794

Americans With Disabilities Act – 42 U.S.C. Sec. 12101 et seq.

Individuals With Disabilities Education Act, Title 34, Code of Federal Regulations – 34 CFR Part 300

Pennsylvania Training and Technical Assistance Network – [www.pattan.net](http://www.pattan.net)

Board Policy – 100, 103, 103.1, 113.1, 113.2, 113.3, 113.4, 202, 209, 216, 914

**NOTES:**

**Language on making the special education plan available at “the nearest public library” is included in the official sign-off sheet for PDE’s comprehensive planning tool. Chapter 4 Regulations only require the plan to be made available for public inspection and comment, generally.**



SECTION: PROGRAMS

TITLE: GIFTED EDUCATION

ADOPTED:

REVISED:

	114. GIFTED EDUCATION
1. Authority SC 1371 Title 22 Sec. 4.28, 16.1 et seq	<p>In accordance with the Board's philosophy to develop the special abilities of each student, the district shall provide gifted education services and programs designed to meet the individual educational needs of identified students.</p>
Title 22 Sec. 4.13, 16.4 Pol. 100	<p>The district shall develop and implement a gifted education plan every six (6) years, as required by law and regulations. Prior to approval by the Board, the gifted education plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.</p> <p>The district's gifted education plan shall address:</p> <ol style="list-style-type: none"> <li>1. The district's process for identifying gifted children in need of specially designed instruction.</li> <li>2. The gifted special education programs offered by the district.</li> <li>3. Reports of gifted students, personnel and program elements, and costs, as required by the Department of Education.</li> </ol>
Title 22 Sec. 16.2	<p>The Board may enter into a cooperative agreement with <u>MIDWESTERN IU IV</u> to provide gifted education services and programs.</p> <p>The Board directs that the district's gifted education program shall provide the following:</p>
Title 22 Sec. 16.21	<ol style="list-style-type: none"> <li>1. System to locate and identify all students within the district who are thought to be gifted and in need of specially designed instruction.</li> </ol>
Title 22 Sec. 16.21	<ol style="list-style-type: none"> <li>2. Screening and evaluation process that meets state requirements, to determine students' educational needs.</li> </ol>

<p>Title 22 Sec. 16.21</p>	<p>3. Procedures to determine whether a student is mentally gifted.</p>
<p>Title 22 Sec. 16.22, 16.23, 16.32, 16.33</p>	<p>4. Gifted Individualized Education Plan (GIEP) developed, and subsequently modified, for each student based on his/her unique needs and the written report of the Gifted Multidisciplinary Team (GMDT).</p>
<p>Title 22 Sec. 16.63</p>	<p>5. Safeguards for the due process rights of gifted students.</p>
<p>Title 22 Sec. 16.32</p>	<p>6. Notification to teachers of their responsibilities to each of their identified gifted students, as provided in the student's Gifted Individualized Education Plan (GIEP).</p>
<p>Title 22 Sec. 16.32, 16.61, 16.62</p>	<p>The district shall provide all required notices and information to parents/guardians of gifted students, document all consents and responses of parents/guardians, and adhere to all established timelines.</p>
<p>2. Guidelines Title 22 Sec. 16.21</p>	<p>The district shall make the Permission To Evaluate form readily available to parents/guardians. If an oral request is made to an administrator or professional employee, s/he shall provide the form to the parents/guardians within ten (10) calendar days of the oral request.</p>
<p>Title 22 Sec. 16.41</p>	<p><u>Caseloads/Class Size</u></p> <p>The Board directs the Superintendent and designated administrators to annually assess the district's delivery of gifted services and programs, in order to:</p> <ol style="list-style-type: none"> <li>1. Ensure the ability of assigned staff to provide the services required in each identified student's GIEP.</li> <li>2. Address the educational placements for gifted students within the district.</li> <li>3. Limit the total number of gifted students that can be on an individual gifted teacher's caseload to a maximum of sixty-five (65) students.</li> <li>4. Limit the total number of gifted students that can be on an individual gifted teacher's class roster to a maximum of twenty (20) students.</li> </ol>



<p>Title 22 Sec. 16.41</p>	<p>The <b>district</b> may make a written request to the Secretary of Education to waive the applicable caseload and class size maximums in extenuating circumstances.</p>
<p>Title 22 Sec. 16.65 <b>20 U.S.C. Sec. 1232g</b> Pol. 216</p>	<p><u>Confidentiality Of Student Records</u></p> <p>All <b>personally identifiable</b> information regarding a gifted student shall be treated as confidential and disclosed only as permitted by the Family Educational Rights and Privacy Act (FERPA) and its implementing regulations, State Board of Education regulations, and Board policy.</p>
<p>Title 22 Sec. 16.21</p>	<p><u>Awareness Activities</u></p> <p>The <b>Superintendent</b> or designee shall annually conduct awareness activities to inform parents/guardians of school-aged children residing within the district of its gifted education services and programs, and how to request these services and programs.</p> <p>Awareness activities may include providing written notice of the district's gifted education program through local newspapers, other media, student handbooks and the district website.</p>
<p>3. Delegation of Responsibility</p>	<p>The Superintendent or designee shall develop administrative regulations to implement this policy.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1371</p> <p>State Board of Education Regulations – 22 PA Code Sec. <b>4.13</b>, 4.28, 11.12, 16.1 et seq.</p> <p><b>Family Educational Rights and Privacy Act – 20 U.S.C. Sec. 1232g</b></p> <p>Board Policy – 000, <b>100</b>, 113, 216</p> <p>NOTE:</p> <p>Language on making the gifted education plan available at “the nearest public library” is included in the official sign-off sheet for PDE’s comprehensive planning tool. Chapter 4 Regulations only require the plan to be made available for public inspection and comment, generally.</p> <p>PSBA Revision 6/14</p>





SECTION: PROGRAMS

TITLE: STUDENT SERVICES

ADOPTED:

REVISED:

	146. STUDENT SERVICES
1. Authority Title 22 Sec. 4.13, 12.41 Pol. 100  <b>Title 22</b> <b>Sec. 12.41</b>	<p>The Board directs that every six (6) years, the district shall develop a written plan for implementing a comprehensive and integrated K-12 program of student services, based on the needs of students. The plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days prior to approval by the Board.</p> <p>The Board directs that the student services plan shall be reviewed and revised as necessary.</p>
2. Guidelines Title 22 Sec. 12.41  Title 22 Sec. 12.41  Pol. 112, 113, 209, 210, 210.1	<p>Services offered by community agencies in district schools shall be coordinated by and be under the general direction of the school district.</p> <p>The following categories of services shall be provided by the district and included in the student services plan:</p> <ol style="list-style-type: none"> <li>1. Developmental services that address students' needs throughout their district enrollment, which include: guidance counseling, psychological services, health services, home and school visitor services, and social work services that support students in addressing academic, behavioral, health, personal and social development issues.</li> <li>2. Diagnostic, intervention and referral services for students experiencing problems attaining educational achievement appropriate to their learning potential.</li> <li>3. Consultation and coordination services for students who are experiencing chronic problems that require multiple services by teams or specialists.</li> </ol>
<b>SC 1547</b> <b>Title 22</b> <b>Sec. 12.42</b> <b>Pol. 236</b>	<p>The district shall plan and provide for a Student Assistance Program (SAP) in accordance with applicable law and regulations.</p>

Title 22 Sec. 12.41	<p>The district's student services shall:</p> <ol style="list-style-type: none"> <li>1. Be an integral part of the instructional program at all levels of the school system.</li> <li>2. Provide information to students and parents/guardians about the educational opportunities of the school's instructional program and how to access those opportunities.</li> <li>3. Provide career information and assessments to inform students and parents/guardians about work and career options available to individual students.</li> <li>4. Provide basic health services required by law for students and provide information to parents/guardians about the health needs of their children.</li> </ol>
Pol. 112, 115	
Pol. 209, 210, 210.1, 227	
3. Delegation of Responsibility	<p>The Superintendent or designee shall be responsible to develop, implement and monitor a student services plan that complies with state regulations and is available to all students.</p>
Title 22 Sec. 12.41	<p><b>The Superintendent or designee shall ensure that all persons delivering student services are specifically licensed or certified as required by law or regulations.</b></p>
	References:
	<b>School Code – 24 P.S. Sec. 1547</b>
	State Board of Education Regulations – 22 PA Code Sec. 4.13, 12.41, 12.42
	Board Policy – 100, 112, 113, 115, 209, <b>209.1</b> , 210, 210.1, 227, <b>235.1</b> , <b>236</b> , 808
	NOTE:
	<p><b>Language on making the student services plan available at “the nearest public library” is included in the official sign-off sheet for PDE’s comprehensive planning tool. Chapter 4 Regulations only require the plan to be made available for public inspection and comment, generally.</b></p>
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SECTION: PUPILS

TITLE: ATTENDANCE

ADOPTED:

REVISED:

	204. ATTENDANCE
1. Purpose SC 1301, 1326, 1327 Title 22 Sec. 11.12, 11.13, 11.41, 12.1 Pol. 200	The Board requires that school age students enrolled in district schools attend school regularly, in accordance with state laws. The educational program offered by the district is predicated upon the presence of the student and requires continuity of instruction and classroom participation in order for students to achieve academic standards and consistent educational progress.
2. Authority SC 1327, 1329, 1330 Title 22 Sec. 11.23, 11.25, 12.1	Attendance shall be required of all students enrolled in district schools during the days and hours that school is in session, except that a principal or teacher may excuse a student for temporary absences upon receipt of satisfactory evidence of mental, physical, or other urgent reasons that may reasonably cause the student's absence. Urgent reasons shall be strictly construed and do not permit irregular attendance.
Title 22 Sec. 11.25	<p>The Board considers the following conditions to constitute reasonable cause for absence from school:</p> <p>{✓} Illness.</p> <p>{✓} Quarantine.</p> <p>{ } Family emergency.</p> <p>{✓} Recovery from accident.</p> <p>{✓} Required court attendance.</p> <p>{✓} Death in family.</p> <p>{ } Family educational travel, with prior approval.</p>

<p>SC 1329 Title 22 Sec. 11.26</p>	<p>{✓} Educational tours and trips [with prior approval.]</p>
<p>MISSING SOURCE NEW</p>	<p>Absences shall be treated as unlawful until the district receives a written excuse explaining the absence, to be submitted within three (3) days of the absence.</p> <p>A maximum of ten (10) days of cumulative lawful absences verified by parental notification shall be permitted during a school year. All absences beyond ten (10) cumulative days shall require an excuse from a licensed physician.</p>
<p>SC 1333, 1354 Title 22 Sec. 12.1</p>	<p>The Board shall report to appropriate authorities infractions of the law regarding the attendance of students below the age of seventeen (17). The Board shall issue notice to those parents/guardians who fail to comply with the requirements of compulsory attendance that such infractions will be prosecuted according to law.</p>
<p>SC 1327 Title 22 Sec. 11.22, 11.23, 11.28 Pol. 115, 116, 117, 118</p>	<p>Attendance need not always be within school buildings. 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.</p>
<p>Title 22 Sec. 11.21</p>	<p>Upon written request by a parent/guardian, an absence for observance of a student's religion on a day approved by the Board as a religious holiday shall be excused. A penalty shall not be attached to an absence for a religious holiday.</p>
<p>SC 1546 Title 22 Sec. 11.21</p>	<p>The Board shall, upon written request of the parents/guardians, release from attendance a student participating in a religious instruction program acknowledged by the Board. Such instruction shall not require the child's absence from school for more than thirty-six (36) hours per school year, and its organizers must inform the Board of the child's attendance record. The Board shall not provide transportation to religious instruction. A penalty shall not be attached to an absence for religious instruction.</p>
<p>SC 1329 Title 22 Sec. 11.41</p>	<p>The Board shall permit a student to be excused for participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group upon written request prior to the event.</p>
<p>Title 22 Sec. 11.23, 11.25</p>	<p>The Board will recognize other justifiable absences for part of the school day. These shall include</p> <p>{✓} medical or dental appointments,</p>

	<p><input checked="" type="checkbox"/> court appearances,</p> <p><input type="checkbox"/> family emergencies,</p> <p><input type="checkbox"/> other urgent reasons.</p> <p>The Board shall excuse the following students from the requirements of attendance at district schools, upon request and with the required approval:</p>
SC 1329, 1330 Title 22 Sec. 11.34	<p><input checked="" type="checkbox"/> 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.</p>
SC 1327 Title 22 Sec. 11.32	<p><input checked="" type="checkbox"/> Students enrolled in nonpublic or private schools in which the subjects and activities prescribed by law are taught.</p>
Title 22 Sec. 11.5	<p><input checked="" type="checkbox"/> Students attending college who are also enrolled part-time in district schools.</p>
SC 1327.1 Pol. 137	<p><input checked="" type="checkbox"/> Students attending a home education program in accordance with law.</p> <p><del>NOT LISTED IN CURRENT POLICY</del></p>
SC 1327	<p><input checked="" type="checkbox"/> Students fifteen (15) or sixteen (16) years of age whose enrollment in private trade or business schools has been approved.</p>
SC 1330	<p><input checked="" type="checkbox"/> Students fifteen (15) years of age, and fourteen (14) years of age who have completed the highest elementary grade, engaged in farm work or private domestic service under duly issued permits.</p>
SC 1330 Title 22 Sec. 11.28	<p><input checked="" type="checkbox"/> Students sixteen (16) years of age regularly employed during the school session and holding a lawfully issued employment certificate.</p> <p>The Board may excuse the following students from the requirements of attendance at district schools:</p>
SC 1327 Title 22 Sec. 11.22 Pol. 116	<p><input checked="" type="checkbox"/> 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.</p>

Title 22 Sec. 11.34	{ } 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.
SC 1327	{ } Students enrolled in special schools conducted by the <u>Intermediate Unit</u> or the Department of Education.
SC 1329 Title 22 Sec. 11.26	<p><u>Educational Tours/Trips</u></p> <p>The Board may excuse a student from school attendance to participate in an educational tour or trip not sponsored by the district if the following conditions are met:</p> <ol style="list-style-type: none"> <li>1. The parent/guardian submits a written request for excusal prior to the absence.</li> <li>2. The student's participation has been approved by the Superintendent or designee.</li> <li>3. The adult directing and supervising the tour or trip is acceptable to the parents/guardians and the Superintendent.</li> </ol>
3. Delegation of Responsibility Title 22 Sec. 11.41	<p>The Board may limit the number and duration of tours or trips for which excused absences may be granted to a student during the school term.</p> <p>The Superintendent or designee shall annually notify students, parents/guardians and staff about the district's attendance policy by publishing such policy in the student handbook, parent newsletters, district website and other efficient methods.</p> <p>The Superintendent or designee shall develop administrative regulations for the attendance of students which:</p>
SC 1501, 1504 Title 22 Sec. 4.4, 11.1, 11.2, 11.3	{ } Ensure a school session that conforms with requirements of state law and regulations.
SC 1332, 1339	{ } Govern the keeping of attendance records in accordance with law.
Title 22 Sec. 11.41	{ } Distribute annually to staff, students, and parents/guardians Board policies and school rules and regulations governing student attendance, absences and excusals.



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<p>SC 1333, 1338, 1354 Pol. 218, 233</p>	<p>{ } <b>Impose on truant students appropriate incremental disciplinary measures for infractions of school rules, but no penalty may have an irredeemably negative effect on the student's record beyond that which naturally follows absence from classroom learning experiences.</b></p>
<p>SC 1333, 1354</p>	<p>{ } <b>Identify the habitual truant, investigate the causes of truant behavior, and consider modification of the student's educational program to meet particular needs and interests.</b></p> <p>{ } <b>Ensure that students legally absent have an opportunity to make up work.</b></p> <p>{ } <b>Issue written notice to any parent/guardian who fails to comply with the compulsory attendance law, within three (3) days of any proceeding brought under that law. Such notice shall inform the parent/guardian of the date(s) the absence occurred; that the absence was unexcused and in violation of law; that the parent/guardian is being notified and informed of his/her liability under law for the absence of the student; and that further violations during the school term will be prosecuted without notice.</b></p>
<p>SC 1318 Pol. 218, 233</p>	<p>Repeated infractions of Board policy requiring the attendance of enrolled students may constitute misconduct and disobedience that warrant the student's suspension or expulsion from the regular school program or provision of alternative education services.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 510, 1301, 1318, 1326, 1327, 1327.1, 1329, 1330, 1332, 1333, 1338, 1339, 1354, 1501, 1504, 1546</p> <p>State Board of Education Regulations – 22 PA Code Sec. 4.4, 11.1, 11.2, 11.3, 11.5, 11.8, 11.12, 11.13, 11.21, 11.22, 11.23, 11.24, 11.25, 11.26, 11.28, 11.32, 11.34, 11.41, 12.1</p> <p>Board Policy – 000, 115, 116, 117, 118, 137, 200, 218, 233</p>
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SECTION: PUPILS

TITLE: GRADUATION

ADOPTED:

REVISED:

	<p style="text-align: right;">217. GRADUATION <i>Formerly GRADUATION REQUIREMENTS</i></p>
<p>1. Purpose</p> <p><i>Revised</i></p>	<p>The Board shall <b>establish graduation requirements</b> and acknowledge each student's successful completion of the instructional program by awarding diplomas and certificates at graduation ceremonies.</p>
<p>2. Authority</p> <p>Title 22 Sec. 4.24, 4.51, 4.52</p> <p>Title 22 Sec. 4.24</p>	<p>The Board shall adopt the graduation requirements students must achieve in accordance with state regulations.</p> <p><i>Eliminated sentence - Graduation req. in Strategic Plan</i></p> <p>The Board requires graduation requirements to be published and distributed to students and parents/guardians, and made available in each school building or on the district's website. All changes to graduation requirements shall be published and distributed to students and parents/guardians, and made available in each school building or on the district's website immediately following approval by the Board.</p>
<p>SC 1611, 1613 Title 22 Sec., 4.24 Pol. 102, 127, 213</p>	<p><b><u>Diplomas</u></b></p> <p>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.</p> <p><i>Replaces specific graduation requirements - included already in Course Guide</i></p> <p><i>Eliminated sentence - but provided to Board for approval</i></p> <p>A student who has completed the requirements for graduation shall not be denied a diploma as a disciplinary measure</p>
<p>Pol. 233</p>	<p><i>✓</i>, 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.</p>

<p>SC 1614 Title 22 <b>Sec. 4.12, 4.24</b> 11.27 34 CFR Sec. 300.102, 300.305 Pol. 113</p>	<p><i><b>Students With Disabilities –</b></i></p> <p>The Board shall permit a student with a disability, whose Individualized Education Program (IEP) prescribes continued educational services, to participate in commencement ceremonies with his/her graduating class and receive a certificate of attendance, <b>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.</b></p>
<p><b>Title 22</b> <b>Sec. 11.5, 11.8</b></p>	<p><i><b>Part-Time Students –</b></i></p> <p>A student may qualify for graduation by attending a district school part-time <b>when lawfully employed part-time</b> or when officially enrolled part-time in a postsecondary institution.</p>
<p>Title 22 Sec. 11.4, 11.8</p>	<p><i><b>Full-Time Postsecondary Students –</b></i></p> <p>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.</p>
<p>SC 1611</p>	<p><i><b>{ } Eligible Veterans –</b></i></p> <p><b>{ }</b> 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.</p> <p><b>{ }</b> Upon proper application, the Board may award a diploma posthumously to a veteran who meets the stated requirements.</p> <p><b>{ }</b> 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.</p>
<p>3. Delegation of Responsibility</p> <p><b>Title 22</b> <b>Sec. 4.24</b></p>	<p>The Superintendent or designee shall be responsible for <b>ensuring the following:</b></p> <p><b>1. Publication and distribution of graduation requirements to students and parents/guardians.</b></p>

<p>Title 22 Sec. 4.12, 4.24, 4.51, 4.52 Pol. 102, 127, 213</p>	<p>2. <b>Counseling of students regarding expectations of graduation requirements.</b></p>
<p>Title 22 Sec. 4.12, 4.24, 4.51, 4.52 Pol. 102, 127, 213</p>	<p>3. <b>Assessment of individual student attainment of academic standards to ensure the student's progress toward achievement of graduation requirements.</b></p>
<p>Pol. 212</p>	<p>4. <b>Accurate recording and reporting of each student's progress and accumulation of graduation requirements.</b></p>
<p>Title 22 Sec. 4.24</p>	<p>5. <b>Provision of assistance to those students having difficulty attaining the academic standards.</b></p> <p>6. <b>Development of a list of individuals who qualify for the award of a diploma.</b></p> <p>7. <b>Planning and executing graduation ceremonies that appropriately recognize this important achievement.</b></p>
<p>References:</p>	
<p>School Code – 24 P.S. Sec. 1611, 1613, 1614</p>	
<p>State Board of Education Regulations – 22 PA Code Sec. 4.12, 4.24, 4.51, 4.52, 11.4, 11.5, 11.8, 11.27</p>	
<p><b>Individuals With Disabilities Education Act, Title 34, Code of Federal Regulations – 34 CFR Part 300</b></p>	
<p>Board Policy – 102, 113, 127, 212, 213, 216, 233</p>	
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**REVISED:**

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<p>3. Delegation of Responsibility</p>	<p>The Superintendent or designee shall develop rules to implement this policy which:</p> <ul style="list-style-type: none"> <li>{<input checked="" type="checkbox"/>} Provide for submission, consideration, and response to constructive student suggestions.</li> <li>{<input checked="" type="checkbox"/>} Designate the manner by which students shall be selected for participation in school matters.</li> <li>{<input checked="" type="checkbox"/>} Ensure that student participation is fairly representational of the whole student body.</li> <li>{<input checked="" type="checkbox"/>} Ensure that the student voice and vote in decision-making is fairly balanced with those of faculty, administration and community members.</li> </ul> <p>References:</p> <p>School Code – 24 P.S. Sec. 510</p> <p>PSBA Revision 6/14</p> <p>© 2014 PSBA</p>
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SECTION: EMPLOYEES

TITLE: EMPLOYMENT OF  
SUPERINTENDENT/  
ASSISTANT  
SUPERINTENDENT

ADOPTED:

REVISED:

	302. EMPLOYMENT OF SUPERINTENDENT/ASSISTANT SUPERINTENDENT
1. Purpose SC 1001	The Board places the <b>primary</b> responsibility and authority for the administration of the district in the Superintendent and Assistant Superintendent. Therefore, selection of a Superintendent or Assistant Superintendent is critical to the effective leadership and management of the district.
2. Authority SC 508, 1071, 1073	During the last year of the Superintendent's term or any other time the position of Superintendent becomes vacant, the Board shall meet to appoint, by a majority vote of all members of the Board, a properly qualified district Superintendent. The appointed Superintendent shall enter into a written contract with the Board for a term of three (3) to five (5) years.
SC 508, 1071, 1076, 1077	{ } An Assistant Superintendent shall be appointed by a majority vote of all members of the Board upon nomination of the Superintendent. An Assistant Superintendent may serve through the term of the Superintendent or enter into a contract for a term of three (3) to five (5) years.
SC 1073, 1077	At a regular Board meeting occurring at least 150 days prior to the expiration date of the Superintendent's or an Assistant Superintendent's term of office, the Board meeting agenda shall include an item requiring affirmative action by five (5) or more Board members to notify the Superintendent or Assistant Superintendent that the Board intends to retain him/her for a further term of three (3) to five (5) years or that other candidates will be considered for the office. If the Board fails to take such action, the current Superintendent or Assistant Superintendent shall continue in office for a term similar in length to that which s/he is currently serving.
SC 1079	Whenever the Board finds it impossible or impractical to immediately fill a vacancy in the office of Superintendent or Assistant Superintendent, the Board may appoint an acting Superintendent or Assistant Superintendent to serve not longer than one (1) year from the time of appointment.

302. EMPLOYMENT OF SUPERINTENDENT/ASSISTANT  
SUPERINTENDENT - Pg. 2

3. Guidelines	<p><input checked="" type="checkbox"/> In the event the Board appoints an acting Superintendent or Assistant Superintendent, the Board shall approve and document the recruitment and assessment procedures to be used to permanently fill such vacancy in accordance with Board policy.</p> <p><u>Recruitment And Assessment Of Candidates</u></p> <p>The Board shall actively seek candidates who meet the qualifications and requirements for the position of Superintendent and/or Assistant Superintendent. It may be aided in this task by</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> a committee of Board members and/or</li> <li><input checked="" type="checkbox"/> the services of professional consultants.</li> <li><input checked="" type="checkbox"/> the counsel of the retiring Superintendent.</li> </ul> <p>When undertaking a search to fill the position of Superintendent or Assistant Superintendent, recruitment procedures shall be prepared and may include the following:</p>
Pol. 104	<p><input checked="" type="checkbox"/> Preparation of a job description for the position, written in accordance with the requirements of federal and state laws and regulations.</p>
SC 1002, 1003, 1078 Title 22 Sec. 49.41, 49.42	<p><input type="checkbox"/> Preparation of written qualifications, in addition to applicable state requirements, for all applicants.</p> <p><input checked="" type="checkbox"/> Preparation of informative materials describing the school district, the Superintendent/Assistant Superintendent position, and the district's educational goals.</p> <p><input checked="" type="checkbox"/> Opportunity for selected applicants to visit the district schools, meet with internal staff and external stakeholders at the Board's invitation.</p>
Pol. 104	<p>Recruitment, screening and evaluation of candidates shall be conducted in accordance with Board policy, Board established leadership criteria and state and federal law.</p> <p>The Board shall determine prior to interviewing finalists which expenses associated with such interviews will be reimbursed by the school district.</p>

302. EMPLOYMENT OF SUPERINTENDENT/ASSISTANT  
SUPERINTENDENT - Pg. 3

	<p>A candidate's misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for dismissal by the Board.</p> <p><u>Pre-Employment Requirements</u></p>
SC 111.1	<p><b>The district shall conduct an employment history review in compliance with state law prior to issuing an offer of employment to a candidate. Failure to accurately report required information shall subject the candidate to discipline up to, and including, denial of employment or termination if already hired, and may subject the candidate to civil and criminal penalties. The district may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment and may report the information as permitted by law.</b></p>
SC 111 23 Pa. C.S.A. Sec. 6344	<p>A candidate shall not be employed until the individual has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process.</p>
SC 111, 111.1	<p>Each candidate shall report, on the designated form, all arrests and convictions as specified on the form. Candidates shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form. Failure to accurately report such arrests and convictions may subject the individual to denial of employment, termination if already hired, and/or criminal prosecution.</p>
SC 1004	<p>Before entering the duties of the office, the Superintendent or Assistant Superintendent shall take and subscribe to the oath of office prescribed by law.</p>
Pol. 314	<p>After receiving a conditional offer of employment but prior to beginning employment, the candidate shall undergo medical examinations, as required by law and as the Board may require.</p> <p><input checked="" type="checkbox"/> at Board expense.</p> <p><input type="checkbox"/> at the candidate's expense.</p>

302. EMPLOYMENT OF SUPERINTENDENT/ASSISTANT  
SUPERINTENDENT - Pg. 4

SC 1073	<p><u>Employment Contracts</u></p>
SC 1073.1, 1081, 1082 Pol. 003, 312	<p>An individual shall not be employed as Superintendent or Assistant Superintendent unless s/he has signed an employment contract expressly stating the terms and conditions of employment. The written contract shall:</p>
SC 1075, 1077	<ol style="list-style-type: none"> <li>1. Contain the mutual and complete agreement between the Superintendent or Assistant Superintendent and the Board with respect to the terms and conditions of employment.</li> <li>2. Consistent with state certification requirements, specify the duties, responsibilities, job description and performance expectations, including performance standards and assessments as required by law.</li> <li>3. Incorporate all provisions relating to compensation and benefits to be paid to or on behalf of the Superintendent or Assistant Superintendent.</li> </ol>
SC 1073	<ol style="list-style-type: none"> <li>4. Specify the term of employment and state that the contract shall terminate immediately, except as otherwise provided by law, upon the expiration of the term unless the contract is allowed to renew automatically as required by law.</li> <li>5. Specify the termination, buyout and severance provisions, including all postemployment compensation and the period of time in which the compensation shall be provided. Termination, buyout and severance provisions may not be modified during the course of the contract or in the event a contract is terminated prematurely.</li> </ol>
SC 1007, 1008	<ol style="list-style-type: none"> <li>6. Contain provisions relating to outside work that may be performed, if any.</li> <li>7. State that any modification to the contract must be in writing.</li> <li>8. State that the contract shall be governed by the laws of the Commonwealth.</li> <li>9. Limit compensation for unused sick leave in employment contracts for Superintendents and/or Assistant Superintendents who have no prior experience as a district superintendent or assistant superintendent to the maximum compensation for unused sick leave under the school district's administrative compensation plan in effect at the time of the contract.</li> <li>10. Limit transferred sick leave from previous employment to not more than thirty (30) days for Superintendents and/or Assistant Superintendents who have no prior experience as a district superintendent or assistant superintendent.</li> </ol>

302. EMPLOYMENT OF SUPERINTENDENT/ASSISTANT  
SUPERINTENDENT - Pg. 5

<p>SC 1080 2 Pa. C.S.A. Sec. 551 et seq</p>	<p>11. Specify postretirement benefits and the period of time in which the benefits shall be provided.</p>
<p>SC 1073</p>	<p><u>Removal/Severance</u></p> <p>A Superintendent or Assistant Superintendent may be removed from office and have their contracts terminated, after a hearing, by a majority vote of all members of the Board and in accordance with law. The Board shall publicly disclose at the next regularly scheduled meeting the removal from office of a Superintendent or Assistant Superintendent.</p> <p>Any negotiated severance of employment prior to the end of the term of the Superintendent's or Assistant Superintendent's specified contract term shall be limited to either:</p> <ol style="list-style-type: none"> <li>1. The equivalent of one (1) year's compensation and benefits due under the contract, if the severance agreement takes effect two (2) or more years prior to the end of the contract term; or</li> <li>2. The equivalent of one-half (1/2) of the total compensation and benefits due under the contract for the remainder of the term, if the severance agreement takes effect less than two (2) years prior to the end of the contract term.</li> </ol> <p>References:</p> <p>School Code – 24 P.S. Sec. 108, 111, 111.1, 508, 1001, 1002, 1003, 1004, 1007, 1008, 1071, 1073, 1073.1, 1075, 1076, 1077, 1078, 1079, 1080, 1081, 1082, 1418</p> <p>State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq., 49.41, 49.42, 49.171, 49.172</p> <p>State Department of Health Regulations – 28 PA Code Sec. 23.43, 23.44, 23.45</p> <p>Local Agency Law – 2 Pa. C.S.A. Sec. 551 et seq.</p> <p>Criminal History Record Information Act – 18 Pa. C.S.A. Sec. 9125</p> <p>Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.</p> <p>Americans With Disabilities Act – 42 U.S.C. Sec. 12101 et seq.</p> <p>Board Policy – 003, 104, 312, 314</p> <p>PSBA Revision 11/14</p>

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SECTION: EMPLOYEES

TITLE: EMPLOYMENT OF DISTRICT STAFF

ADOPTED:

REVISED:

	304. EMPLOYMENT OF DISTRICT STAFF
<p>1. Authority</p> <p>SC 406, 508, 1089, 1106, 1107, 1142- 1152 Title 22 Sec. 4.4 Pol. 328</p>	<p>The <b>Board</b> places <b>substantial</b> responsibility for the effective management and operation of district schools and the quality of the educational program with its administrative, professional and support employees.</p> <p>The Board shall, by a majority vote of all members, approve the employment; set the compensation; and establish the term of employment for each administrative, professional and support employee employed by the district.</p> <p>{<input checked="" type="checkbox"/>} Approval shall normally be given to the candidates for employment recommended by the Superintendent.</p> <p>{<input checked="" type="checkbox"/>} When any recommended candidate has been rejected by the Board, the Superintendent shall make a substitute recommendation.</p> <p>{<input checked="" type="checkbox"/>} The Superintendent shall recommend <del>no</del> fewer than <u>3</u> applicants and each candidate shall be interviewed by the Board <i>or Personnel Committee</i> <span style="float: right;"><i>if approved by the Board</i></span></p>
SC 1111	<p>No teacher shall be employed who is related to any member of the Board, as defined in law, unless such teacher receives the affirmative vote of a majority of all members of the Board other than the member related to the applicant, who shall not vote.</p> <p>The Board authorizes the use of professional and support employees prior to Board approval when necessary to maintain continuity of the educational program and services. Retroactive employment shall be recommended to the Board at the next regular Board meeting.</p>
SC 1204.1	<p>The district shall use the Standard Application for Teaching Positions but may also establish and implement additional application requirements for professional employees.</p>

	<p>An employee's misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for dismissal by the Board.</p> <p><u>Pre-Employment Requirements</u></p>
SC 111.1	<p>The district shall conduct an employment history review in compliance with state law prior to issuing an offer of employment to a candidate. Failure to accurately report required information shall subject the candidate to discipline up to, and including, denial of employment or termination if already hired, and may subject the candidate to civil and criminal penalties. The district may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment and may report the information as permitted by law.</p>
SC 111 23 Pa. C.S.A. Sec. 6344	<p>A candidate shall not be employed until s/he has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process.</p>
SC 111, 111.1	<p>Each candidate shall report, on the designated form, arrests and convictions as specified on the form. Candidates shall likewise report arrests and convictions that occur subsequent to initially submitting the form. Failure to accurately report such arrests and convictions may subject the individual to denial of employment, termination if already hired, and/or criminal prosecution.</p>
SC 1109, 1201 24 P.S. Sec. 2070.2 Title 22 Sec. 49.1 et seq	<p>A candidate for employment in the district shall not receive a recommendation for employment without evidence of his/her certification when such certification is required.</p>
2. Delegation of Responsibility Pol. 104	<p>The Superintendent or designee shall develop administrative regulations for employment of staff, in accordance with Board policy and state and federal laws and regulations.</p> <p>Staff vacancies that represent opportunities for professional advancement or diversification shall be made known to district employees so they may apply for such positions.</p>
42 U.S.C. Sec. 12112	<p>The Superintendent or designee may apply necessary screening procedures to determine a candidate's ability to perform the job functions of the position for which a candidate is being considered.</p>



<p>SC 1109, 1201 Title 22 Sec. 49.1 et seq</p>	<p>The <b>Superintendent</b> or designee shall seek recommendations from former employers and others in assessing the candidate's qualifications. <b>Such</b> recommendations and references shall be retained confidentially and for official use only.</p>
<p>Title 22 Sec. 403.2, 403.4 20 U.S.C. Sec. 6319, 7801</p>	<p>Each <b>certificated administrative</b> and professional employee employed by the district shall be responsible for maintaining a valid certificate when such certificate is required by law.</p>
<p>Title 22 Sec. 403.4, 403.5 20 U.S.C. Sec. 6319, 7801</p>	<p><u><b>Title I Requirements</b></u></p> <p>All <b>elementary, middle and secondary teachers</b> employed by the district who teach <b>core academic</b> subjects shall be highly qualified, as defined by federal law and state regulations.</p> <p>The principal of a school providing Title I programs to students shall annually attest that <b>professional staff teaching</b> in such programs are highly qualified and <b>paraprofessionals providing instructional support</b> in such programs meet required qualification, in accordance with federal law and state regulations. The written certifications shall be maintained in the district office and the school office and shall be available to the public, upon request.</p>
<p>Title 22 Sec. 403.2, 403.5 20 U.S.C. Sec. 6319</p>	<p>All <b>paraprofessionals providing instructional support</b> in a program supported by Title I funds shall have a <b>secondary school diploma</b> or a recognized equivalent and one (1) of the following:</p> <ol style="list-style-type: none"> <li>1. At least two (2) years of study at an institution of higher learning.</li> <li>2. Associate's or higher degree.</li> <li>3. Evidence of meeting a rigorous standard of quality through a state or local assessment.</li> </ol> <p>Title I <b>paraprofessionals</b> who solely coordinate parental involvement activities or act as translators are exempt from the above qualifications.</p>

<p>Title 22 Sec. 14.105 Pol. 113</p>	<p><u>Special Education Paraprofessionals</u></p> <p>All instructional paraprofessionals hired by the district, who work under the direction of a certificated staff member to support and assist in providing instructional programs and services to students with disabilities or eligible students, shall have a secondary school diploma and one (1) of the following:</p> <ol style="list-style-type: none"> <li>1. At least two (2) years of postsecondary study.</li> <li>2. Associate's or higher degree.</li> <li>3. Evidence of meeting a rigorous standard of quality through a state or local assessment.</li> </ol>
<p>Title 22 Sec. 14.105</p>	<p>Instructional paraprofessionals shall provide evidence of twenty (20) hours of staff development activities related to their assignment each school year.</p>
<p>Title 22 Sec. 14.105</p>	<p><u>Personal Care Assistants</u></p> <p>A personal care assistant provides one-to-one support and assistance to a student, including support and assistance in the use of medical equipment.</p> <p>Personal care assistants shall provide evidence of twenty (20) hours of staff development activities related to their assignment each school year. The twenty (20) hours of training may include training required by the School-Based Access Program.</p>
<p>Title 22 Sec. 14.105</p>	<p><u>Educational Interpreters</u></p> <p>An educational interpreter is an individual who provides students who are deaf or hard of hearing with interpreting or transliterating services in an educational setting. To serve as an educational interpreter, an individual shall meet the qualifications set forth in law and regulations.</p>

**References:**

School Code – 24 P.S. Sec. 108, 111, **111.1**, 406, 508, 1089, 1106, 1107, 1109, 1109.2, 1111, 1142-1152, 1201, 1204.1

State Board of Education Regulations – 22 PA Code Sec. 4.4, 8.1 et seq., 14.105, 49.1 et seq., 403.2, 403.4, 403.5

**Educator Discipline Act – 24 P.S. Sec. 2070.2**

**Criminal History Record Information Act – 18 Pa. C.S.A. Sec. 9125**

**Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.**

**No Child Left Behind Act – 20 U.S.C. Sec. 6319, 7801**

**Americans With Disabilities Act – 42 U.S.C. Sec. 12101 et seq.**

**Board Policy – 000, 104, 113, 328**





SECTION: EMPLOYEES

TITLE: EMPLOYMENT OF  
SUBSTITUTES

ADOPTED:

REVISED:

	305. EMPLOYMENT OF SUBSTITUTES
<p>1. Authority</p> <p>SC 406, 1101, 1106, 1148</p>	<p>Qualified and competent substitutes for professional and support employees shall be employed by the district in order to provide continuity in the educational programs, operations and services of the schools.</p> <p>The Board shall approve annually the names of potential substitute employees and the positions in which they may substitute.</p> <p>Additional names may be added to the list of substitutes by the Board during the school year.</p> <p>Approval shall normally be given to the candidates for employment recommended by the Superintendent.</p> <p>Utilization of substitutes prior to approval by the Board is authorized when their use is required to maintain continuity in the educational program and services of the district and the candidate has satisfied legal pre-employment requirements. Retroactive approval shall be recommended to the Board at the next regular Board meeting.</p> <p>A candidate's misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for dismissal by the Board.</p> <p><u>Pre-Employment Requirements</u></p>
<p>SC 111.1</p>	<p>The district shall conduct an employment history review in compliance with state law prior to issuing an offer of substitute employment to a candidate. The employment history review shall remain valid as long as the substitute continues to be employed by the district or remains on the approved substitute list. Failure to accurately report required information shall subject the candidate to discipline up to, and including, denial of employment or termination if already hired, and may subject the candidate to civil and</p>

<p>SC 111 23 Pa. C.S.A. Sec. 6344</p>	<p><b>criminal penalties. The district may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment and may report the information as permitted by law.</b></p>
<p>SC 111, 111.1</p>	<p>A candidate shall not be employed until the individual has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process.</p>
<p>SC 1109, 1201 24 P.S. Sec. 2070.2 Title 22 Sec. 49.1 et seq</p>	<p>Each candidate shall report, on the designated form, arrests and convictions as <b>specified on the form. Candidates shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form. Failure to accurately report such arrests and convictions may subject the individual to denial of employment, termination if already hired, and/or criminal prosecution.</b></p> <p>A candidate for employment in the district shall not receive a recommendation for employment without evidence of his/her certification when such certification is required.</p>
<p>SC 1148</p>	<p><u>Compensation</u></p> <p>Substitutes shall be paid on a per diem basis at a rate</p> <p>{ <input checked="" type="checkbox"/> } set annually by the Board for the various classes of employees.</p> <p>{    } set periodically by the Board for the various classes of employees.</p> <p>{    } Substitutes assigned for the same professional employee for more than _____ days shall be compensated at a designated rate approved by the Board.</p>
<p>SC 1148</p>	<p>{    } A substitute employed for a full semester or more for a professional employee on leave for a specified period shall be compensated at a per diem rate equal to that of a temporary professional employee.</p>
<p>2. Delegation of Responsibility</p>	<p>The Superintendent or designee shall develop administrative regulations regarding employment of substitutes.</p> <p>The administration may seek recommendations from former employers and others to assess the candidate's qualifications. <b>Such</b> recommendations and references shall be retained confidentially and for official use only.</p>

{✓} The Superintendent or designee shall recommend retention on the Board's approved substitute list only for those substitutes who have satisfactorily performed their duties.

{✓} The Superintendent or designee shall prepare a written statement for all approved substitutes informing them of their pay rate, employee status, work schedule, and other matters that enable them to perform their duties to the best of their ability. A copy of this statement shall be placed in the employee's personnel file.

**References:**

School Code – 24 P.S. Sec. 108, 111, 111.1, 406, 1101, 1106, 1109, 1148, 1201

State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq., 49.1 et seq.

Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.

**Educator Discipline Act – 24 P. S. Sec. 2070.2**

Board Policy – 000, 104

**NOTES:**

**This policy applies to substitutes directly employed by the district. Policy 818 Contracted Services, would apply to substitutes hired through independent contractors.**







SECTION: EMPLOYEES

TITLE: EMPLOYMENT OF SUMMER  
SCHOOL STAFF

ADOPTED:

REVISED:

	306. EMPLOYMENT OF SUMMER SCHOOL STAFF
<p>1. Authority</p> <p>SC 406, 508, 1109, 1146, 1901 Pol. 124</p>	<p>The Board directs that <b>qualified and competent professional and support employees be employed to provide the district's summer school program.</b></p> <p>When a summer school program is authorized by the Board, the Board, by majority vote of all members, shall approve the employment; set the compensation; and establish the period of employment for each individual employed in the district summer school program.</p> <p>Approval shall normally be given to the candidates recommended by the responsible administrator and approved by the Superintendent.</p> <p>{ } Approval shall be given to those candidates for employment chosen by the Board from a group selected by the administrative staff.</p> <p>An employee's misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for dismissal by the Board.</p>
<p>SC 111.1</p> <p>SC 111 23 Pa. C.S.A. Sec. 6344</p>	<p><u>Pre-Employment Requirements</u></p> <p>The district shall conduct an employment history review in compliance with state law prior to issuing an offer of employment to a candidate. Failure to accurately report required information shall subject the candidate to discipline up to, and including, denial of employment or termination if already hired, and may subject the candidate to civil and criminal penalties. The district may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment and may report the information as permitted by law.</p> <p>A candidate shall not be employed until the individual has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process.</p>

SC 111, 111.1	<p>Each candidate shall report, on the designated form, arrests and convictions as <b>specified on the form. Candidates shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form.</b> Failure to accurately report such arrests and convictions may subject the individual to <b>denial of employment, termination if already hired, and/or criminal prosecution.</b></p>
<p>SC 1109, 1201 24 P.S. Sec. 2070.2 Title 22 Sec. 49.1 et seq</p>	<p><b>A candidate for employment in the district shall not receive a recommendation for employment without evidence of his/her certification when such certification is required.</b></p>
<p>2. Delegation of Responsibility</p>	<p>The Superintendent or designee shall develop administrative regulations or procedures to recruit, screen and recommend candidates for summer school employment. Only those candidates who are best qualified to perform the duties of the position, as determined by the administration, shall be recommended.</p> <p>Vacancies for summer school employment shall be made known to district personnel so that they may apply for such positions.</p> <p>Recommendations from former employers and others may be sought to assess the candidate's qualifications. <b>Such</b> recommendations and references shall be retained confidentially and for official use only.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 108, 111, <b>111.1</b>, 406, 508, 1109, 1146, <b>1201</b>, 1901</p> <p>State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq., <b>49.1 et seq.</b></p> <p><b>Educator Discipline Act – 24 P. S. Sec. 2070.2</b></p> <p>Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.</p> <p>Board Policy – 000, 104, 124</p>
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SECTION: EMPLOYEES

TITLE: EMPLOYMENT OF SUMMER  
SCHOOL STAFF

ADOPTED:

REVISED:

	306. EMPLOYMENT OF SUMMER SCHOOL STAFF
<p>1. Authority</p> <p>SC 406, 508, 1109, 1146, 1901 Pol. 124</p>	<p>The Board directs that <b>qualified and competent professional and support employees be employed to provide the district's summer school program.</b></p> <p>When a summer school program is authorized by the Board, the Board, by majority vote of all members, <b>shall approve the employment; set the compensation; and establish the period of employment for each individual employed in the district summer school program.</b></p> <p>Approval shall normally be given to the candidates recommended by the responsible administrator and approved by the Superintendent.</p> <p>{ } Approval shall be given to those candidates for employment chosen by the Board from a group selected by the administrative staff.</p> <p>An employee's misstatement of fact material to qualifications for employment or determination of salary shall constitute grounds for dismissal by the Board.</p>
	<p><b><u>Pre-Employment Requirements</u></b></p>
<p>SC 111.1</p>	<p><b>The district shall conduct an employment history review in compliance with state law prior to issuing an offer of employment to a candidate. Failure to accurately report required information shall subject the candidate to discipline up to, and including, denial of employment or termination if already hired, and may subject the candidate to civil and criminal penalties. The district may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment and may report the information as permitted by law.</b></p>
<p>SC 111 23 Pa. C.S.A. Sec. 6344</p>	<p>A candidate shall not be employed until the individual has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process.</p>

SC 111, 111.1	<p>Each candidate shall report, on the designated form, arrests and convictions as <b>specified on the form. Candidates shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form.</b> Failure to accurately report such arrests and convictions may subject the individual to <b>denial of employment, termination if already hired, and/or criminal prosecution.</b></p>
<p>SC 1109, 1201 24 P.S. Sec. 2070.2 Title 22 Sec. 49.1 et seq</p>	<p><b>A candidate for employment in the district shall not receive a recommendation for employment without evidence of his/her certification when such certification is required.</b></p>
<p>2. Delegation of Responsibility</p>	<p>The Superintendent or designee shall develop administrative regulations or procedures to recruit, screen and recommend candidates for summer school employment. Only those candidates who are best qualified to perform the duties of the position, as determined by the administration, shall be recommended.</p> <p>Vacancies for summer school employment shall be made known to district personnel so that they may apply for such positions.</p> <p>Recommendations from former employers and others may be sought to assess the candidate's qualifications. <b>Such</b> recommendations and references shall be retained confidentially and for official use only.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 108, 111, <b>111.1</b>, 406, 508, 1109, 1146, <b>1201</b>, 1901</p> <p>State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq., <b>49.1 et seq.</b></p> <p><b>Educator Discipline Act – 24 P. S. Sec. 2070.2</b></p> <p>Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.</p> <p>Board Policy – 000, 104, 124</p>
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SECTION: EMPLOYEES

TITLE: STUDENT TEACHERS/  
INTERNS

ADOPTED:

REVISED:

	307. STUDENT TEACHERS/INTERNS
<p>1. Authority</p> <p>SC 510</p> <p>SC 111 23 Pa. C.S.A. Sec. 6344</p>	<p>The Board encourages cooperation with colleges and universities within the state to assist in the training of student teachers and interns.</p> <p>The Board establishes that district schools shall accept student teachers and interns from accredited institutions with which the district has a cooperative agreement approved by the Board.</p> <p><b>The Board directs that student teachers and interns shall not be accepted into district schools unless they have complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of those screening processes.</b></p>
<p>2. Delegation of Responsibility</p> <p>SC 1418 Title 28 Sec. 23.43, 23.44, 23.45 Pol. 314</p>	<p>The Superintendent or designee shall be responsible to assign student teachers and interns to the schools.</p> <p>Recommendations for selection of cooperating teachers shall be made by the</p> <p>{ } building principal,</p> <p>{ } department head,</p> <p>with the agreement of the college or university supervisor.</p> <p>{ } The Superintendent or designee shall ensure distribution of student teachers throughout the district so that no single group of students or teachers will be subject to excessive student teacher classroom hours.</p> <p>Student teachers and interns shall comply with the health examination requirements of the state and Board policy applicable to district staff.</p>

	<p>While serving in district schools, student teachers and interns shall be responsible for their conduct to the supervising teacher/administrator and building principal.</p> <p><b><u>Arrest Or Conviction Reporting Requirements</u></b></p>
<p>SC 111</p> <p>REMOVED</p>	<p><b>Prior to being accepted into district schools, student teachers and interns shall report, on the designated form, arrests and convictions as specified on the form. Student teachers and interns shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form.</b></p>
<p>SC 111</p> <p>NEW</p>	<p><b>While serving in district schools, student teachers and interns shall use the designated form to report to the Superintendent or designee, within seventy-two (72) hours of the occurrence, an arrest or conviction required to be reported by law.</b></p>
<p>23 Pa. C.S.A. Sec. 6344.3</p>	<p><b>While serving in district schools, a student teacher or intern shall be required to report to the Superintendent or designee, in writing, within seventy-two (72) hours of notification, that s/he has been listed as a perpetrator in the Statewide database, in accordance with the Child Protective Services Law.</b></p>
<p>SC 111</p>	<p><b>A student teacher or intern shall be required to submit a current criminal history background check report if the Superintendent or designee has a reasonable belief that the student teacher or intern was arrested or has been convicted of an offense required to be reported by law, and the student teacher or intern has not notified the Superintendent or designee.</b></p>
<p>SC 111 23 Pa. C.S.A. Sec. 6344.3</p>	<p><b>Failure to accurately report such arrests and convictions may subject the student teacher or intern to disciplinary action up to and including dismissal from the program and criminal prosecution.</b></p>
<p>3. Guidelines</p>	<p><b><u>Observers</u></b></p>
<p>Pol. 907</p>	<p><b>Student teachers, interns and faculty of other educational institutions shall be offered the opportunity to visit district schools and observe classes. Such observers must be treated as any other visitor and shall be under the direct supervision of the principal or designee.</b></p>

307. STUDENT TEACHERS/INTERNS - Pg. 3

**References:**

School Code – 24 P.S. Sec. 111, 510, 1418

State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq.

State Department of Health Regulations – 28 PA Code Sec. 23.43, 23.44, 23.45

Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.

Board Policy – 314, 907

**NOTES:**

Chapter 8 of the State Board of Regulations has not been updated since August of 1990 and does not reflect current statutory requirements.

**SC 111.1. Employment History Review does not apply to student teachers.**







SECTION: EMPLOYEES

TITLE: ASSIGNMENT AND TRANSFER

ADOPTED:

REVISED:

	<p style="text-align: center;"><b>309. ASSIGNMENT AND TRANSFER</b></p>
1. Authority	<p>The <b>assignment and transfer</b> of administrative, professional and support employees within the district shall be determined by the management, supervisory, instructional and operational needs of the schools and the school district.</p>
SC 508, 510	<p>The Board shall approve the initial assignment of all employees at the time of employment and when such assignments</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> involve a transfer from one building or supervisor to another.</li> <li><input checked="" type="checkbox"/> involve a move to a position requiring a certificate or credentials other than those required for the employee's present position.</li> </ul>
23 Pa. C.S.A. Sec. 6344.3, 6344.4	<p>Each applicant for transfer or reassignment shall be required to submit an official child abuse clearance statement unless the applicant is applying for a transfer from one position as a district employee to another position as a district employee and the applicant's official child abuse clearance statement is current.</p>
SC 111 Pol. 317	<p>Each applicant for transfer or reassignment from a position without direct contact with students to a position with direct contact shall be required to submit criminal background checks as required by law. Such applicants shall report, on the designated form, arrests and convictions as specified on the form. Failure to accurately report such arrests and convictions may subject the individual to disciplinary action up to and including termination and criminal prosecution.</p>
2. Delegation of Responsibility	<p>The Superintendent or designee shall provide a system of assignment or reassignment for district employees that includes consideration of requests for voluntary transfers. <i>System removed</i></p>
20 U.S.C. Sec. 6312	<p>The Superintendent, in considering any assignment or transfer, shall assure that low-income students and minority students are not taught at higher rates than other students by unqualified, out-of-field or inexperienced teachers.</p> <p>Vacancies shall be publicized to all appropriate employees.</p>

☒ Before new employees are sought, requests for transfer to a vacant position will be considered.

☐ The request of an employee who voluntarily requests reassignment or transfer shall be honored to the extent that the transfer does not conflict with the educational program and operation of the school district.

☐ Employees shall be informed of their assignments no later than \_\_\_\_\_ preceding the school year in which the assignment will be effective.

☒ This policy shall not prevent reassignment of an employee during the school year for good cause, as determined by the Board.

References:

School Code – 24 P.S. Sec. 111, 508, 510

State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq.

Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.

No Child Left Behind Act – 20 U.S.C. Sec. 6312

**Board Policy – 317**

NOTES:

Professional employee includes temporary professional employees.



SECTION: EMPLOYEES

TITLE: CONDUCT/DISCIPLINARY  
PROCEDURES

ADOPTED:

REVISED:

	317. CONDUCT/DISCIPLINARY PROCEDURES
<p>1. Authority</p> <p>Title 22 Sec. 235.10</p> <p>SC 510, 514</p> <p>SC 1121, 1122, 1126, 1127, 1128, 1129, 1130 2 Pa. C.S.A. Sec. 551 et seq</p>	<p>All <b>administrative, professional and support employees are expected to conduct themselves in a manner consistent with appropriate and orderly behavior. Effective operation of district schools requires the cooperation of all employees working together and complying with a system of Board policies, administrative regulations, rules and procedures, applied fairly and consistently.</b></p> <p>The Board requires <b>employees to maintain professional, moral and ethical relationships with students at all times.</b></p> <p>The Board directs that all district employees shall be informed of conduct that is required and is prohibited during work hours and the disciplinary actions that may be applied for violation of Board policies, administrative regulations, rules and procedures.</p> <p>When demotion or dismissal charges are filed against a certificated administrative or professional employee, a hearing shall be provided as required by applicable law. Noncertificated administrative and support employees may be entitled to a Local Agency Law hearing, at the employee's request.</p>
<p>2. Delegation of Responsibility SC 510</p>	<p>All district employees shall comply with state and federal laws and regulations, Board policies, administrative regulations, rules and procedures. District employees shall endeavor to maintain order, perform assigned job functions and carry out directives issued by supervisors.</p> <p>When engaged in assigned duties, district employees shall not participate in activities that include but are not limited to the following:</p> <p>{ ✓ } Physical or verbal abuse, or threat of harm, to anyone.</p> <p>{ ✓ } Nonprofessional relationships with students.</p>

317. CONDUCT/DISCIPLINARY PROCEDURES - Pg. 2

Pol. 351	<p><input checked="" type="checkbox"/> Causing intentional damage to district property, facilities or equipment.</p> <p><input checked="" type="checkbox"/> Forceful or unauthorized entry to or occupation of district facilities, buildings or grounds.</p> <p><input checked="" type="checkbox"/> Use, possession, distribution, or sale of alcohol, drugs or other illegal substances.</p> <p><input checked="" type="checkbox"/> Use of profane or abusive language.</p> <p><input checked="" type="checkbox"/> Breach of confidential information.</p>
SC 1122	<p><input type="checkbox"/> Failure to comply with directives of district officials, security officers, or law enforcement officers.</p> <p><input checked="" type="checkbox"/> Carrying onto or possessing a weapon on school grounds without authorization from the appropriate school administrator. <i>Removed in prior policy</i></p>
SC 1122	<p><input checked="" type="checkbox"/> Violation of Board policies, administrative regulations, rules or procedures.</p>
SC 1122	<p><input checked="" type="checkbox"/> Violation of federal, state, or applicable municipal laws or regulations.</p> <p><input type="checkbox"/> Conduct that may obstruct, disrupt, or interfere with teaching, research, service, operations, administrative or disciplinary functions of the district, or any activity sponsored or approved by the Board.</p> <p>The Superintendent or designee shall develop and disseminate disciplinary rules for violations of Board policies, administrative regulations, rules and procedures that provide progressive penalties, including but not limited to</p>
SC 1151	<p><input checked="" type="checkbox"/> verbal warning</p>
SC 1122	<p><input checked="" type="checkbox"/> written warning</p>
	<p><input checked="" type="checkbox"/> reprimand</p>
	<p><input checked="" type="checkbox"/> suspension</p>
	<p><input checked="" type="checkbox"/> demotion</p>
	<p><input checked="" type="checkbox"/> dismissal</p>
	<p><input checked="" type="checkbox"/> pursuit of civil and criminal sanctions.</p>

<p>SC 111 24 P.S. Sec. 2070.9a</p>	<p><u>Arrest Or Conviction Reporting Requirements</u></p> <p>Employees shall use the designated form to report to the Superintendent or designee, within seventy-two (72) hours of the occurrence, an arrest or conviction required to be reported by law.</p>
<p>23 Pa. C.S.A. Sec. 6344.3</p>	<p>Employees shall also report to the Superintendent or designee, in writing, within seventy-two (72) hours of notification, that the employee has been listed as a perpetrator in the Statewide database, in accordance with the Child Protective Services Law.</p>
<p>SC 111</p>	<p>An employee shall be required to submit a current criminal history background check report if the Superintendent or designee has a reasonable belief that the employee was arrested or has been convicted of an offense required to be reported by law, and the employee has not notified the Superintendent or designee. Failure to accurately report such arrests and convictions may subject the employee to disciplinary action up to and including termination and criminal prosecution.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 111, 510, 514, 1121, 1122, 1126, 1127, 1128, 1129, 1130, 1151</p> <p>State Board of Education Regulations, Code of Professional Practice and Conduct for Education – 22 PA Code Sec. 235.1 et seq.</p> <p>Local Agency Law – 2 Pa. C.S.A. Sec. 551 et seq.</p> <p>Educator Discipline Act – 24 P.S. Sec. 2070.1a et seq.</p> <p>Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.</p> <p>Board Policy – 000, 351</p>
<p>PSBA Revision 11/14</p>	



# SHARPSVILLE AREA SCHOOL DISTRICT

SECTION: EMPLOYEES

TITLE: WORKING PERIODS

ADOPTED: April 20, 2010

REVISED:

	332. WORKING PERIODS
<p>1. Authority</p> <p>SC 510, 1504 Pol. 804</p>	<p>Work schedules required for administrative, professional and support employees shall be clearly specified to ensure regular attendance by employees and consistent operation of the district.</p> <p>The Board has the authority and responsibility to determine the hours during which district programs and services shall be available to students and the community, consistent with the administrative compensation plan, individual contracts, applicable collective bargaining agreements, and Board resolutions.</p>
<p>2. Delegation of Responsibility</p>	<p>The Superintendent or designee shall develop administrative regulations to ensure district employees adhere to their assigned work schedules.</p>
<p>3. Guidelines</p> <p>SC 1504</p>	<p><u>Professional Employees</u></p> <p>Teachers are required to be present at school at least fifteen (15) minutes before school commences. This may be modified by the building principal.</p> <p>Teachers are required to be present at their respective rooms or assigned stations, and to make them available to students, not less than five (5) minutes before the time prescribed for commencing school.</p> <p>Teachers shall remain in their rooms or assigned stations for not less than fifteen (15) minutes after students have been discharged for the purpose of assisting students in need of extra aid, except on Fridays or days preceding a holiday or except for modifications by the building principal.</p> <p>Instructional personnel shall have a duty-free lunch period of not less than thirty (30) minutes.</p> <p>Employees may not leave the school building during their lunch period without permission of the building principal.</p>

## 332. WORKING PERIODS - Pg. 2

During the times students are in attendance, teachers may be assigned extra or alternative duties at the discretion of the building principal.

Any conflicts between this policy and any collective bargaining agreement that may exist for professional employees shall be reported to the Board when such conflict arises.

### 1. Planning Time

Each full-time professional employee shall have an average of forty (40) minutes of planning time per day over a normal ten (10) working day period. This normal planning period is subject to schedule modifications such as school emergencies, vacation periods, early dismissals, special school programs, inservice activities, and any other necessary adjustments as determined by the Superintendent. Should a deficiency exist after the ten-day period, the administration will take the appropriate steps to remedy the previous shortage. This might involve a substitute teacher, a special teacher, or some other means available to the district.

Each administrator shall attempt to schedule planning time with as much equity as is feasible.

### 2. Workday

The length of the normal workday for full-time professional employees shall be established in the collective bargaining agreement. Beginning and ending times may differ as designated by the building principal. In emergency situations, a variance in the normal workday is appropriate.

#### Support Staff Employees

Each support staff employee is required to make a record of the time at which s/he begins and ends each work day by logging his/her time on a centrally located clock specifically designed for this purpose. An employee may not make record of his/her starting time earlier than seven (7) minutes prior to the start of his/her scheduled work day. The immediate supervisor shall be accountable for checking and approving the accuracy of the entries for each employee who has been designated as his/her responsibility.

Employees who clock in late will not be allowed to make up a late start and will be docked a proportionate amount of compensation. The school district will not compensate employees at the overtime rate unless they are requested to remain beyond the scheduled work day by a supervisor.



### 332. WORKING PERIODS - Pg. 3

In the event that a staff member is required to leave the school district's grounds at the direction of management, the supervisor will assume responsibility for the assignment and it is not required that record be made of the time at which s/he leaves the grounds nor upon return.

Each Support Staff Member is required to clock in and out for lunch.

The Superintendent or designee shall develop administrative regulations regarding proper time clock procedures.

#### References:

School Code – 24 P.S. Sec. 510, 1504

Board Policy – 318, 804





SECTION: EMPLOYEES

TITLE: PROFESSIONAL  
DEVELOPMENT

ADOPTED:

REVISED:

<p>1. Authority</p> <p>WAS "encourage"</p> <p>SC 517, 1205.1, 1205.2</p> <p>2. Guidelines</p>	<p style="text-align: center;"><b>333. PROFESSIONAL DEVELOPMENT</b></p> <p>Continuing professional study and inservice training for administrative, professional and support employees are prerequisites for professional development, enhanced ability to complete responsibilities and maintaining certification.</p> <p>The Board directs district employees to further their professional and personal advancement through graduate study, inservice training, conference attendance and professional development activities.</p> <p><u>Graduate/Special Courses</u></p> <p>Only courses of study that are preapproved shall be eligible for reimbursement by the district or a change in compensation for the employee. Documentary evidence of satisfactory completion of all study programs shall be required.</p> <p>Reimbursement for credits for approved graduate study or special courses shall be made</p> <p style="padding-left: 40px;"><input checked="" type="checkbox"/> in accordance with terms of the administrative compensation plan or an individual contract, or collective bargaining agreement.</p> <p style="padding-left: 40px;"><input checked="" type="checkbox"/> when preapproved by the Superintendent.</p> <p style="padding-left: 40px;"><input type="checkbox"/> for actual cost charged the employee for preapproved courses of study.</p> <p>All eligible employees shall submit annually by _____ a record and description of the attainment of approved credits to the</p> <p style="padding-left: 40px;"><input type="checkbox"/> Superintendent.</p> <p style="padding-left: 40px;"><input type="checkbox"/> building principal.</p> <p style="padding-left: 40px;"><input type="checkbox"/> Personnel Director.</p>
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SC 1144, 1151	<p>{ } Business Manager.</p> <p>{ } Approved graduate study or special courses/programs may be of sufficient advantage to the district to warrant an increase in an employee's annual salary, upon documentation of satisfactory completion. Such an increase will be in accordance with provisions of the administrative compensation plan, individual contract, collective bargaining agreement, or Board resolution.</p>
Title 22 Sec. 4.13, 49.16 Pol. 100	<p><u>Induction Plan</u></p> <p>The district shall comply with Department of Education <b>requirements</b> when developing and maintaining an induction plan for first-year teachers, <b>long-term substitutes hired for a position for forty-five (45) days or more, educational specialists</b> and teachers new to the district. <b>The district shall develop and submit the induction plan to the Department of Education for approval every six (6) years, as required by law and regulations. Prior to approval by the Board and submission to the Department of Education, the induction plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.</b></p>
SC 1205.5, 1217	<p><u>Induction Program For School System Leaders</u></p> <p>School system leaders shall complete an induction program which is consistent with the Pennsylvania School Leadership Standards within five (5) years of serving as a school system leader in Pennsylvania for the first time.</p>
SC 1205.5	<p><b>School system leaders</b> include principals, vice-principals, assistant principals, Assistant Superintendent, Superintendent and individuals who are converting an administrative certificate from a Level I certificate to a Level II certificate.</p>
SC 1205.1 Title 22 Sec. 49.17	<p><u>Professional Education Plan</u></p> <p>The Board shall appoint to the professional education committee parents/guardians and representatives of the community and local businesses. Representatives of administrators, teachers and educational specialists on the professional education committee shall be selected by their respective members.</p>
SC 1205.1 Title 22 Sec. 4.13, 49.17 Pol. 100	<p><b>The district shall develop and submit a professional education plan to the Secretary of Education for approval every three (3) years, as required by law and regulations. The professional education plan shall be designed to meet the educational needs of the district and its certificated administrative and professional employees; specify approved courses, programs, activities and learning experiences; and identify approved providers. Prior to approval by the Board and submission</b></p>

SC 1205.1	to the Secretary of Education, the professional education plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.
REMOVED	The Board shall ensure an annual review of the district's professional education plan is conducted by the professional education committee to determine if the plan continues to meet the needs of the district, employees, students and community. The professional education committee may recommend amendments to the plan, subject to approval by the Board and the Department of Education.
REMOVED PARAGRAPH → SC 1205.2 #5	The Board may approve, on a case-by-case basis, specific professional education activities not stated within the district's professional education plan.
SC 1205.2	If the district assumes all costs of credits or hours, the Board may disapprove any course, program, activity or learning experience that is inconsistent with the goals of the professional education plan.
	<p>References:</p> <p>School Code – 24 P.S. Sec. 517, 1144, 1151, 1205.1, 1205.2, 1205.5, 1217</p> <p>Child Abuse Recognition and Reporting Training – 24 P.S. Sec. 1205.6</p> <p>State Board of Education Regulations – 22 PA Code Sec. 4.13, 49.16, 49.17</p> <p>Board Policy – 100, 806</p>

NOTES:

Attendance at seminars belongs in 331.

Induction Plans - 22 PA Code Sec. 49.16 states that induction plans are required for first-year teachers, long-term substitutes hired for a position for forty-five (45) days or more, and educational specialists; school entities may require teachers new to the school entity to participate in the induction program also. PSBA language is written as a best practice, but the school entity may revise this language based on their practices for newly hired teachers.

**Language on making the professional education and induction plans available at "the nearest public library" is included in the official sign-off sheet for PDE's comprehensive planning tool. Chapter 4 Regulations only require the plans to be made available for public inspection and comment, generally.**



SECTION: FINANCES

TITLE: INVESTMENT OF  
DISTRICT FUNDS

ADOPTED:

REVISED:

	609. INVESTMENT OF DISTRICT FUNDS
1. Purpose	<p>It shall be the policy of the Board to <b>optimize its return through investment of cash balances in such a way as to minimize noninvested balances and to maximize return on investments.</b></p> <p>The primary objectives of investment activities, in priority order, shall be:</p> <p><b>Legality</b> - All investments shall be made in accordance with applicable laws of Pennsylvania.</p> <p><b>Safety</b> - Safety of principal shall be of highest priority. Preservation of capital in the portfolio of investments shall be ensured through the mitigation of credit risk and interest rate risk.</p> <p><b>Liquidity</b> - Investments shall remain sufficiently liquid to meet all operating requirements that are reasonably anticipated. A fiscal year operations anticipated cash flow shall be developed so that investments can be made as early as possible, with maturities concurrent with anticipated cash demands.</p> <p><b>Yield</b> - Investments shall be made with the objective of attaining a market-average rate of return throughout the budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs.</p>
2. Authority SC 440.1, 621, 622, 623	<p>All investments of the school district made by an officer and/or employee of the district shall be made in accordance with this policy and a Board-approved investment program.</p>
3. Definitions	<p><b>Short-term</b> - any period thirteen (13) months or less.</p> <p><b>Long-term</b> - any period exceeding forty-eight (48) months' duration.</p> <p><b>Mid-range</b> - any period between short-term and long-term.</p>

<p>4. Delegation of Responsibility SC 440.1</p> <p>SC 440.1 72 P.S. Sec. 3836 et seq</p>	<p><b>Concentration of credit risk</b> - the risk associated with the consolidation of investments in a single pool, institution, or instrument.</p> <p><b>Credit risk</b> - the risk of loss of principal due to the failure of the security issue or backer of the issue.</p> <p><b>Custodial credit risk</b> - the risk of loss associated with consolidation of investments with a single institution where the district may rely on the institution to hold investments on behalf of the district or through collateral action when the instruments are not in the district name.</p> <p><b>Foreign currency risk</b> - the risk associated with investment in foreign currency that is subject to market fluctuation and associated currency conversion.</p> <p><b>Interest rate risk</b> - the risk that the market value of securities will fall due to changes in general interest rates.</p> <p><b>Investment program</b> - the specifically enumerated and Board-approved investment strategy.</p> <p>The Board shall delegate to a designated individual the responsibility to manage the district's investment program, in accordance with written, Board-approved rules and procedures for operation of the investment program.</p> <p>An annual review of the investment program shall be prepared by the designated individual, based upon the anticipated cash flow of all district funds, i.e. general, capital reserve, bond, etc. The investment program shall be submitted to the Board</p> <p style="padding-left: 40px;">{ } during the month of _____</p> <p style="padding-left: 40px;">{ } no later than thirty (30) days after adoption of the annual budget.</p> <p style="padding-left: 40px;"><input checked="" type="checkbox"/> no later than sixty (60) days after adoption of the annual budget.</p> <p>The designated individual responsible for investments shall report monthly to the Board the following:</p> <ol style="list-style-type: none"> <li>1. Amount of funds invested.</li> <li>2. Interest earned and received to date.</li> <li>3. Types and amounts of each investment and the interest rate on each.</li> </ol>
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	<p>4. Names of the institutions where investments are placed.</p> <p>5. Current market value of the funds invested.</p> <p>6. Collateralization of deposits exceeding insurance limits.</p> <p>{ } Other information required by the Board.</p> <p>The Board directs the Superintendent to establish administrative regulations that will ensure compliance with this policy, including a disclosure form for designated individuals involved in the investment process and/or required written statements for advisors and bidders.</p>
5. Guidelines SC 440.1	<p>Investments permitted by this policy are those defined in law, which are collateralized in accordance with applicable laws.</p> <p>All securities shall be purchased in the name of the school district, and custody of the securities shall be specified within the district's investment program.</p>
17 CFR Part 270	<p>An exception to purchases in the name of the school district is permitted for the purchase of shares of an investment company that is or conducts business voluntarily in compliance with applicable law.</p>
SC 440.1	<p>All investment advisors or bidders shall verify in writing that they have received a copy of this Board policy. Such written statement shall indicate that they have read and understand this policy and all applicable laws related to school district investments, along with their intent to comply fully with these requirements.</p> <p>The district shall require all investment advisors/bidders to submit annually any or all of the following, as appropriate:</p> <p>{ } Audited financial statements.</p> <p>{ } Proof of Financial Industry Regulatory Authority (FINRA) certification.</p> <p>{ } Proof of state registration.</p> <p>{ } Rating from a recognized rating agency.</p> <p>{ } Other _____</p>

609. INVESTMENT OF DISTRICT FUNDS - Pg. 4

65 Pa. C.S.A. Sec. 1101 et seq	<p><u>Disclosure</u></p> <p>Designated officers and employees involved in the district's investment process shall disclose any personal business activity that could conflict with the proper execution and management of the investment program or could impair their ability to make impartial decisions.</p>
Pol. 619	<p><u>Audit</u></p> <p>The Board directs that all investment records be subject to annual audit by the district's independent auditors.</p> <p>The audit shall include but not be limited to independent verification of amounts and records of all transactions, as deemed necessary by the independent auditors.</p> <p>It shall be the responsibility of the investment advisor and/or bidder to maintain necessary documents to permit independent audit of the district's investments.</p>
53 Pa. C.S.A. Sec. 8001 et seq	<p><u>Bond Proceeds</u></p> <p>Bond proceeds shall be invested in accordance with the Local Government Unit Debt Act and applicable federal and state laws, subject to approval by the solicitor and/or bond counsel and the Board.</p> <p>Investment transactions arising from bond proceeds shall be reported monthly to the Board, in accordance with policy.</p>
SC 218, 440.1 GASB Stmt 40	<p><u>Compliance With GAAP</u></p> <p>The following is intended to guide district investments as limited by law:</p> <ol style="list-style-type: none"> <li>1. District funds shall not be invested in foreign currency and shall have no related risk that would require disclosure pursuant to GASB Statement 40.</li> <li>2. District investments shall limit the exposure to loss of principal due to market changes in interest rates. To accomplish this, investments of this nature shall be limited to not more than <div data-bbox="456 1644 1446 1734"> <p>{ } _____ percent of district funds available for investment on any single maturity date.</p> </div> </li> </ol>

PORTION  
NOT INCLUDED  
IN CURRENT  
POLICY →

3. District investments in authorized instruments that are not backed by the "full faith and credit" of the federal or state government shall be limited to those with

☒ the highest credit rating available for such instruments issued by a recognized organization.

☐ the highest two (2) credit ratings available for such instruments issued by a recognized organization.

☐ Other \_\_\_\_\_

If, after purchase, the rating of any instrument is reduced and no longer in compliance with Board policy, the individual responsible for district investments shall

☒ advise the Board at the earliest opportunity of such action and make recommendations for altering investments.

☐ replace the investment immediately upon receipt of notice of the rating change and notify the Board of the rating change, action taken and replacement investment.

4. When district funds are invested in any one (1) issuer other than designated depository accounts (which includes external investment pools), and securities issued or explicitly guaranteed by the U.S. Government (owned directly by the district), the amount of the investment shall be

☒ unlimited, but the Board shall be notified of such investment

☒ monthly.

☐ quarterly.

☐ only at time of investment.

☐ limited to \_\_\_\_\_ percent of total funds available for investment.

5. For purposes of interest rate disclosure in the annual financial report, the method of determining interest rate risk shall be based on weighted average maturity.

SC 440.1  
72 P.S.  
Sec. 3836 et seq

Protection Of Bank Balances In Excess Of FDIC Limits

When district cash is deposited in an authorized depository, if the cash balance exceeds the insurance limits, district funds shall be collateralized pursuant to law.

The collateral shall be limited to:

☒ Investments authorized by law.

☐ Corporate bonds.

☐ Stocks.

☐ Other investments legally authorized.

It shall be the responsibility of the

☐ Superintendent

☐ Treasurer

☒ Business Manager

☐ Other \_\_\_\_\_

to verify with the depository the value of the instrument(s) based on the instrument being "marked to market."

Verification of the value of the collateral instrument(s) shall occur

☐ monthly.

☐ quarterly.

☒ annually.

Following a review of valuation, the

☐ Superintendent

☐ Treasurer

☒ Business Manager

{ } Other \_\_\_\_\_

may request an additional review by the district's investment advisors or financial consultant, and shall require additional collateral if the existing collateral has declined in value and exposes the district to potential loss of principal. The Board shall be advised of the status of the valuation review and any additional collateral at the first meeting following the review.

**References:**

School Code – 24 P.S. Sec. 218, 440.1, 621, 622, 623

Local Government Unit Debt Act – 53 Pa. C.S.A. Sec. 8001 et seq.

Public Officials and Employee Ethics Act – 65 Pa. C.S.A. Sec. 1101 et seq.

Security of Public Deposits – 72 P.S. Sec. 3836 et seq.

Investment Companies, Title 17, Code of Federal Regulations – 17 CFR Part 270

Governmental Accounting Standards Board, Statement No. 40

Board Policy – 000, 619

**NOTES:**

Intergovernmental cooperation – 53 Pa. C.S.A. Sec. 2301 et seq.





SECTION: PROPERTY

TITLE: FACILITIES PLANNING

ADOPTED:

REVISED:

	701. FACILITIES PLANNING
<p>1. Authority</p> <p>SC 1351</p>	<p>The Board shall <b>engage in short-term and long-term facilities planning in order to meet the ongoing needs of the district's educational programs and operations.</b> Involvement of the Board, staff, community, businesses and parents/guardians is an important part of this process.</p> <p>The Board shall continuously or annually conduct a census of all children from birth to <b>eighteen (18) years living in the district.</b> The Board shall employ as many enumerators or attendance officers as necessary.</p>
<p>2. Delegation of Responsibility</p>	<p>In order to inform the Board of the district's future needs, the Superintendent or designee shall:</p> <p><del>{ }</del> Prepare a written description of existing physical facilities.</p> <p><del>{ }</del> Annually report to the Board on enrollment projections.</p> <p><del>{ }</del> Report to the Board on the enrollment by grades during the school year.</p> <p><del>{ }</del> Estimate each spring the number of students who will be enrolled in the district's schools in September of the year for which the estimate is made.</p> <p><del>{ }</del> Prepare student population projections and compare the actual population figures to the previously projected figures to detect early any changes in population trends.</p>
<p>3. Guidelines</p> <p>SC 1351</p>	<p>Information gathered in the census shall include for each child the name and address of the <b>parents/guardians; name and location of the school in which the child could be or is enrolled or belongs; name and address of any employer of a child under eighteen (18); child's name, date of birth, age, sex, nationality, and address; and other information the Board may legally request to assist in the efficient and equitable operation of the district.</b></p>

701. FACILITIES PLANNING - Pg. 2

SC 701

When planning to enlarge or modify its facilities, the Board shall consider not only the number of students whose educational needs must be met, but also the physical requirements of the programs it deems best suited to meet those needs.

Pol. 103, 103.1,

**104**

Each school building and site shall provide suitable accommodations to carry out the educational program, including provision for the handicapped/disabled, pursuant to law and regulations.

References:

School Code – 24 P.S. Sec. 501, 502, 503, 504, 701, 701.1, 702, 703, 703.1, 704, 706, 731, 731.1, 733, 736-741, 1351, 1601-C et seq.

State Board of Education Regulations – 22 PA Code Sec. 21.1 et seq., 349.1 et seq.

Department of Environmental Protection Regulations – 25 PA Code Sec. 171.1 et seq.

Board Policy – 100, 103, 103.1, **104**, 122, 123





SECTION: OPERATIONS

TITLE: CHILD ABUSE

ADOPTED:

REVISED:

	<p style="text-align: center;"><b>806. CHILD ABUSE</b></p> <p>The Board requires district employees, independent contractors and volunteers to comply with identification and reporting requirements for suspected child abuse, as well as the training requirement for recognition and reporting of child abuse in order to comply with the Child Protective Services Law and the School Code.</p> <p>The following words and phrases, when used in this policy, shall have the meaning given to them in this section:</p> <p><b>Bodily injury</b> - impairment of physical condition or substantial pain.</p> <p><b>Child</b> - an individual under eighteen (18) years of age.</p> <p><b>Child abuse</b> - intentionally, knowingly or recklessly doing any of the following:</p> <ol style="list-style-type: none"> <li>1. Causing bodily injury to a child through any recent act or failure to act.</li> <li>2. Fabricating, feigning or intentionally exaggerating or inducing a medical symptom or disease which results in a potentially harmful medical evaluation or treatment to the child through any recent act.</li> <li>3. Causing or substantially contributing to serious mental injury to a child through any act or failure to act or a series of such acts or failures to act.</li> <li>4. Causing sexual abuse or exploitation of a child through any act or failure to act.</li> <li>5. Creating a reasonable likelihood of bodily injury to a child through any recent act or failure to act.</li> <li>6. Creating a likelihood of sexual abuse or exploitation of a child through any recent act or failure to act.</li> </ol>
<ol style="list-style-type: none"> <li>1. Authority SC 1205.6 23 Pa. C.S.A. Sec. 6301 et seq Pol. 333, 818</li> <li>2. Definitions  23 Pa. C.S.A. Sec. 6303  23 Pa. C.S.A. Sec. 6303  23 Pa. C.S.A. Sec. 6303</li> </ol> <p><i>Mostly Rewritten</i></p>	

7. Causing serious physical neglect of a child.
8. Engaging in any of the following recent acts:
  - a. Kicking, biting, throwing, burning, stabbing or cutting a child in a manner that endangers the child.
  - b. Unreasonably restraining or confining a child, based on consideration of the method, location or the duration of the restraint or confinement.
  - c. Forcefully shaking a child under one (1) year of age.
  - d. Forcefully slapping or otherwise striking a child under one (1) year of age.
  - e. Interfering with the breathing of a child.
  - f. Causing a child to be present at a location while a violation of 18 Pa. C.S. § 7508.2 (relating to operation of methamphetamine laboratory) is occurring, provided that the violation is being investigated by law enforcement.
  - g. Leaving a child unsupervised with an individual, other than the child's parent, who the actor knows or reasonably should have known: Is required to register as a Tier II or Tier III sexual offender under 42 Pa. C.S. Ch. 97 Subch. H (relating to registration of sexual offenders), where the victim of the sexual offense was under eighteen (18) years of age when the crime was committed; has been determined to be a sexually violent predator under 42 Pa. C.S. § 9799.24 (relating to assessments) or any of its predecessors; or has been determined to be a sexually violent delinquent child as defined in 42 Pa. C.S. § 9799.12 (relating to definitions).
9. Causing the death of the child through any act or failure to act.

The term **child abuse** does not include physical contact with a child that is involved in normal participation in physical education, athletic, extracurricular or recreational activities. Also excluded from the meaning of the term **child abuse** is the use of reasonable force by a person responsible for the welfare of a child for purposes of supervision, control or safety, provided that the use of force:

1. Constitutes incidental, minor or reasonable physical contact in order to maintain order and control;
2. Is necessary to quell a disturbance or remove a child from the scene of a disturbance that threatens property damage or injury to persons;

	<ol style="list-style-type: none"> <li>3. Is necessary for self-defense or defense of another;</li> <li>4. Is necessary to prevent the child from self-inflicted physical harm; or</li> <li>5. Is necessary to gain possession of weapons, controlled substances or other dangerous objects that are on the person of the child or in the child's control.</li> </ol>
SC 1205.6	<b>Direct contact with children</b> - the possibility of care, supervision, guidance or control of children or routine interaction with children.
23 Pa. C.S.A. Sec. 6303 NEW	<b>Independent contractor</b> - an individual who provides a program, activity or service who is otherwise responsible for the care, supervision, guidance or control of children. The term does not include an individual who has no direct contact with children.
23 Pa. C.S.A. Sec. 6303 REVISED	<b>Perpetrator</b> - a person who has committed child abuse and is a parent/guardian of the child, a spouse or former spouse of the child's parent/guardian, a paramour or former paramour of the child's parent/guardian, a person responsible for the child's welfare, an individual residing in the same home as the child, an individual fourteen (14) years of age or older who is responsible for the child's welfare or who resides in the same home as the child, or an individual eighteen (18) years of age or older who does not reside in the same home as the child but is related within the third degree of consanguinity or affinity by birth or adoption to the child.
23 Pa. C.S.A. Sec. 6303 NEW	<b>Person responsible for the child's welfare</b> - a person who provides permanent or temporary care, supervision, mental health diagnosis or treatment, training or control of a child in lieu of parental care, supervision and control. The term includes any such person who has direct or regular contact with a child through any program, activity or service sponsored by a school, for-profit organization or religious or other not-for-profit organization.
23 Pa. C.S.A. Sec. 6303 NEW	<p><b>Program, activity or service</b> - a public or private educational, athletic or other pursuit in which children participate. The term includes, but is not limited to, the following:</p> <ol style="list-style-type: none"> <li>1. A youth camp or program.</li> <li>2. A recreational camp or program.</li> <li>3. A sports or athletic program.</li> <li>4. An outreach program.</li> </ol>

23 Pa. C.S.A. Sec. 6303	<p>5. An enrichment program.</p> <p>6. A troop, club or similar organization.</p> <p><b>Recent act or failure to act</b> - any act or failure to act committed within two (2) years of the date of the report to the Department of Human Services of the Commonwealth or county agency.</p>
23 Pa. C.S.A. Sec. 6303	<p><b>School employee</b> - an individual who is employed by a school or who provides a program, activity or service sponsored by a school. The term excludes an individual who has no direct contact with children.</p>
23 Pa. C.S.A. Sec. 6303	<p><b>Serious mental injury</b> - a psychological condition, as diagnosed by a physician or licensed psychologist, including the refusal of appropriate treatment, that:</p> <ol style="list-style-type: none"> <li>1. Renders a child chronically and severely anxious, agitated, depressed, socially withdrawn, psychotic or in reasonable fear that the child's life or safety is threatened.</li> <li>2. Seriously interferes with a child's ability to accomplish age-appropriate developmental and social tasks.</li> </ol>
23 Pa. C.S.A. Sec. 6303	<p><b>Serious physical neglect</b> - any of the following when committed by a perpetrator that endangers a child's life or health, threatens a child's well-being, causes bodily injury or impairs a child's health, development or functioning:</p> <ol style="list-style-type: none"> <li>1. A repeated, prolonged or egregious failure to supervise a child in a manner that is appropriate considering the child's developmental age and abilities.</li> <li>2. The failure to provide a child with adequate essentials of life, including food, shelter or medical care.</li> </ol>
23 Pa. C.S.A. Sec. 6303	<p><b>Sexual abuse or exploitation</b> - any of the following:</p> <ol style="list-style-type: none"> <li>1. The employment, use, persuasion, inducement, enticement or coercion of a child to engage in or assist another individual to engage in sexually explicit conduct, which includes, but is not limited to, the following: <ol style="list-style-type: none"> <li>a. Looking at the sexual or other intimate parts of a child or another individual for the purpose of arousing or gratifying sexual desire in any individual.</li> <li>b. Participating in sexually explicit conversation either in person, by telephone, by computer or by a computer-aided device for the purpose of sexual stimulation or gratification of any individual.</li> </ol> </li> </ol>

	<p>c. <b>Actual or simulated sexual activity or nudity for the purpose of sexual stimulation or gratification of any individual.</b></p> <p>d. <b>Actual or simulated sexual activity for the purpose of producing visual depiction, including photographing, videotaping, computer depicting or filming.</b></p> <p>Paragraph 1. does not include consensual activities between a child who is fourteen (14) years of age or older and another person who is fourteen (14) years of age or older and whose age is within four (4) years of the child's age.</p> <p>2. <b>Any of the following offenses committed against a child: rape; statutory sexual assault; involuntary deviate sexual intercourse; sexual assault; institutional sexual assault; aggravated indecent assault; indecent assault; indecent exposure; incest; prostitution; sexual abuse; unlawful contact with a minor; or sexual exploitation.</b></p>
23 Pa. C.S.A. Sec. 6303	<b>Student</b> - an individual enrolled in a district school under eighteen (18) years of age.
23 Pa. C.S.A. Sec. 6344.2	<b>Volunteer</b> - an individual in an unpaid position with a program, activity or service who is individually responsible for the welfare of one or more children or has direct contact with children.
3. Delegation of Responsibility	In accordance with Board policy, the Superintendent or designee shall:
SC 111 23 Pa. C.S.A. Sec. 6344 Pol. 302, 304, 305, 306	1. <b>Require each candidate for employment to submit an official child abuse clearance statement and other background checks as required by law.</b>
23 Pa. C.S.A. Sec. 6344.3, 6344.4 Pol. 309	2. <b>Require each applicant for transfer or reassignment to submit an official child abuse clearance statement unless the applicant is applying for a transfer from one position as a district employee to another position as a district employee of this district and the applicant's official child abuse clearance statement is current.</b>
23 Pa. C.S.A. Sec. 6344.2	3. <b>Require each volunteer to submit an official child abuse clearance statement and other background checks as required by law.</b>
23 Pa. C.S.A. Sec. 6344.4	<b>School employees, independent contractors and volunteers shall obtain and submit new background checks and clearances every thirty-six (36) months.</b>

	<p>The Superintendent or designee shall annually inform students, parents/guardians, independent contractors, volunteers and staff regarding the contents of this Board policy.</p> <p>The Superintendent or designee shall annually notify district staff, independent contractors, and volunteers of their responsibility for reporting child abuse in accordance with Board policy and administrative regulations.</p>
4. Guidelines	<p><u>Training</u></p> <p>The school district, and independent contractors of the school district, shall provide their employees who have direct contact with children with mandatory training on child abuse recognition and reporting. The training shall include, but not be limited to, the following topics:</p> <ol style="list-style-type: none"> <li>1. Recognition of the signs of abuse and sexual misconduct and reporting requirements for suspected abuse and sexual misconduct.</li> <li>2. Provisions of the Educator Discipline Act, including mandatory reporting requirements.</li> <li>3. District policy related to reporting of suspected abuse and sexual misconduct.</li> <li>4. Maintenance of professional and appropriate relationships with students.</li> </ol>
SC 1205.6 Pol. 317.1, 333, 818	
24 P.S. Sec. 2070.1a Pol. 317.1	
SC 1205.6	<p>Employees are required to complete a minimum of three (3) hours of training every five (5) years.</p>
NEW →	<p>{ } The district shall provide each volunteer with training on child abuse recognition and reporting.</p>
	<p><u>Duty To Report</u></p> <p>School employees, independent contractors and volunteers shall make a report of suspected child abuse if they have reasonable cause to suspect that a child is the victim of child abuse under any of the following circumstances:</p> <ol style="list-style-type: none"> <li>1. The school employee, independent contractor or volunteer comes into contact with the child in the course of employment, occupation and the practice of a profession or through a regularly scheduled program, activity or service.</li> <li>2. The school employee, independent contractor or volunteer is directly responsible for the care, supervision, guidance or training of the child.</li> </ol>
23 Pa. C.S.A. Sec. 6311	
RECORDED	

	<p>3. A <b>person</b> makes a <b>specific disclosure</b> to a school employee, independent contractor or volunteer that an identifiable child is the victim of child abuse.</p> <p>4. An individual fourteen (14) years of age or older makes a specific disclosure to a school employee, independent contractor or volunteer that s/he has committed child abuse.</p>
23 Pa. C.S.A. Sec. 6311	A child is not required to come before the school employee, independent contractor or volunteer in order for that individual to make a report of suspected child abuse.
23 Pa. C.S.A. Sec. 6311	A report of suspected child abuse does not require the identification of the person responsible for the child abuse.
23 Pa. C.S.A. Sec. 6318	Any person who, in good faith, makes a report of suspected child abuse, regardless of whether the report is required, cooperates with an investigation, testifies in a proceeding, or engages in other action authorized by law shall have immunity from civil and criminal liability related to those actions.
23 Pa. C.S.A. Sec. 6319	Any person required to report child abuse who willfully fails to do so may be subject to disciplinary action and criminal prosecution.
18 Pa. C.S.A. Sec. 4906.1	Any person who intentionally or knowingly makes a false report of child abuse or intentionally or knowingly induces a child to make a false claim of child abuse may be subject to disciplinary action and criminal prosecution.
18 Pa. C.S.A. Sec. 4958	Any person who engages in intimidation, retaliation, or obstruction in the making of a child abuse report or the conducting of an investigation into suspected child abuse may be subject to disciplinary action and criminal prosecution.
23 Pa. C.S.A. Sec. 6320	The district shall not discriminate or retaliate against any person for making, in good faith, a report of suspected child abuse.
	<u>Reporting Procedures</u>
23 Pa. C.S.A. Sec. 6305, 6311, 6313	School employees, independent contractors or volunteers who suspect child abuse shall immediately make a written report of suspected child abuse using electronic technologies or an oral report via the statewide toll-free telephone number. A person making an initial oral report of suspected child abuse must also submit a written electronic report within forty-eight (48) hours after the oral report. Upon receipt of an electronic report, the electronic reporting system will automatically respond with a confirmation, providing the district with a written record of the report.

23 Pa. C.S.A. Sec. 6305, 6311, 6313	A school employee, independent contractor or volunteer who makes a report of suspected child abuse shall immediately, after making the initial report, notify the school principal and if the initial report was made electronically, also provide the principal with a copy of the report confirmation. The school principal shall then immediately notify the Superintendent or designee that a child abuse report has been made and if the initial report was made electronically, also provide a copy of the report confirmation.
23 Pa. C.S.A. Sec. 6305, 6311, 6313	When a report of suspected child abuse is made by a school employee, independent contractor or volunteer as required by law, the school district is not required to make more than one (1) report. An individual otherwise required to make a report who is aware that an initial report has already been made by a school employee, independent contractor or volunteer is not required to make an additional report. The person making an initial oral report is responsible for making the follow-up written electronic report within forty-eight (48) hours, and shall provide the school principal with a copy of the report confirmation promptly after the written electronic report has been filed. The principal shall in turn provide a copy of the report confirmation to the Superintendent or designee.
23 Pa. C.S.A. Sec. 6314	{ } When necessary to preserve potential evidence of suspected child abuse, a school employee may, after the initial report is made, take or cause to be taken photographs of the child who is the subject of the report. Any such photographs shall be sent to the county agency at the time the written report is sent or within forty-eight (48) hours after a report is made by electronic technologies or as soon thereafter as possible. The school principal shall be notified whenever such photographs are taken.
SC 1302.1-A, 1303-A Title 22 Sec. 10.2, 10.21, 10.22 Pol. 805.1	If the Superintendent or designee reasonably suspects that conduct being reported involves an incident required to be reported under the Safe Schools Act, the Superintendent or designee shall inform local law enforcement, in accordance with applicable law, regulations and Board policy.
23 Pa. C.S.A. Sec. 6311, 6346	<p><u>Investigation</u></p> <p>The school principal shall facilitate the cooperation with the Department of Human Services of the Commonwealth or the county agency investigating a report of suspected child abuse, including permitting authorized personnel to interview the child while in attendance at school.</p>



23 Pa. C.S.A.  
Sec. 6368

Upon notification that an investigation involves suspected child abuse by a school employee, the principal shall immediately implement a plan of supervision or alternative arrangement for the school employee under investigation. The plan of supervision or alternative arrangement shall be submitted to the county agency for approval.

References:

School Code – 24 P.S. Sec. 111, 1301-A et seq.

State Board of Education Regulations – 22 PA Code Sec. 10.1 et seq.

Child Abuse Recognition and Reporting Training – 24 P.S. Sec. 1205.6

Child Exploitation Awareness Education - 24 P.S. Sec. 1527

Educator Discipline Act – 24 P.S. Sec. 2070.1a et seq.

Endangering Welfare of Children – 18 Pa. C.S.A. Sec. 4304

False Reports of Child Abuse – 18 Pa. C.S.A. Sec. 4906.1

Intimidation, Retaliation or Obstruction in Child Abuse Cases –  
18 Pa. C.S.A. Sec. 4958

Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.

Board Policy – 302, 304, 305, 306, 309, 317, 317.1, 333, 805.1, 818





SECTION: OPERATIONS

TITLE: CONTRACTED SERVICES

ADOPTED:

REVISED:

	<p style="text-align: center;"><b>818. CONTRACTED SERVICES</b></p>
<p>1. Purpose</p>	<p>In its effort to provide cost-effective programs, the Board may need to utilize contracted services. The district shall monitor and evaluate such services to assure their effectiveness. This policy is adopted to assist the Board in procuring and maintaining qualified and legally certified services.</p>
<p>2. Definition SC 1205.6</p>	<p><b>Direct Contact with Children</b> - the possibility of care, supervision, guidance or control of children or routine interaction with children.</p>
<p>3. Authority SC 111 23 Pa. C.S.A. Sec. 6344</p>	<p>The Board is required by law to ensure that independent contractors and their employees comply with the mandatory background check requirements for criminal history and child abuse.</p>
<p>4. Guidelines SC 111.1</p>	<p><b>Independent contractors shall conduct an employment history review, in compliance with state law, prior to issuing an offer of employment to a candidate or prior to assignment of a current employee to perform work for the district. Failure to accurately report required information shall subject the candidate or employee to discipline up to, and including, denial of employment or termination if already hired, and may subject the candidate or employee to civil and criminal penalties. The independent contractor may use the information for the purpose of evaluating an applicant's fitness to be hired or for continued employment of a current employee and may report the information as permitted by law.</b></p>
<p>SC 111 23 Pa. C.S.A. Sec. 6344</p>	<p>Independent contractors and their employees shall not be employed until each has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process.</p>
<p>SC 111, 111.1</p>	<p>Independent contractors and their employees shall report, on the designated form, all arrests and convictions as specified on the form. <b>Independent contractors and their employees shall likewise report arrests and/or convictions that occur</b></p>

<p>SC 111 23 Pa. C.S.A. Sec. 6344.3</p>	<p><b>subsequent to initially submitting the form.</b> Failure to accurately report such arrests and convictions may subject the individual to denial of employment/contract, termination if already hired/contracted, and/or criminal prosecution.</p>
<p>Pol. 610</p>	<p>All independent contractors shall adopt policies and procedures that require their employees, who are providing services to the district <b>and who have direct contact with children, to notify the contractor, in writing, within seventy-two (72) hours of the occurrence, of an arrest or conviction required to be reported by law. Employees shall also be required to report to the contractor, within seventy-two (72) hours of notification, that the employee has been listed as a perpetrator in the Statewide database, in accordance with the Child Protective Services Law.</b></p> <p><b>If the contractor receives notice of such arrest or conviction notification that the employee has been listed as a perpetrator in the Statewide database, from either the employee or a third party, the contractor shall immediately report, in writing, that information to the school district.</b></p>
<p>SC 1205.6</p>	<p>{✓} Mandatory background check requirements for criminal history and child abuse shall be included in all bidding specifications for contracted services.</p> <p>{✓} Language shall be included in all bidding specifications for contracted services notifying independent contractors that failure to comply with this policy and the <b>requirements for background checks and reporting of employee misconduct</b> by an independent contractor shall lead to cancellation of the contract.</p>
<p>24 P.S. Sec. 2070.1a et seq</p>	<p>Independent contractors shall provide their employees who have direct contact with children with mandatory training on child abuse recognition and reporting. The training shall include, but not be limited to, the following topics:</p>
<p>Pol. 806</p>	<ol style="list-style-type: none"> <li>1. Recognition of the signs of abuse and sexual misconduct and reporting requirements for suspected abuse and sexual misconduct.</li> <li>2. Provisions of the Educator Discipline Act, including mandatory reporting requirements.</li> <li>3. District policy related to reporting of suspected abuse and sexual misconduct.</li> <li>4. Maintenance of professional and appropriate relationships with students.</li> </ol>
<p>SC 1205.6</p>	<p>Employees of independent contractors who have direct contact with children are required to complete a minimum of three (3) hours of training every five (5) years.</p>

**References:**

**School Code – 24 P.S. Sec. 111, 111.1**

**Child Abuse Recognition and Reporting Training – 24 P.S. Sec. 1205.6**

**Educator Discipline Act – 24 P.S. Sec. 2070.1a et seq.**

**State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq.**

**Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.**

**Board Policy – 610, 806**



# SHARPSVILLE AREA SCHOOL DISTRICT

## 2014 - 2015 CALENDAR

JULY							AUGUST							SEPTEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2	1	2	3	4	5	6	
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	(I)	29	30	28	29	30				
							31													
							0 Student Days 1 Staff Days							21 Student Days 21 Staff Days						
OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4							1	1	2	3	4	5	6	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
12	(I)	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31			
							30													
22 Student Days 23 Staff Days							17 Student Days 17 Staff Days							14 Student Days 14 Staff Days						
JANUARY							FEBRUARY							MARCH						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	(S)	3	4	5	6	7	1	2	3	4	5	6	7
4	(S)	6	7	8	9	10	8	9	10	11	12	13	14	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	(S)	(A)	21	15	16	17	18	19	20	21
18	(I)	20	21	22	23	24	22	23	24	25	26	27	28	22	23	24	25	26	27	28
25	26	27	28	29	30	31								29	30	31				
18 Student Days 19 Staff Days							17 Student Days 18 Staff Days							22 Student Days 22 Staff Days						
APRIL							MAY							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	(3)	4						1	2		1	2	3	4	5	6
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	(9)	10	11	12	13
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27
26	27	28	29	30			24	(25)	26	27	28	29	30	28	29	30				
							31													
21 Student Days 21 Staff Days							20 Student Days 20 Staff Days							7 Student Days 7 Staff Days						

### VACATION DAYS

September 1	Labor Day
Nov 26-Dec 1	Thanksgiving Recess
Dec 22-Jan 4	Christmas Recess
April 3	Spring Break
May 25	Memorial Day

### PSSA TESTING

April 20-24, 2015	Math
April 13-17, 2015	English Lang Arts
April 27-May 1, 2015	Science
May 4-8, 2015	Make Up Week

### FIRST DAY OF SCHOOL

September 2

### LAST DAY OF SCHOOL

June 9

### GRADUATION

June 9

### SNOW MAKE-UP DAYS

January 5	(S)
February 2	(S)
February 19	(S)

### INSERVICE DAYS (I)

August 28
October 13 - Conferences (K-12)
January 19

### End of 1st Nine Weeks

November 4

### End of 1st Semester

January 27

### End of 3rd Nine Weeks

April 1

### End of Year

June 9

### ACT 80 DAYS

February 20	(A)
April 1 (EL only)	(A)





**CLASS RANK DETERMINANTS**  
**EFFECTIVE CLASS OF 2016 AND BEYOND**

All classes taken during the normal school day and the normal school year are included in class rank determination. (This includes off campus courses, which require pre-approval from the Principal and Guidance Counselor.)

The following WEIGHTED courses will have a 1 added to the final GPA.

- AP History
- University of Pittsburgh Courses
- AP Language & Composition
- AP Literature & Composition
- AP Chemistry
- AP Biology
- AP Probability & Statistics
- Dual Enrollment Courses
- ~~Physics II~~
- AP Studio Art/Drawing

Calculation of GPA and class rank is as follows:

Effective class of 2016

When calculating GPA, only for WEIGHTED courses, a 1 will be added to the final GPA. (A = 5, B = 4, C = 3, D = 2)

The Superintendent will establish a committee to evaluate course offerings for inclusion/exclusion on the weighted course list.

### **Selection of Valedictorian and Salutatorian (Effective Class of 2016 and beyond)**

The selection of Valedictorian and Salutatorian will be based on the quality points of the following classes. No weighting will be considered and you must meet ALL requirements.

US History	1 Credit
World History	1 Credit
Government	1 Credit*
Psychology	1 Credit
Literature and Composition 1	1 Credit
Literature and Composition 2	1 Credit
Literature and Composition 3	1 Credit
Literature and Composition 4	1 Credit*
Academic Algebra 2	1 Credit
Academic Geometry	1 Credit
Algebra 3/Trigonometry	1 Credit
Biology/Lab	1.4 Credits
Chemistry/Lab	1.4 Credits
Physics/Lab	1.4 Credits
Human Anatomy	1 Credit
Health	.6 Credit
Physical Education 9	.5 Credit
Physical Education 10	.3 Credit
Physical Education 11	.4 Credit
Physical Education 12	.4 Credit
Computer Skills	.5 Credit
Spanish 1	1 Credit
Spanish 2	1 Credit
Spanish 3	1 Credit
Spanish 4	<u>1 Credit</u>
	22.9 Credits

\*You must take four of the following courses:

AP Biology	1.6 Credits
AP Chemistry	1.6 Credits
AP Literature	1 Credit
AP Language	1 Credit
AP History	1 Credit
AP Statistics	1 Credit
AP Studio Art/Drawing	1 Credit
All Pitt Courses	

~~\*You may not use a substituted AP class to meet two requirements. For example, if you take AP History to substitute for Government; you must take four additional AP courses.~~

**Updated 1/10/14**

## **CORRECTIVE LEASE ADDENDUM**

**THIS CORRECTIVE LEASE ADDENDUM** is made and entered into on the 20th day of April, 2015, by and between;

The **SHARPSVILLE AREA SCHOOL DISTRICT**, with its principal offices located at 701 Pierce Avenue, Sharpsville, Pa., 16150, hereinafter referred to as the "Lessor."

**AND**

The **BOROUGH OF SHARPSVILLE**, a Pennsylvania municipality with its principal offices located at 1 South Walnut Street, Sharpsville, Pa., 16150 hereinafter referred to as the "Lessee."

**WHEREAS**, the Lessor and Lessee have entered into an agreement of lease with each other, a copy of which is attached hereto as exhibit "A" and made a part hereof (hereinafter referred to as the "Lease"); and

**WHEREAS**, both parties hereto pursuant to Article VIII, Section 3 of the Lease desire to amend certain provisions of said lease and in addition thereto add certain provision to the Lease and to enter into this Corrective Lease Agreement; and

**WHEREAS**, both parties hereto desire that this Corrective Lease Addendum be a substitute for the original Lease Addendum as well as in addition to the original Lease, however, any provisions between the two that are either expressly or implicitly inconsistent in either form or substance, it is the intent of the parties that this Corrective Lease Addendum's terms shall prevail.

**NOW THEREFORE**, both parties hereto, intending to be legally bound hereby, enter into this agreement freely and voluntarily for and in consideration of the reservations, covenants, promises, representations and agreements set forth in this Corrective Lease Addendum. Both parties hereto represent and warrant to the other that the individual(s) whose signature(s) appear(s) on this Corrective Lease Addendum are authorized to enter into this agreement and to legally bind their respective government agency to all of the terms, reservations, covenants and agreements contained herein.

### **ARTICLE III**

**SECTION 1. Utilities** - At all times during the term of this lease or any renewal thereof, all utilities for the demised premises shall be the sole responsibility of the Lessor and Lessor shall timely pay for any and all utilities consumed or incurred at or on the demised premises. Utilities shall include but not be limited to gas, electric, water, sewer, telephone, dish, satellite, internet and cable. The Lessor shall be responsible for all costs associated with the installation, maintenance and repairs of any utilities. Lessee shall not, for any reason, be responsible for the payment of any utility bill.

## **ARTICLE IV - INSURANCE AND SUBLEASING**

**SECTION 1. Insurance** - At all times during the term of this lease and any renewal thereof, both Lessor and Lessee shall obtain appropriate insurance which will provide liability coverage for the entire demised premises, wherein the Lessor shall be named as additional insured on Lessee's policy so long as Lessee's insurance liability carrier allows for the same and Lessee shall be named as additional insured on Lessor's policy so long as Lessor's insurance liability carrier allows for the same. Each party shall within thirty (30) days of the execution of this addendum, furnish to the other written verification that they have named the other as additional insured as provided for herein. Each party shall continue, so long as the Lease and this addendum are in effect, provide insurance naming each other as additional insured and annually provide to each other proof of the same. The liability coverage carried by each shall be in amounts of at least \$500,000.00 per person and \$1,000,000.00 per incident. Currently, Lessee does not have the Lessor named as an additional insured for the demised premises. In the event that Lessee incurs any expense for the same or any increase in insurance premiums because of the same initially or for any renewal, Lessor shall reimburse Lessee for the costs of the increase attributable for insuring the premises and/or naming the Lessor as an additional insured. Lessor further agrees to defend, indemnify and hold harmless the Lessee for all claims of any kind, known or unknown, foreseeable or unforeseeable, that may be brought against the Lessee arising out the demised premises or any uses thereof. This indemnification and hold harmless requirement shall include but not be limited to any payment of costs, fees and/or settlements and judgments arising out of any personal injury claims, code violation claims, safety claims, contract claims, Title VII claims, Workers' compensation claims and/or ADA claims made by any person or persons, entity, company or organization for profit or not for profit. This indemnification requirement shall not apply in the limited instance that if the Lessee's employee(s) or agent(s) are acting within the scope of their employment and are, individually and exclusively, the direct cause of the act(s) that give rise to the claim. Both parties agree that neither shall do or commit, or willingly cause to be done or committed, any act, matter, or thing whereby or in consequence thereof, the policy or policies of insurance on the demised premises shall become voided or suspended, or whereby or in consequence whereof, the insurance risk on the premises shall be rendered more hazardous.

## **ARTICLE VI - USE OF PREMISES AND RESPONSIBILITY FOR OPERATIONS OF ACTIVITIES**

**SECTION 1. Use of Premises** - The leased premises shall be used as a recreational facility for school related activities that the Lessor in its sole discretion determines to be appropriate. Lessor shall be exclusively responsible for the management and scheduling all activities and events on the demised premises. The School District shall not implement a policy that provides for exclusive use of the facility for School District activities and precludes public use of the facilities. Use of the premises shall be used at all times in accordance with the requirements of the above-referenced DCNR grant contract provisions.

**SECTION 2. Prohibition Against Discrimination and Handicapped Accessibility** - Lessor shall be exclusively responsible for ensuring that the demised premises and access thereto, as well as any structures existing or erected thereon and access thereto, are now and at all times during the term of this lease and any renewal thereof, in compliance with all Local, State and Federal laws including but not limited to all local and state Code requirements, the Americans with Disabilities Act, all amendments thereto and Title VII. Lessor represents and warrants to the Lessee that Lessor, its successors and/or assigns, shall not, nor permit any third party to, discriminate against any one based on race, creed, color, religion, sex or national origin

and shall defend, indemnify and hold harmless the Lessee against any such claims and pay any costs, fees and payments that Lessee may be required to pay as a result of such claims.

**ARTICLE VII – AMENDMENT TO ARTICLE VIII SECTION 3 OF THE ORIGINAL LEASE AGREEMENT DATED MARCH 19, 2012**

**SECTION 1. Amendments to be in writing** – The original lease dated March 19, 2012 and this Corrective Addendum, shall not be modified or amended except in writing signed by both parties hereto. All such amendments are subject to the approval of DCNR except for Article I Term of Lease and Rental unless the lease or this corrective addendum is terminated prior to the initial ending date of 2037.

**IN WITNESS WHEREOF**, and intending to be legally bound hereby, the parties have caused this Corrective Lease Addendum to be executed the day and year first above written.

**SHARPSVILLE AREA SCHOOL DISTRICT**

By: \_\_\_\_\_

Board President

Attest:

Jaime Roberts

Board Secretary  
(District Seal)

**BOROUGH OF SHARPSVILLE**

By: \_\_\_\_\_

Council President

Attest:

\_\_\_\_\_  
Borough Secretary  
(Borough Seal)



**Robert W. Piston, M.D.**  
Board Certified Orthopaedic Surgeon

Fellowship in Hand and Microsurgery  
Fellowship in Total Hip  
and Knee Replacement Surgery



3120 Highland Road  
Hermitage  
Pennsylvania 16148  
724.342.2663 Bus.  
724.342.8988 Fax  
[www.specialtyorthopaedics.com](http://www.specialtyorthopaedics.com)

March 17, 2015

## **Memorandum of Understanding between Specialty Orthopaedics, PC and Sharpsville Area School District.**

Both parties agree that for the month of March 2015 and April 2015, the monthly fee of \$2,333.33 is waived. The fee is waived in consideration of the fact that the Athletic Trainer, Amanda Shannon, although a Certified Athletic Trainer, has not obtained her license in Pennsylvania.

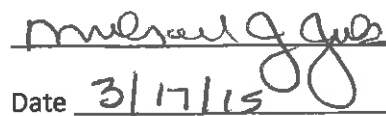
The application process for the PA license was initiated on 3-11-15. Once Amanda receives her Pennsylvania license, a copy will be forwarded to Sharpsville Area School District.

Beginning the month of May 2015, Sharpsville Area School District will resume the contract fee of \$2,333.33 per month as long as Amanda is licensed.


In the event that Amanda has not received her license by May 1, the monthly contracted rate of \$2,333.33 will be reduced by a predetermined amount agreed upon by both parties prior to May 1.

Each subsequent month in which Amanda has not received her license, the reduced monthly fee that was agreed to by both parties will be in effect until the 1<sup>st</sup> day of the month following Amanda's receipt of her PA License.

Specialty Orthopaedics, PC

  
Date 3/17/15

Sharpsville Area School District

  
Date 3/23/15





**SHARPSVILLE AREA SCHOOL DISTRICT  
CAFETERIA REPORT**

**MARCH 2015**

	<b>BUDGET</b>	<b>MONTH</b>	<b>BUDGET TO DATE</b>	<b>YEAR TO DATE</b>
Beginning Cash Balance		\$18,061.25		\$1,667.72
<b>Revenues:</b>				
Lunch/Breakfast/A La Carte	\$250,603	\$26,824.91	\$184,059	\$160,442.84
Adult Lunches	5,130	1,026.00	3,768	6,537.25
Special Functions	12,000	4,738.62	8,814	18,564.39
Head Start	8,870	0.00	6,515	0.00
State Subsidy	19,335	1,617.22	14,201	10,745.72
Social Security Subsidy	10,444	0.00	7,671	0.00
Retirement Subsidy	28,838	0.00	21,180	0.00
Federal Subsidy	262,478	23,200.77	192,780	153,242.92
Donated Commodities	0	0.00	0	0.00
Transfers from General Fund	0	0.00	0	31,000.00
Interest	0	0.30	0	4.75
Other	0	0.00	0	0.00
Account's Receivable	<u>0</u>	<u>0.00</u>	0	<u>78,309.71</u>
<b>Total Revenues</b>	<b>\$597,698</b>	<b>\$57,407.82</b>	<b>\$438,988</b>	<b>\$458,847.58</b>
<b>Expenditures:</b>				
Wages	\$250,981	17,140.45	149,779	\$111,103.20
Employee Benefits	36,923	1,311.24	22,035	8,499.38
FMSC Expenses	272,211	32,835.78	163,327	237,887.12
Value of Donated Foods	0	0.00	0	0.00
Accounts Payable	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>78,844.00</u>
<b>Total Expenditures</b>	<b><u>\$560,115</u></b>	<b><u>\$51,287.47</u></b>	<b><u>\$335,141</u></b>	<b><u>\$436,333.70</u></b>
<b>Ending Cash Balance</b>	<b><u>\$37,583</u></b>	<b><u>\$24,181.60</u></b>	<b><u>\$103,847</u></b>	<b><u>\$24,181.60</u></b>

