

SHARPSVILLE AREA SCHOOL DISTRICT

Regular Meeting

May 17, 2021

The regular meeting of the Sharpsville Area School Board was held in the Cafeteria at the Sharpsville Area Elementary School on Monday, May 17, 2021, at 7:08 p.m. with President Jerry Trontel presiding. The following members were present: Ron Barnes, Darla Grandy, Nicholas Hanahan, Michael Lenzi, Janice Raykie, Mary Sternthal, Joseph Toth, and Jerry Trontel.

Also present were Superintendent John Vannoy, Business Manager/Board Secretary Jaime Roberts, and Solicitor Robert Tesone. Guests participated both virtually and in person.

ADOPTION OF THE AGENDA

There was a motion by Mr. Hanahan, seconded by Mr. Toth, to approve the meeting agenda.

Motion carried.

CONSENT AGENDA

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

1. Board Minutes for the following meetings:

- a. April 19, 2021
- b. May 10, 2021 Work Session

2. Bills Affirmed and Approved

General Fund

Affirmed for April	894,825.93
Approved for May	449,830.68

Capital Project Fund

Affirmed for April	78,318.60
Approved for May	18,562.50

3. Financial Reports

a. Payroll	8,829.01
b. General Fund	3,359,626.34
c. Capital Reserve	35,891.54
d. Capital Project	1,102,047.79
e. High School Activities	48,868.97
f. Middle School Activities	3,229.84
g. Cafeteria	30,320.71

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

FINANCE REPORT

Chairperson Jerry Trontel recommended the following action:

2021-2022 PROPOSED FINAL GENERAL FUND BUDGET

There was a motion by Mr. Trontel, seconded by Mr. Barnes, to approve the 2021-2022 Proposed Final General Fund Budget with Revenues and Expenditures in the amount of \$18,656,505, the same being attached to and a part of these minutes.

Roll Call Vote:	Barnes	Yes
	Grandy	Yes
	Hanahan	Yes
	Lenzi	Yes
	Raykie	Yes
	Sternthal	Yes
	Toth	Yes
	Trontel	Yes

Motion Carried.

MIU IV EMOTIONAL SUPPORT ITINERANT SERVICE AGREEMENT

There was a motion by Mr. Trontel, seconded by Mrs. Sternthal, to approve the 2021-2022 Midwestern Intermediate Unit IV Emotional Support Itinerant Service Agreement at \$525.00 for daily full day services, the same being attached to and a part of these minutes.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

2021-2022 INSURANCE CARRIERS

There was a motion by Mr. Trontel, seconded by Mrs. Raykie, to approve the following Insurance Carriers for fiscal year 2021-2022:

1. Dental – PSEA Health and Welfare Fund – United Concordia
2. Vision Insurance – Davis Vision
3. Medical Insurance – Northwest School Health Consortium – Highmark Blue Cross/Blue Shield
4. Life Insurance – Boston Mutual Life Insurance Company with Davevic Benefit Consultants, Inc. as Broker
5. Income Disability – CM Regent

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

2021-2022 STUDENT ACCIDENT INSURANCE

There was a motion by Mr. Trontel, seconded by Mr. Hanahan, to approve the 2021-2022 Student Accident Insurance at the rate of \$96.00 for School Time and \$166.00 for 24 Hour Coverage with Bollinger Insurance Company as Plan Administrator, and Davevic Benefits Consultants as Broker.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

SUMMER SPECIAL EDUCATION TRANSPORTATION SERVICES

There was a motion by Mr. Trontel, seconded by Mr. Lenzi, to approve transportation contracts for Summer Special Education Services as needed with retroactive approval by the Board.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

CHANGE ORDERS

There was a motion by Mr. Trontel, seconded by Mr. Toth, to approve the following change orders to remove the glycol pumps from the Middle School gymnasium and replace with 4 freeze pumps:

1.	Guy's Mechanical Systems, Inc.	(\$25,000.00)
2.	Donatelli Electric	<u>\$6,775.00</u>
	Total	(\$18,225.00)

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

POLICY REPORT

Mr. Lenzi recommended the following action:

FIRST READING – NEW POLICIES

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

1. 218.3 – Discipline of Student Convicted/Adjudicated of Sexual Assault
2. 309.1 – Telework

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

FIRST READING – REVISED POLICIES

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

1. 103 – Discrimination/Title IX Sexual Harassment Affecting Students
2. 104 – Discrimination/Title IX Sexual Harassment Affecting Staff
3. 111 – Lesson Plans
4. 113.1 – Discipline of Students with Disabilities
5. 113.2 – Behavior Support
6. 113.4 – Confidentiality of Special Education Student Information
7. 122 – Extracurricular Activities
8. 123 – Interscholastic Athletics
9. 123.2 – Student Cardiac Arrest
10. 137.1 – Extracurricular Participation by Home Education Students
11. 146.1 – Trauma-Informed Approach
12. 150 – Title I – Comparability of Services

13. 203 – Immunizations and Communicable Diseases
14. 209 – Health Examinations/Screenings
15. 247 – Hazing
16. 249 – Bullying/Cyberbullying
17. 252 – Dating Violence
18. 314 – Physical Examination
19. 317.1 Educator Misconduct
20. 318 – Attendance and Tardiness
21. 331 – Job Related Expenses
22. 332 – Working Periods
23. 334 – Sick Leave
24. 340 – Responsibility for Student Welfare
25. 705 – Facilities and Workplace Safety
26. 803 – School Calendar
27. 810.1 – School Bus Drivers and School Commercial Motor Vehicle Drivers
28. 810.3 School Vehicle Drivers
29. 824 – Maintaining Professional Adults/Student Boundaries
30. 904 – Public Attendance at School Events
31. 907 – School Visitors

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

CURRICULUM/TECHNOLOGY REPORT

Mrs. Sternthal recommended the following action:

CLASSES WITH LESS THAN 15 STUDENTS – PITT ARGUMENT

There was a motion by Mrs. Sternthal, seconded by Mrs. Grandy, to approve the following course with less than 15 students for the 2021-2022 school year:

1. PITT Argument – 12 students

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

CLASSES WITH LESS THAN 15 STUDENTS – PITT PROBABILITY & STATS

There was a motion by Mrs. Sternthal, seconded by Mr. Lenzi, to approve the following course with less than 15 students for the 2021-2022 school year:

1. PITT Probability & Stats – 11 students

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

PERSONNEL REPORT

Mrs. Raykie recommended the following action:

2021-2022 SCHOOL BOARD TREASURER

There was a motion by Mr. Trontel, seconded by Mr. Hanahan, to appoint Janice Raykie as the Board Treasurer for the 2021-2022 fiscal year.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

UNPAID LEAVE OF ABSENCES

There was a motion by Mrs. Raykie, seconded by Mrs. Sternthal, to approve the following unpaid leave of absences:

- | | |
|---------------------|--|
| 1. Holly Ion | March 1 – 12, 26 and 31, April 15, 16, 19 - 23, 2021 |
| 2. Teri Koval | April 9 through April 30, 2021 |
| 3. Kendra Mowry | March 25, April 22 and 23, 2021 |
| 4. Crystal Stefanko | April 21, 22 and 23, 2021 |
| 5. Rachel Thompson | April 12, 2021 |
| 6. Dawn Yuran | March 4 and 5, April 9, 12, and 13, 2021 |

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

NEW HIRE – CLEANING

There was a motion by Mrs. Raykie, seconded by Mr. Lenzi, to hire Susan Jewell as an eight (8) hour per day cleaning person effective May 18, 2021 with salary and benefits as per the AFSCME agreement.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

NEW HIRE – SPECIAL EDUCATION TEACHER

There was a motion by Mrs. Raykie, seconded by Mr. Barnes, to hire Lacey Kent as a Special Education Teacher at Step B1 with salary and benefits as per the SAEA Agreement effective with the 2021-2022 school year.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

BUILDINGS AND GROUNDS REPORT

Mrs. Grandy had no official action to report.

NEGOTIATIONS REPORT

Mr. Barnes had no official action to report.

PUBLIC RELATIONS REPORT

Mr. Hanahan shared information with the Board regarding participating in the Memorial Day parade.

CAFETERIA REPORT

Mr. Toth recommended the following action:

FOOD SERVICE MANAGEMENT COMPANY CONTRACT APPROVAL

There was a motion by Mr. Toth, seconded by Mr. Lenzi, to approve the 2021-2022 Food Service Management Company Contract (Year 2) with the Nutrition Group.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

SEAMLESS SUMMER FOOD SERVICE

There was a motion by Mr. Toth, seconded by Mr. Hanahan, to operate a 2021 Summer Food Service Program through the Seamless Summer Option.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

ATHLETIC REPORT

Mr. Lenzi recommended the following action:

RESIGNATION – MS TRACK

There was a motion by Mr. Lenzi, seconded by Mr. Barnes, to accept the resignation of Joshua Lozier as the MS Track Coach effective February 28, 2021.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

GIRLS' BASKETBALL HEAD COACH – HUBBARD

There was a motion by Mr. Lenzi, seconded by Mrs. Raykie to hire Robert Hubbard as the Girls' Basketball Head Coach for the 2021-2022 school year with salary (Step 70%) as per the SAEA Agreement.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

GIRLS' SOCCER – FIRST ASSISTANT

There was a motion by Mr. Lenzi, seconded by Mrs. Sternthal, to approve Lorigan Shuttleworth as the Girls' Soccer First Assistant Coach for the 2021-2022 school year with salary (Step 70%) as per the SAEA Agreement.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

MERCER COUNTY CAREER CENTER REPORT

Mr. Hanahan had no report.

SUPERINTENDENT'S REPORTS

Mr. Vannoy recommended the following action:

RESOLUTION 2 OF 2021

Ballots were cast for the vacant Board seat. Mrs. Roberts announced the following results:

Tabitha Smith received the following votes: Barnes, Hanahan, Lenzi, Sternthal, Toth and Trontel.

William Henwood received the following votes: Grandy and Raykie

There was a motion by Mrs. Sternthal, seconded by Mr. Barnes, to approve Resolution 2 of 2021 appointing Tabitha Smith as a successor to the vacancy existing in the Office of Board of School Director pursuant to the provisions of the Pennsylvania School Code of 1949, as amended, the same being attached to and a part of these minutes.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

CROSS COUNTRY COACH REMOVAL

There was a motion by Mr. Trontel, seconded by Mr. Toth, to remove Tabitha Smith as the First Assistant Cross Country effective May 17, 2021.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

CROSS COUNTRY VOLUNTEER

There was a motion by Mr. Trontel, seconded by Mrs. Grandy, to appoint Tabitha Smith as a Cross Country Volunteer effective May 17, 2021.

Approved: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Toth, and Trontel

Opposed: None

Motion Carried.

RECESS

There was a motion by Mr. Trontel, seconded by Mrs. Grandy, to recess the meeting until Monday, May 24, 2021 at 7:00 p.m. at the same location.

Motion Carried.

The meeting recessed at 8:11 p.m.


Jaime L. Roberts, Board Secretary

**SHARPSVILLE AREA SCHOOL DISTRICT
BOARD REPORT**

May 17, 2021

GENERAL FUND:

Total Bills to be Affirmed for April	894,825.93
Total Bills to be Approved for May	449,830.68

CAPITAL PROJECT FUND

Total Bills to be Affirmed for March	78,318.60
Total Bills to be Approved for April	18,562.50

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Dates: 04/01/2021 - 04/30/2021 Omit Dates: 2021-04-19

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr #	Invoice #	Account Code	ASN	Amount
0000022653	04/07/2021	LE3560600002	2100051127	110005503203	10-2620-622-000-00-800-000-0000	1262062280 00000	4,518.71
0000022653	04/07/2021	LE3560100001	2100051127	110005503740	10-2620-622-000-00-200-000-0000	1262062220 00000	4,115.64
0000022653	04/07/2021	LE3560600001	2100051127	110005503203	10-2620-622-000-00-500-000-0000	1262062250 00000	3,697.00
0000022653	04/07/2021	LE3560200002	2100051127	110005508905	10-2620-622-000-00-980-000-0000	1262062298 00000	236.30
0000022653	04/07/2021	LE3560500001	2100051127	110005508996	10-2620-622-000-00-980-000-0000	1262062298 00000	26.63
0000022653	04/07/2021	LE3560400001	2100051127	110139435421	10-2620-622-000-00-980-000-0000	1262062298 00000	25.73
0000022653	04/07/2021	LE3560300001	2100051127	110005508954	10-2620-622-000-00-980-000-0000	1262062298 00000	18.03
0000022653	04/07/2021	LE3560200001	2100051127	110005508863	10-2620-622-000-00-980-000-0000	1262062298 00000	17.07
PENNPO-PENN POWER							12,655.11
				Remit ID R-1	Payment Date: 04/07/2021	Payment Amt:	
0000022654	04/07/2021	LE3560700001	2100051150	71779955	10-2620-531-000-00-800-000-0000	1262053180 00000	27.53
0000022654	04/07/2021	LE3560700002	2100051150	71779955	10-2620-531-000-00-200-000-0000	1262053120 00000	23.00
0000022654	04/07/2021	LE3560700003	2100051150	71779955	10-2620-531-000-00-500-000-0000	1262053150 00000	15.20
VERIZOBUS-VERIZON BUSINESS SERVICES							65.73
				Remit ID R-1	Payment Date: 04/07/2021	Payment Amt:	
0000022655	04/09/2021	LE3561900001	2100051166	706510000	10-2620-424-000-00-200-000-0000	1262042420 00000	784.26
0000022655	04/09/2021	LE3561800002	2100051166	70756000	10-2620-424-000-00-800-000-0000	1262042480 00000	505.04
0000022655	04/09/2021	LE3561800001	2100051166	70756000	10-2620-424-000-00-500-000-0000	1262042450 00000	413.00

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

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Dates: 04/01/2021 - 04/30/2021 Omit Dates: 2021-04-19

Payment Categories: Regular Checks
Sort: Payment Number

BOROUGHSH-BOROUGH OF SHARPSVILLE		Remit ID R-1	Payment Date: 04/09/2021	Payment Amt:	1,702.30
0000022656	04/09/2021 LE3562000001	2100051169	104697454	10-2720-513-000-00-000-000-3500	1272051300 00035
FERRELGA-FERRELL GAS		Remit ID R-1	Payment Date: 04/09/2021	Payment Amt:	2,046.75
0000022657	04/09/2021 LE3562100001	2100051168	110046135841	10-2620-622-000-00-220-000-000-0000	1262062222 00000
PENNPO-PENN POWER		Remit ID R-1	Payment Date: 04/09/2021	Payment Amt:	53.23
0000022658	04/09/2021 LE3562200001	2100051157	345614001032321	10-2620-531-000-00-500-000-000-0000	1262053150 00000
0000022658	04/09/2021 LE3562200002	2100051157	345614001032321	10-2620-531-000-00-800-000-000-0000	1262053180 00000
0000022658	04/09/2021 LE3562200003	2100051157	345614001032321	10-2620-531-000-00-200-000-000-0000	1262053120 00000
TIMEWAC-TIME WARNER CABLE-NORTHEAST		Remit ID R-1	Payment Date: 04/09/2021	Payment Amt:	432.13
0000022659	04/09/2021 LE3562300001	2100051191	MEDREC	10-2310-390-000-00-000-000-000-0000	1231039000 00000
WARRENSTH-WARREN STATE HOSPITAL - MEDICAL RECORDS		Remit ID R-1	Payment Date: 04/09/2021	Payment Amt:	35.20
0000022660	04/16/2021 LE3568400001	2100051198	60633311	10-2620-621-000-00-200-000-000-0000	1262062120 00000
0000022660	04/16/2021 LE3568400004	2100051198	60633311	10-2620-621-000-00-800-000-000-0000	1262062180 00000
0000022660	04/16/2021 LE3568400003	2100051198	60633311	10-2620-621-000-00-500-000-000-0000	1262062150 00000
0000022660	04/16/2021 LE3568400002	2100051198	60633311	10-2620-621-000-00-980-000-000-0000	1262062198 00000
MARATHEN-MARATHON ENERGY		Remit ID R-1	Payment Date: 04/16/2021	Payment Amt:	4,344.30
0000022661	04/16/2021 LE3568500001	2100051194	376318710	10-2620-621-000-00-200-000-000-0000	1262062120 00000

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

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Dates: 04/01/2021 - 04/30/2021 Omit Dates: 2021-04-19

Payment Categories: Regular Checks
Sort: Payment Number

0000022661	04/16/2021	LE3568500004	2100051194	376318710	10-2620-621-000-00-800-000-0000	1262062180 00000	738.01
0000022661	04/16/2021	LE3568500003	2100051194	376318710	10-2620-621-000-00-500-000-0000	1262062150 00000	604.00
0000022661	04/16/2021	LE3568500002	2100051194	376318710	10-2620-621-000-00-980-000-0000	1262062198 00000	192.01
NATIONAFU-NATIONAL FUEL							
				Remit ID R-1	Payment Date: 04/16/2021	Payment Amt:	2,611.65
0000022662	04/16/2021	LE3568600001	2100051167	5000013	10-2620-424-000-00-220-000-0000	1262042422 00000	264.00
SOUTHPLY1-SOUTH PYMATUNING TOWNSHIP							
				Remit ID R-1	Payment Date: 04/16/2021	Payment Amt:	264.00
0000022766	04/23/2021	LE3573600001	2100051274	Boston-05	10-0470-000-000-00-000-000-0000	10470	500.87
BOSTONMU-BOSTON MUTUAL							
				Remit ID R-1	Payment Date: 04/23/2021	Payment Amt:	500.87
0000022767	04/23/2021	LE3573700001	2100051275	544	10-0470-000-000-00-000-000-0000	10470	159.87
CMREG-CM REGENT LLC							
				Remit ID R-1	Payment Date: 04/23/2021	Payment Amt:	159.87
0000022768	04/23/2021	LE3573800001	2100051271	Crown-05	10-0470-000-000-00-000-000-0000	10470	154,273.50
CROWNBEA-CROWN BENEFITS ADMINISTRATION							
				Remit ID R-1	Payment Date: 04/23/2021	Payment Amt:	154,273.50
0000022769	04/30/2021	LE3578500001	2100051273	CROWNVIS-05	10-0470-000-000-00-000-000-0000	10470	1,193.80
CROWNBEA-CROWN BENEFITS ADMINISTRATION							
				Remit ID R-1	Payment Date: 04/03/2021	Payment Amt:	1,193.80
0004052021	04/05/2021	LE3573100001	2100051093	Harrisbank-04	10-1110-650-000-10-200-000-402-6100	1110065020 00061	257.55
0004052021	04/05/2021	LE3573100002	2100051093	Harrisbank-04	10-1110-650-000-20-500-000-402-6100	1110065050 00061	257.55
0004052021	04/05/2021	LE3572800001	2100051013	Harrisbank-04	10-1110-610-000-10-200-000-000-4500	1110061020 00045	128.68
0004052021	04/05/2021	LE3572700001	2100051116	Harrisbank-04	10-1233-610-000-30-800-000-201-0000	1123361080 00000	91.66

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

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Dates: 04/01/2021 - 04/30/2021 Omit Dates: 2021-04-19

Payment Categories: Regular Checks
Sort: Payment Number

0004052021	04/05/2021	LE357300001	2100051019	Harrisbank-04	10-2380-610-000-20-500-000-127-0000	1238061050 00000	6.89
AMAZON-HARRIS BANK							
				Remit ID R-2	Payment Date: 04/05/2021	Payment Amt:	742.33
0004052022	04/05/2021	LE357260003	2100051165	Harrisbank-04	10-1110-650-000-00-000-000-000-4500	1110065000 00045	2,394.95
0004052022	04/05/2021	LE357330001	2100051216	Harrisbank-04	10-2620-610-000-00-000-000-000-0000	1262061000 00000	666.80
0004052022	04/05/2021	LE357260005	2100051165	Harrisbank-04	10-1110-650-000-00-000-000-000-4500	1110065000 00045	372.19
0004052022	04/05/2021	LE357340001	2100051152	Harrisbank-04	10-1110-610-000-30-800-260-137-0000	1110061080 26000	298.49
0004052022	04/05/2021	LE357260011	2100051165	Harrisbank-04	10-2834-360-000-00-000-000-000-0000	1283436000 00000	189.00
0004052022	04/05/2021	LE357260002	2100051165	Harrisbank-04	10-1110-650-000-00-000-000-000-4500	1110065000 00045	186.49
0004052022	04/05/2021	LE357320001	2100051215	Harrisbank-04	10-2620-610-000-00-000-000-000-0000	1262061000 00000	152.66
0004052022	04/05/2021	LE357260001	2100051165	Harrisbank-04	10-2620-610-000-00-000-000-000-0000	1262061000 00000	113.97
0004052022	04/05/2021	LE357260007	2100051165	Harrisbank-04	10-3250-610-000-00-000-000-000-AD00	610AD	63.00
0004052022	04/05/2021	LE357260010	2100051165	Harrisbank-04	10-3250-610-000-00-000-000-000-AD00	610AD	63.00
0004052022	04/05/2021	LE357260009	2100051165	Harrisbank-04	10-2519-442-000-00-000-000-000-0000	1251944200 00000	46.99
0004052022	04/05/2021	LE357260004	2100051165	Harrisbank-04	10-1110-650-000-00-000-000-000-4500	1110065000 00045	34.99
0004052022	04/05/2021	LE357260012	2100051165	Harrisbank-04	10-2360-640-000-00-000-000-000-0000	1236064000 00000	28.83
0004052022	04/05/2021	LE357260008	2100051165	Harrisbank-04	10-2620-610-000-00-000-000-000-0000	1262061000 00000	19.99
0004052022	04/05/2021	LE357260006	2100051165	Harrisbank-04	10-1110-650-000-00-000-000-000-4500	1110065000 00045	8.99
0004052022	04/05/2021	LE357260013	2100051165	Harrisbank-04	10-2620-610-000-00-000-000-000-0000	1262061000 00000	7.00

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

05/14/2021 12:40:20 PM

Sharpville Area School District

Bank Account: GF - GENERAL FUND Payment Dates: 04/01/2021 - 04/30/2021 Omit Dates: 2021-04-19

HARRISBA-HARRIS BANK				Remit ID R-1	Payment Date: 04/05/2021	Payment Amt:	4,647.34
0004052023	04/05/2021	LE3572900001	2100050995	Harrisbank-04	10-2620-610-000-00-000-000-0000	12620610000000	235.98
OHIODE-HARRIS BANK				Remit ID R-2	Payment Date: 04/05/2021	Payment Amt:	235.98
0004072021	04/07/2021	LE3575200001	2100051278	FSA-04-1	10-0460-000-00-000-000-000-0860	0860	1,277.62
CROWNBEA-CROWN BENEFITS ADMINISTRATION				Remit ID R-1	Payment Date: 04/07/2021	Payment Amt:	1,277.62
0004082021	04/08/2021	LE3574000001	2100051123		10-0470-000-00-000-000-000-0000	10470	6,844.21
0004082021	04/08/2021	AP3574100001	2100051123		10-5800-272-000-00-000-000-000-0000	15800272	2,655.73
PSEAHEW-PSEA HEALTH AND WELFARE FUND				Remit ID R-1	Payment Date: 04/08/2021	Payment Amt:	9,499.94
0004142021	04/14/2021	LE3575500001	2100051278	FSA-04-02	10-0460-000-00-000-000-000-0860	0860	306.64
CROWNBEA-CROWN BENEFITS ADMINISTRATION				Remit ID R-1	Payment Date: 04/14/2021	Payment Amt:	306.64
0004162021	04/16/2021	LE3574300001	2100051217	SASDPR-04	10-0462-000-00-000-000-000-0000	10462	691,316.69
SASDPR-SHARPSVILLE AREA SCHOOL DISTRICT				Remit ID R-1	Payment Date: 04/16/2021	Payment Amt:	691,316.69
0004202021	04/20/2021	LE3574500001	2100051254	VOYA-04	10-0460-000-00-000-000-000-0200	0200	342.14
0004202021	04/20/2021	LE3574500002	2100051254	VOYA-04	10-0471-000-00-000-000-000-0000	10471	279.94
VOYA-VOYA FINANCIAL INSTITUTIONAL PLAN SERVICES LLC				Remit ID R-1	Payment Date: 04/20/2021	Payment Amt:	622.08
0004212021	04/21/2021	LE3574700001	2100051257	70947709	10-2720-513-000-00-000-000-000-3500	12720513000035	1,090.04
0004212021	04/21/2021	LE3574700003	2100051257	70947709	10-2620-626-000-00-000-000-000-0000	12620626000000	270.13
0004212021	04/21/2021	LE3574700002	2100051257	70947709	10-3250-627-000-00-000-000-000-AD00	627AD	15.07
FLEETSE-WEX BANK				Remit ID R-1	Payment Date: 04/21/2021	Payment Amt:	1,375.24

05/14/2021 12:40:20 PM

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Dates: 04/01/2021 - 04/30/2021 Omit Dates: 2021-04-19

Payment Categories: Regular Checks
Sort: Payment Number

0004222021	04/22/2021	LE3574900001	2100050947	HSA-04	10-2519-340-000-000-0000-0000	1251934000 00000	17.78
HIGHMABLB-HIGHMARK BLUE CROSS BLUE SHIELD							
		Remit ID R-1	Payment Date: 04/22/2021			Payment Amt:	17.78
0004272021	04/30/2021	LE3578300001	2100051285		10-0473-000-000-000-0000-0000	10473	4,445.85
PAUCF-PA UC FUND							
		Remit ID R-2	Payment Date: 04/27/2021			Payment Amt:	4,445.85
10 - GENERAL FUND							
							894,825.93
Grand Total All Funds							
							894,825.93
Grand Total Credit Cards							
							0.00
Grand Total Direct Deposits							
							0.00
Grand Total Manual Checks							
							0.00
Grand Total Other Disbursement Non-negotiables							
							0.00
Grand Total Procurement Card Other Disbursement Non-negotiables							
							0.00
Grand Total Regular Checks							
							894,825.93
Grand Total All Payments							
							894,825.93

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2021-05-17
 Due Dates: 05/17/2021 - 05/17/2021 Check Numbers: 0000022783 - 0000022850
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000022783	05/10/2021	LE3570200090	2100051314	717750	10-1110-562-000-20-500-000-109-0000	1110056250 00000	1,512.78
0000022783	05/10/2021	LE3570200091	2100051314	717750	10-1110-562-000-30-800-000-109-0000	1110056280 00000	1,512.77
AGORACYC-AGORA CYBER CHARTER SCHOOL							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	3,025.55
0000022784	05/12/2021	LE3570200137	2100051329	APRIL2021	10-2350-330-000-00-000-000-0000	1235033000 00000	7,010.20
0000022784	05/12/2021	LE3570200136	2100051329	APRIL2021	10-2350-330-271-00-000-000-000-2200	1235033000 00022	735.00
ANDREWPR-ANDREWS & PRICE							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	7,745.20
0000022785	05/05/2021	LE3570200053	2100051121	323123A	10-1290-610-890-30-800-000-201-5900	1129061080 00059	942.90
ATTAINCO-ATTAINMENT COMPANY							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	942.90
0000022786	04/26/2021	LE3570200030	2100051068	1420314	10-3210-610-000-30-800-000-137-2300	1321061080 00023	27.52
0000022786	04/26/2021	LE3570200029	2100051068	1417295	10-3210-610-000-30-800-000-137-2300	1321061080 00023	26.98
BALFOU-BALFOUR							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	54.50
0000022787	05/07/2021	LE3570200059	2100051289	SI-713280	10-3250-610-000-00-000-000-000-AD00	610AD	139.10
BEACONGR-BEACON GRAPHICS							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	139.10
0000022788	05/10/2021	LE3570200150	2100051303	16368	10-2620-430-000-00-220-000-000-0000	1262043022 00000	115.00
0000022788	05/10/2021	LE3570200151	2100051303	16368	10-2620-430-000-00-980-000-000-0000	1262043098 00000	115.00
BELLSPOR-BELLS PORTABLE RESTROOMS INC							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	230.00
0000022789	05/05/2021	LE3570200055	00050155	5028116	10-2220-650-000-00-000-000-402-0000	1222065000 00000	6,586.25

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

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2021-05-17
 Due Dates: 05/17/2021 - 05/17/2021 Check Numbers: 0000022783 - 0000022850
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

BIT DI-BIT DIRECT INC		Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	6,586.25
0000022790	05/10/2021 LE3570200085	2100051315	121879-CL-00030 10-1290-561-000-30-800-000-109-0000	1129056180 00000	3,795.00
0000022790	05/10/2021 LE3570200086	2100051315	121655-CL-00029 10-1290-561-000-30-800-000-109-0000	1129056180 00000	3,300.00
0000022790	05/10/2021 LE3570200087	2100051315	121447-CL-00019 10-1290-561-000-30-800-000-109-0000	1129056180 00000	3,135.00
0000022790	05/10/2021 LE3570200088	2100051315	121171-CL-00028 10-1290-561-000-30-800-000-109-0000	1129056180 00000	2,640.00
0000022790	05/10/2021 LE3570200089	2100051315	121026-CL-00034 10-1290-561-000-30-800-000-109-0000	1129056180 00000	2,640.00
BRADFOASD-BRADFORD AREA SCHOOL DISTRICT					15,510.00
0000022791	05/12/2021 LE3570200140	2100051327	SVL-2020-8 10-1225-330-000-30-800-000-109-0000	1122533080 00000	3,618.75
0000022791	05/12/2021 LE3570200141	2100051327	SVL-2020-8 10-1290-330-000-10-200-000-109-0000	1129033020 00000	3,168.75
0000022791	05/12/2021 LE3570200143	2100051327	SVL-2020-8 10-1290-330-000-30-800-000-109-0000	1129033080 00000	1,368.75
0000022791	05/12/2021 LE3570200142	2100051327	SVL-2020-8 10-1290-330-000-20-500-000-109-0000	1129033050 00000	581.25
0000022791	05/12/2021 LE3570200139	2100051327	SVL-2020-8 10-1225-330-000-10-200-000-109-0000	1122533020 00000	468.75
0000022791	05/12/2021 LE3570200145	2100051327	SVL-2020-8 10-1290-330-000-20-500-000-109-0000	1129033050 00000	300.00
0000022791	05/12/2021 LE3570200144	2100051327	SVL-2020-8 10-1290-330-000-10-200-000-109-0000	1129033020 00000	112.50
0000022791	05/12/2021 LE3570200146	2100051327	SVL-2020-8 10-1290-330-000-30-800-000-109-0000	1129033080 00000	37.50
CAPABLK-CAPABLE KIDS LLC					9,656.25
0000022792	05/12/2021 LE3570200149	2100051262	C179958 10-1110-650-986-00-000-000-000-4600	1110055000 00046	127,792.50

FUND ACCOUNTING PAYMENT REGISTER

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 Due Dates: 05/17/2021 - 05/17/2021 Check Numbers: 0000022783 - 0000022850
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

0000022792	05/04/2021	LE3570200042	2100051263	C110164	10-1110-650-988-00-000-000-4900	1110065000 00049	16,470.00
0000022792	04/30/2021	LE3570200033	2100050774	9260860	10-1110-650-987-00-000-000-4800	1110065000 00048	7,998.00
0000022792	05/04/2021	LE3570200041	2100051263	C118728	10-1110-650-988-00-000-000-4900	1110065000 00049	1,982.50
0000022792	05/12/2021	LE3570200148	2100051262	C304648	10-1110-650-986-00-000-000-4600	1110065000 00046	25.00
CDWGO-CDW GOVERNMENT INC.							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	154,268.00
0000022793	05/12/2021	LE3570200138	2100051328	APRIL2021	10-2360-635-000-00-000-000-0000	1236063500 00000	156.50
CHENEYDA-DARLENE CHENEY							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	156.50
0000022794	05/12/2021	LE3570200134	2100051330	719490	10-1110-562-000-20-500-000-109-0000	1110056250 00000	1,957.35
0000022794	05/12/2021	LE3570200133	2100051330	719490	10-1110-562-000-10-200-000-109-0000	1110056220 00000	1,957.35
0000022794	05/12/2021	LE3570200135	2100051330	719490	10-1110-562-000-30-800-000-109-0000	1110056280 00000	978.67
COMMONCHA-COMMONWEALTH CHARTER ACADEMY							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	4,893.37
0000022795	05/12/2021	LE3570200120	00050700	43008094901	10-1110-610-000-10-200-000-117-0000	1110061020 00000	1,509.60
0000022795	05/12/2021	LE3570200122	00050700	43008094901	10-1110-610-000-20-500-000-127-0000	1110061050 00000	754.80
0000022795	05/12/2021	LE3570200121	00050700	43008094901	10-1110-610-000-30-800-000-137-0000	1110061080 00000	754.80
CONTRAPAG-CONTRACT PAPER GROUP INC							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	3,019.20
0000022796	05/12/2021	LE3570200119	2100051331	2552	10-1442-569-000-30-800-000-109-0000	1144256980 00000	901.50
CROSSGRH-CROSSROADS GROUP HOMES							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	901.50

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

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0000022797	05/06/2021	LE3570200058	2100050786	SASD-0148	10-2519-340-000-00-000-000-0000	1251934000 00000	65.79
0000022797	05/06/2021	LE3570200057	2100050786	SASD-0148	10-2519-340-000-00-000-000-0000	1251934000 00000	59.21
CROWNBEA-CROWN BENEFITS ADMINISTRATION							
0000022798	05/12/2021	LE3570200123	2100050862	72491611	10-1110-448-000-10-200-000-117-0000	1110044820 00000	1,023.00
0000022798	05/12/2021	LE3570200125	2100050862	72491611	10-1110-448-000-20-500-000-127-0000	1110044850 00000	833.00
0000022798	05/12/2021	LE3570200124	2100050862	72491611	10-1110-448-000-30-800-000-137-0000	1110044880 00000	833.00
0000022798	05/12/2021	LE3570200126	2100050862	72491611	10-2380-448-000-30-800-000-137-0000	1238044880 00000	100.00
0000022798	05/12/2021	LE3570200127	2100050862	72491611	10-2380-448-000-10-200-000-117-0000	1238044820 00000	87.00
0000022798	05/12/2021	LE3570200128	2100050862	72491611	10-2380-448-000-30-800-000-137-0000	1238044880 00000	39.00
0000022798	05/12/2021	LE3570200129	2100050862	72491611	10-2519-448-000-00-000-000-0000	1251944800 00000	35.00
0000022798	05/12/2021	LE3570200130	2100050862	72491611	10-2360-448-000-00-000-000-0000	1236044800 00000	35.00
0000022798	05/12/2021	LE3570200131	2100050862	72491611	10-2260-448-000-00-000-000-201-0000	1226044800 00000	5.00
0000022798	05/12/2021	LE3570200132	2100050862	72491611	10-2250-448-000-30-800-000-137-0000	1225044880 00000	5.00
DELAGELAF-DE LAGE LANDEN FINANCIAL SERVICES INC							
0000022799	05/13/2021	LE3570200155	2100051344	FCE.CBE.APRIL2 1	10-1110-610-000-30-800-240-137-0000	1110061080 24000	311.31
0000022799	05/13/2021	LE3570200154	2100051344	FCE.CBE.APRIL2 1	10-1211-610-000-30-800-000-201-0000	1121161080 00000	22.66
DONOFROC-DONOFRIO'S FOOD CENTER							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	333.97

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

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2021-05-17
 Due Dates: 05/17/2021 - 05/17/2021 Check Numbers: 0000022783 - 0000022850
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

0000022800	05/10/2021	LE3570200104	2100051298	165481	10-2620-610-000-000-000-0000	1262061000 00000	795.18
0000022800	05/10/2021	LE3570200103	2100051298	165754	10-2620-610-000-000-000-0000	1262061000 00000	334.46
0000022800	05/10/2021	LE3570200102	2100051298	166045	10-2620-610-000-000-000-0000	1262061000 00000	79.47
0000022800	05/10/2021	LE3570200101	2100051298	166142	10-2620-610-000-000-000-0000	1262061000 00000	45.01
EQUIPA-EQUIPARTS							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	1,254.12
0000022801	05/03/2021	LE3570200039	00050057	133529	10-2620-340-000-000-000-0000	1262034000 00000	30.00
ERICRY-THE ERIC RYAN CORPORATION							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	30.00
0000022802	05/04/2021	LE3570200043	00050009	2630	10-1110-650-000-10-200-000-117-0000	1110065020 00000	11,100.00
ESPARKLE-eSPARK LEARNING							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	11,100.00
0000022803	05/10/2021	LE3570200098	2100051300	172021	10-2620-610-000-000-000-0000	1262061000 00000	2,781.72
0000022803	05/10/2021	LE3570200097	2100051300	171931	10-2620-610-000-000-000-0000	1262061000 00000	128.60
FAGANSAS-FAGAN SANITARY SUPPLY							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	2,910.32
0000022804	05/04/2021	LE3570200044	2100050870	2020A	10-3210-390-000-20-500-000-127-0000	1321039050 00000	450.00
GRACILRO-RONULFO K GRACILLA JR							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	450.00
0000022805	04/20/2021	LE3570200001	00050712	MAY2021	10-2620-538-000-000-000-000-0000	1262053800 00000	50.00
GRANDY JA-JARED GRANDY							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	50.00
0000022806	05/10/2021	LE3570200092	2100051306	MAY252021	10-3210-390-000-20-500-000-127-0000	1321039050 00000	1,203.84

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

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2021-05-17
 Due Dates: 05/17/2021 - 05/17/2021 Check Numbers: 0000022783 - 0000022850
 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
 Sort: Payment Number

HADDIXMAR-MARGARET PETERSON HADDIX	Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	1,203.84
0000022807	04/21/2021 LE3570200015	2100051266	ASSIGNFEE2021 10-3250-810-000-000-000-SBV0	810SBV 75.00
0000022807	04/21/2021 LE3570200013	2100051266	ASSIGNFEE2021 10-3250-810-000-000-000-BAV0	810BAV 75.00
0000022807	04/21/2021 LE3570200016	2100051266	ASSIGNFEE2021 10-3250-810-000-000-000-SBJ0	810SBJ 56.00
0000022807	04/21/2021 LE3570200014	2100051266	ASSIGNFEE2021 10-3250-810-000-000-000-BAJ0	810BAJ 56.00
0000022807	04/21/2021 LE3570200017	2100051266	ASSIGNFEE2021 10-3250-810-000-000-000-SBMS	810SBM 51.00
HARTJI-JAMES HART	Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	313.00
0000022808	05/14/2021 LE3570200158	00050104	MAY2021 10-2620-430-000-00-000-000-0000	1262043000 00000 146.00
HERSHEXS-HERSH EXTERMINATING SERVICE INC.	Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	146.00
0000022809	04/20/2021 LE3570200002	00050108	MAY2021 10-2620-538-000-00-000-000-0000	1262053800 00000 50.00
HOAGLAWA-WADE HOAGLAND	Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	50.00
0000022810	04/20/2021 LE3570200003	00050109	MAY2021 10-2620-538-000-00-000-000-0000	1262053800 00000 25.00
HOUCKCA-CAROL HOUCK	Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	25.00
0000022811	05/12/2021 LE3570200152	2100051332	718974 10-1290-562-000-20-500-000-109-0000	1129056250 00000 2,959.33
INSIGHPAC-INSIGHT PA CYBER CHARTER SCHOOL	Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	2,959.33
0000022812	04/28/2021 LE3570200031	2100051264	363365475 10-1110-610-000-30-800-121-137-0000	1110061080 12100 71.99
JWPES-J.W. PEPPER & SONS INC.	Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	71.99
0000022813	05/10/2021 LE3570200082	2100051316	2100000991 10-1110-562-000-30-800-000-109-0000	1110056280 00000 7,306.88

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2021-05-17
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0000022813	05/10/2021	LE3570200084	2100051316	2100000991	10-1290-562-000-30-800-000-109-0000	1129056280 00000	5,516.32
0000022813	05/10/2021	LE3570200081	2100051316	2100000991	10-1110-562-000-20-500-000-109-0000	1110056250 00000	4,958.24
0000022813	05/10/2021	LE3570200083	2100051316	2100000991	10-1290-562-000-20-500-000-109-0000	1129056250 00000	2,621.24
KEYSTOEDC-KEystone EDUCATION CENTER							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	20,402.68
0000022814	05/04/2021	LE3570200048	2100051163	20070.00	10-2380-610-000-20-500-000-127-0000	1238061050 00000	27.08
KURTZBR-KURTZ BROS.							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	27.08
0000022815	04/23/2021	LE3570200023	2100051280	MAY2021	10-1110-562-000-30-800-000-109-0000	1110056280 00000	1,957.34
LINCOLNPP-THE LINCOLN PARK PERFORMING							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	1,957.34
0000022816	04/20/2021	LE3570200011	00050113	MAY2021	10-2430-330-000-10-200-000-000-0000	1243033020 00000	48.87
0000022816	04/20/2021	LE3570200010	00050113	MAY2021	10-2430-330-000-20-500-000-000-0000	1243033050 00000	22.43
0000022816	04/20/2021	LE3570200009	00050113	MAY2021	10-2430-330-000-10-200-000-000-0000	1243033020 00000	6.41
0000022816	04/20/2021	LE3570200008	00050113	MAY2021	10-2430-330-000-20-500-000-000-0000	1243033050 00000	2.40
LOMBARDOG-DOMENIC G. LOMBARDI D.M.D.							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	80.11
0000022817	04/20/2021	LE3570200004	00050110	MAY2021	10-2620-538-000-00-000-000-000-0000	1262053800 00000	25.00
MARSHAH-HEIDI MARSHALL							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	25.00
0000022818	05/14/2021	LE3570200159	00050341	MAY2021	10-1390-564-000-30-800-000-000-0000	1139056480 00000	30,593.00
MERCERCOC-MERCER COUNTY CAREER CENTER							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	30,593.00

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

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2021-05-17
 Due Dates: 05/17/2021 - 05/17/2021 Check Numbers: 0000022783 - 0000022850
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0000022819	05/05/2021	LE3570200051	2100050869	721	10-2220-650-000-00-000-402-0000	1222065000 00000	1,964.47
MIUIV-MIDWESTERN IU IV							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	1,964.47
0000022820	04/23/2021	LE3570200028	2100051283	2799359	10-3210-610-000-30-800-000-137-2300	1321061080 00023	554.00
OAKHAI-OAK HALL INDUSTRIES L.P.							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	554.00
0000022821	05/04/2021	LE3570200040	2100051268	170188696001	10-2519-610-000-00-000-000-0000	1251961000 00000	112.79
OFFICEDE-OFFICE DEPOT							
				Remit ID R-2	Payment Date: 05/17/2021	Payment Amt:	112.79
0000022822	05/10/2021	LE3570200080	2100051317	MAY2021	10-1110-562-000-30-800-000-109-0000	1110056280 00000	2,936.02
PACCS-PENNSYLVANIA CYBER CHARTER SCHOOL							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	2,936.02
0000022823	05/10/2021	LE3570200078	2100051318	716146	10-1110-562-000-20-500-000-109-0000	1110056250 00000	1,850.53
0000022823	05/10/2021	LE3570200079	2100051318	716146	10-1110-562-000-30-800-000-109-0000	1110056280 00000	1,850.52
PAVIC-PA VIRTUAL CHARTER SCHOOL							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	3,701.05
0000022824	05/04/2021	LE3570200047	2100051147	PAJRACOFSC120 21	10-3210-894-000-20-500-000-127-0000	1321089450 00000	60.00
PJASRE9-PJAS REGION 9							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	60.00
0000022825	05/12/2021	LE3570200114	2100051333	1000015980	10-1110-329-000-20-500-000-0000-0000	1110032950 00000	1,596.00
0000022825	05/12/2021	LE3570200115	2100051333	1000015980	10-1110-329-000-30-800-000-0000-0000	1110032980 00000	1,529.50
0000022825	05/12/2021	LE3570200109	2100051334	1000016051	10-1110-329-000-10-200-000-0000-0000	1110032920 00000	1,463.00
0000022825	05/12/2021	LE3570200110	2100051334	1000016051	10-1110-329-000-20-500-000-0000-0000	1110032950 00000	1,463.00

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2021-05-17
 Due Dates: 05/17/2021 - 05/17/2021 Check Numbers: 0000022783 - 0000022850
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 Sort: Payment Number

0000022825	05/12/2021	LE3570200111	2100051334	1000016051	10-1110-329-000-30-800-000-0000	1110032980 00000	1,330.00
0000022825	04/23/2021	LE3570200024	2100051281	1000015760	10-1110-329-000-10-200-000-0000	1110032920 00000	1,330.00
0000022825	05/10/2021	LE3570200074	2100051319	1000015866	10-1110-329-000-20-500-000-0000	1110032950 00000	931.00
0000022825	04/23/2021	LE3570200026	2100051281	1000015760	10-1110-329-000-30-800-000-0000	1110032980 00000	931.00
0000022825	05/10/2021	LE3570200075	2100051319	1000015866	10-1110-329-000-30-800-000-0000	1110032980 00000	931.00
0000022825	04/23/2021	LE3570200025	2100051281	1000015760	10-1110-329-000-20-500-000-0000	1110032950 00000	798.00
0000022825	05/12/2021	LE3570200113	2100051333	1000015980	10-1110-329-000-10-200-000-0000	1110032920 00000	514.71
0000022825	05/10/2021	LE3570200073	2100051319	1000015866	10-1110-329-000-10-200-000-0000	1110032920 00000	399.00
0000022825	05/12/2021	LE3570200112	2100051334	1000016051	10-2270-329-000-30-800-000-0000	1227032980 00000	133.00
0000022825	05/10/2021	LE3570200076	2100051319	1000015866	10-1241-329-000-10-200-000-0000	1124132920 00000	133.00
0000022825	05/12/2021	LE3570200117	2100051333	1000015980	10-1241-329-000-10-200-000-0000	1124132920 00000	133.00
0000022825	05/10/2021	LE3570200077	2100051319	1000015866	10-2380-329-000-30-800-000-0000	1238032980 00000	127.68
0000022825	05/12/2021	LE3570200116	2100051333	1000015980	10-1233-329-000-30-800-000-0000	1123332980 00000	63.84
PRECISHUR-PRECISION HUMAN RESOURCE SOLUTIONS							Payment Amt:
0000022826	05/10/2021	LE3570200070	2100051320	717252	10-1110-562-000-10-200-000-109-0000	1110056220 00000	3,914.69
0000022826	05/10/2021	LE3570200071	2100051320	717252	10-1110-562-000-30-800-000-109-0000	1110056280 00000	3,914.69
0000022826	05/10/2021	LE3570200068	2100051320	717252	10-1290-562-000-10-200-000-109-0000	1129056220 00000	2,069.33
							13,806.73

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

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Bank Account: GF - GENERAL FUND Payment Date: 2021-05-17
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0000022826	05/10/2021	LE3570200069	2100051320	717252	10-1290-562-000-20-500-000-109-0000	1129056250 00000	2,069.33
0000022826	05/10/2021	LE3570200072	2100051320	717252	10-1110-562-000-20-500-000-109-0000	1110056250 00000	1,957.35
REACHCYC-REACH CYBER CHARTER SCHOOL							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	13,925.39
0000022827	05/04/2021	LE3570200046	2100051202	2839080	10-2380-810-000-10-200-000-117-0000	1238081020 00000	258.50
RESOURCE-RESOURCES FOR EDUCATORS							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	258.50
0000022828	05/10/2021	LE3570200095	2100051302	27787	10-2620-610-000-00-000-000-0000-0000	1262061000 00000	849.40
RIGHTU-RICH TURIAN							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	849.40
0000022829	04/20/2021	LE3570200005	00050111	MAY2021	10-2620-538-000-00-000-000-0000-0000	1262053800 00000	50.00
ROBERTJAL-JAIME L. ROBERTS							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	50.00
0000022830	05/10/2021	LE3570200096	2100051301	18807	10-2620-610-000-00-000-000-0000-0000	1262061000 00000	294.00
RORACH-RORA CHEMICALS INC.							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	294.00
0000022831	04/23/2021	LE3570200027	2100051282	ecombine2021	10-0484-000-000-00-000-000-0000-0000	10484	50.00
SASDACT-SHARPSVILLE AREA SCHOOL DIST.							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	50.00
0000022832	04/23/2021	LE3570200022	2100051270	16	10-3210-635-000-30-800-000-137-0000	1321063580 00000	203.00
SASDCAF-SHARPSVILLE AREA SCHOOL DIST.							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	203.00
0000022833	05/10/2021	LE3570200100	2100051299	2507058	10-2620-610-000-00-000-000-0000-0000	1262061000 00000	404.96
0000022833	05/10/2021	LE3570200099	2100051299	2507260	10-2620-610-000-00-000-000-0000-0000	1262061000 00000	139.40

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Bank Account: GF - GENERAL FUND Payment Date: 2021-05-17
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SCOTTEL-SCOTT ELECTRIC		Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	544.36
0000022834	04/30/2021 LE3570200032	00050306 SC-308057	10-2220-650-000-00-000-402-0000	1222065000 00000	2,025.00
SCREENCAS-SCREENCASTIFY LLC		Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	2,025.00
0000022835	05/05/2021 LE3570200050	218 2100051294	10-2310-549-000-00-000-000-0000	1231054900 00000	394.30
0000022835	05/05/2021 LE3570200049	219 2100051294	10-2310-549-000-00-000-000-0000	1231054900 00000	177.27
SHARONHE-SHARON HERALD CO.		Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	571.57
0000022836	05/12/2021 LE3570200147	00050537 APRIL2021	10-3250-330-000-00-000-000-AT00	330AT	1,000.00
SHARONREM-SHARON REGIONAL MEDICAL CENTER		Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	1,000.00
0000022837	05/12/2021 LE3570200105	2100051335 2020-21RSHEA	10-1290-569-000-30-800-000-109-0000	1129056980 00000	3,529.41
0000022837	05/12/2021 LE3570200108	2100051335 2020-21RSHEA	10-1290-610-890-30-800-000-201-5900	1129061080 00059	2,392.21
0000022837	05/12/2021 LE3570200106	2100051335 2020-21RSHEA	10-1225-330-000-30-800-000-109-0000	1122533080 00000	2,124.00
0000022837	05/12/2021 LE3570200107	2100051335 2020-21RSHEA	10-1290-580-000-30-800-000-109-0000	1129058080 00000	1,060.75
SHEARA-RACHELLE SHEA		Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	9,106.37
0000022838	04/21/2021 LE3570200012	2100051218 SP07964A	10-0485-000-000-00-000-000-0000	10485	275.00
SNIFTYSCP-SNIFTY SCENTED PRODUCTS		Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	275.00
0000022839	05/14/2021 LE3570200156	00050505 MAY2021	10-2720-513-000-00-000-000-3600	1272051300 00036	35,912.94
0000022839	05/14/2021 LE3570200157	00050505 MAY2021	10-2720-513-271-00-000-000-2200	1272051300 00022	4,737.93
0000022839	05/10/2021 LE3570200065	2100051323 27425106	10-1290-390-890-00-000-000-201-5900	1129039000 00059	1,403.72

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

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2021-05-17
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 Payment Categories: Regular Checks, Direct Deposits, Credit Cards
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0000022839	05/10/2021	LE3570200064	2100051324	27425105	10-2720-513-000-00-000-000-3700	1272051300 00037	1,239.37
0000022839	05/03/2021	LE3570200034	2100051288	70114908	10-3250-513-000-00-000-000-BBVG	513BBGV	1,097.62
0000022839	05/10/2021	LE3570200067	2100051321	27374098	10-2720-513-000-00-000-000-3700	1272051300 00037	978.45
0000022839	05/03/2021	LE3570200035	2100051287	70114901	10-3250-513-000-00-000-000-BBBV	513BBBV	694.07
0000022839	05/03/2021	LE3570200036	2100051287	70114901	10-3250-513-000-00-000-000-BBBJ	513BBBJ	694.06
0000022839	05/03/2021	LE3570200038	2100051286	70114902	10-3250-513-000-00-000-000-WRV0	513WRV	612.03
0000022839	05/10/2021	LE3570200066	2100051322	70119325	10-3210-513-000-30-800-000-137-4500	1321051380 00045	164.07
0000022839	05/03/2021	LE3570200037	2100051286	70114902	10-3250-513-000-00-000-000-WRM0	513WRM	164.07
STA-STA CENTRAL REGION							
0000022840	05/04/2021	LE3570200045	2100051261	151977787	10-1110-610-000-15-200-000-117-1500	1110061020 00015	48.23
0000022840	05/14/2021	LE3570200160	2100051340	154773729	10-1110-610-000-12-200-000-117-1200	1110061020 00012	32.49
0000022840	05/14/2021	LE3570200161	2100051337	15773648	10-1110-610-000-15-200-000-117-1500	1110061020 00015	28.49
TEACHESY-TEACHER SYNERGY LLC							
0000022841	04/20/2021	LE3570200006	00050105	MAY2021	10-2350-330-000-00-000-000-0000	1235033000 00000	583.33
TESONEROJ-ROBERT J. TESONE							
0000022842	05/13/2021	LE3570200153	00050106	337946301050621	10-2220-538-000-00-000-000-402-0000	1222053800 00000	440.00
TIMEWAC-TIME WARNER CABLE-NORTHEAST							
0000022843	04/22/2021	LE3570200021	00050058	1178193	10-2620-411-000-00-000-000-0000	1262041100 00000	785.00

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

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2021-05-17
 Due Dates: 05/17/2021 - 05/17/2021 Check Numbers: 0000022783 - 0000022850
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TRICOUINI-TRI-COUNTY INDUSTRIES INC	Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	
0000022844 04/20/2021 LE3570200007 00050112	MAY2021	10-2620-538-000-00-000-000-0000	1262053800 00000	785.00
VANNOYJO-JOHN VANNOY	Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	50.00
0000022845 04/21/2021 LE3570200019 2100051265	HSSOFTBALL032 421	10-3250-610-000-00-000-000-SBJ0	610SBJ	200.00
0000022845 04/21/2021 LE3570200018 2100051265	HSSOFTBALL032 421	10-3250-610-000-00-000-000-SBV0	610SBV	200.00
VENEZSPRT-VENEZIE SPORTING GOODS	Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	400.00
0000022846 05/10/2021 LE3570200093 2100051304	W0106460	10-2620-430-000-00-500-000-0000	1262043050 00000	323.38
0000022846 05/10/2021 LE3570200094 2100051304	W0106460	10-2620-430-000-00-800-000-000-0000	1262043080 00000	323.37
WARRENGLP-WARREN GLASS AND PAINT	Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	646.75
0000022847 05/10/2021 LE3570200061 2100051326	APRIL2021	10-1224-323-000-30-800-000-109-0000	1122432380 00000	1,690.50
0000022847 05/10/2021 LE3570200060 2100051326	APRIL2021	10-1224-323-000-20-500-000-109-0000	1122432350 00000	196.00
WESTERPES-WESTERN PENNSYLVANIA SCHOOL FOR BLIND CHILDREN	Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	1,886.50
0000022848 05/10/2021 LE3570200063 2100051325	DIRSPED20- 21PART	10-2260-330-000-00-000-000-0000	1226033000 00000	44,585.69
0000022848 05/10/2021 LE3570200062 2100051325	DIRSPED20- 21PART	10-1243-330-000-00-000-000-0000	1124333000 00000	14,862.00
WESTMIS-WEST MIDDLESEX SCHOOL DISTRICT	Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	59,447.69
0000022849 04/22/2021 LE3570200020 2100051267	40831	10-2260-550-000-00-000-000-201-0000	1226055000 00000	60.00
WHITEHEA-WHITEHEAD-EAGLE CORPORATION	Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	60.00

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: GF - GENERAL FUND Payment Date: 2021-05-17
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0000022850	05/05/2021	LE3570200052	2100051122	94817	10-1290-610-890-30-800-000-201-5900	1129061080 00059	1,205.12
WIESERED-WIESER EDUCATIONAL INC.							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	1,205.12
				10 - GENERAL FUND			
				Grand Total All Funds			
				Grand Total Credit Cards			
				Grand Total Direct Deposits			
				Grand Total Manual Checks			
				Grand Total Other Disbursement Non-negotiables			
				Grand Total Procurement Card Other Disbursement Non-negotiables			
				Grand Total Regular Checks			
				Grand Total All Payments			
							449,830.68
							449,830.68
							0.00
							0.00
							0.00
							0.00
							0.00
							449,830.68
							449,830.68

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: BO - CAPITAL PROJECT FUND Payment Dates: 04/01/2021 - 04/30/2021 Omit Dates: 2021-04-19

Payment Categories: Regular Checks, Non-negotiable Disbursements, Manual Checks

Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr/In	Invoice #	Account Code	ASN	Amount
0000000268	04/22/2021	LE3572000001	2100051269	7	39-4600-450-000-00-980-000-000-CP1G	CP4600450981	78,318.60
0000000268	04/22/2021	OD3572200001	2100051269	7	39-4600-450-000-00-980-000-000-CP1G	CP4600450981	(78,318.60)
DECLANCO-DECLAN CONSTRUCTION							
0000000269	04/22/2021	AP3572300001	2100051269	7	39-4600-450-000-00-800-000-000-CP1G	CP4600450801	78,318.60
DECLANCO-DECLAN CONSTRUCTION							
				Remit ID R-1	Payment Date: 04/22/2021	Payment Amt:	0.00
				Remit ID R-1	Payment Date: 04/22/2021	Payment Amt:	78,318.60
39 - CAPITAL PROJECT FUND							
							78,318.60
Grand Total All Funds							
							0.00
Grand Total Credit Cards							
							0.00
Grand Total Direct Deposits							
							(78,318.60)
Grand Total Manual Checks							
							0.00
Grand Total Other Disbursement Non-negotiables							
							0.00
Grand Total Procurement Card Other Disbursement Non-negotiables							
							156,637.20
Grand Total Regular Checks							
							78,318.60
Grand Total All Payments							

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

FUND ACCOUNTING PAYMENT REGISTER

Bank Account: BO - CAPITAL PROJECT FUND Payment Dates: 05/17/2021 - 05/17/2021

Payment Categories: Regular Checks
Sort: Payment Number

Payment #	Trans Date	Trans #	PO #/Proc Ctr#	Invoice #	Account Code	ASN	Amount
0000000270	05/17/2021	LE3587400001	2100051312	April	39-4600-390-000-800-000-0000	CP46003908 0	800.00
DUNLEVMAS-DUNLEVY MANAGEMENT SERVICES LLC							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	800.00
0000000271	05/17/2021	LE3587500001	2100051313		39-4600-330-000-800-000-0000	CP46003308 0	7,762.50
ECKLESARE-ECKLES ARCHITECTURE AND ENGINEERING INC.							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	7,762.50
0000000272	05/17/2021	LE3587600001	2100051277	2	39-4600-450-000-800-000-000-CP5F05	CP46004508 05	10,000.00
KURTZBR-KURTZ BROS.							
				Remit ID R-1	Payment Date: 05/17/2021	Payment Amt:	10,000.00
39 - CAPITAL PROJECT FUND							
							18,562.50
Grand Total All Funds							
							18,562.50
Grand Total Credit Cards							
							0.00
Grand Total Direct Deposits							
							0.00
Grand Total Manual Checks							
							0.00
Grand Total Other Disbursement Non-negotiables							
							0.00
Grand Total Procurement Card Other Disbursement Non-negotiables							
							0.00
Grand Total Regular Checks							
							18,562.50
Grand Total All Payments							
							18,562.50

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

SHARPSVILLE AREA SCHOOL DISTRICT

Bank Reconciliation Summary FINALIZED 5/10/2021 12:39:43 PM

Bank Account ID: PR Statement Date: 04/30/2021

Bank Statement Beginning Balance as of 04/01/2021	23,704.12
Cleared Transactions	
Payments and Other Debits - 26 Items	(703,680.55)
Deposits and Other Credits - 2 Items	691,317.96
Bank Statement Ending Balance as of 04/30/2021	11,341.53
Cleared Ending Balance	11,341.53
Difference	0.00
Outstanding Transactions	
Payments and Other Debits - 4 Items	(2,512.52)
Deposits and Other Credits - 0 Items	0.00
Balance as of 04/30/2021	8,829.01
 Voided This Statement Period - 1 Items	 (292.01)

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

APRIL 30, 2021

	MONTH-TO-DATE	YEAR-TO-DATE
BALANCE FORWARD MARCH 31, 2021		
CHECKING - GENERAL	\$ 318,320.79	\$ 218,815.84
INDEXED MONEY MARKET	2,596,650.05	1,017,478.18
PA GOV TRUST	347,960.02	645,187.10
PA GOV TRUST-I SHARES	10,952.75	10,946.81
INDEXED MONEY MARKET-Restricted	<u>100,295.83</u>	<u>100,000.00</u>
FUNDS AVAILABLE MARCH 31, 2021	\$ 3,374,179.44	\$ 1,992,427.93
RECEIPTS - APRIL		
GENERAL REVENUE	1,304,036.88	14,676,770.16
ACCOUNTS RECEIVABLE	<u>(32,057.43)</u>	<u>1,756,061.90</u>
TOTAL RECEIPTS - APRIL	1,271,979.45	16,432,832.06
DISBURSEMENTS - APRIL		
GENERAL EXPENSES	1,466,389.09	13,427,049.56
ACCOUNTS PAYABLE	<u>(179,856.54)</u>	<u>1,638,584.09</u>
TOTAL DISBURSEMENTS APRIL	<u>(1,286,532.55)</u>	<u>(15,065,633.65)</u>
FUNDS AVAILABLE APRIL 30, 2021	\$ 3,359,626.34	\$ 3,359,626.34
DISTRIBUTION OF FUNDS:		
CHECKING - GENERAL	402,894.49	
INDEXED MONEY MARKET	1,797,032.65	
PA GOV TRUST	1,048,433.12	
PA GOV TRUST-I SHARES	10,952.94	
INDEXED MONEY MARKET-Restricted	<u>100,313.14</u>	
FUNDS AVAILABLE APRIL 30, 2021	\$ 3,359,626.34	

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

APRIL 30, 2021

INDEXED MONEY MARKET ACCOUNT	CURRENT INTEREST RATE:	0.21%
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FUNDS AVAILABLE MARCH 31, 2021	\$	2,596,650.05
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4/16/2021	TO CHECKING	(625,000.00)
4/23/2021	TO CHECKING	(175,000.00)
4/30/2021	INVESTMENT #14	382.60

FUNDS AVAILABLE APRIL 30, 2021	\$	1,797,032.65
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PA GOVERNMENT TRUST INVESTMENTS	CURRENT INTEREST RATE:	0.02%
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FUNDS AVAILABLE MARCH 31, 2021	\$	347,960.02
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4/6/2021	TO CHECKING	(5,625.65)
4/15/2021	TO CHECKING	(300,000.00)
4/21/2021	INVESTMENT #43	35,530.96
4/29/2021	INVESTMENT #44	970,564.82
4/30/2021	INVESTMENT #45	2.97

FUNDS AVAILABLE APRIL 30, 2021	\$	1,048,433.12
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PA GOVERNMENT TRUST I SHARES INVESTMENTS	CURRENT INTEREST RATE:	0.02%
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FUNDS AVAILABLE MARCH 31, 2021	\$	10,952.75
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4/30/2021	INVESTMENT #10	0.19
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FUNDS AVAILABLE APRIL 30, 2021	\$	10,952.94
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INDEXED MONEY MARKET ACCOUNT-RESTRICTED	CURRENT INTEREST RATE:	0.21%
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FUNDS AVAILABLE MARCH 31, 2021	\$	100,295.83
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4/30/2021	INVESTMENT #10	17.31
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FUNDS AVAILABLE APRIL 30, 2021	\$	100,313.14
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SHARPSVILLE AREA SCHOOL DISTRICT

Bank Reconciliation Summary FINALIZED 5/11/2021 10:52:44 AM

Bank Account ID: GF Statement Date: 04/30/2021

Bank Statement Beginning Balance as of 04/01/2021	551,054.86
Cleared Transactions	
Payments and Other Debits - 130 Items	(3,198,385.15)
Deposits and Other Credits - 22 Items	3,107,322.59
Bank Statement Ending Balance as of 04/30/2021	459,992.30
Cleared Ending Balance	459,992.30
Difference	0.00
Outstanding Transactions	
Payments and Other Debits - 49 Items	(268,589.79)
Deposits and Other Credits - 7 Items	211,491.98
Balance as of 04/30/2021	402,894.49
Voided This Statement Period - 1 Items	(300.00)

Condensed Board Summary Report

Fund: 10
From 04/01/2021 To 04/30/2021
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD % Used
1100							
100	PERSONNEL SERV-SALARIES	4,240,415.00	356,038.89	2,837,067.75	0.00	1,403,347.25	66.91
200	PERSONNEL EMPL BENEFITS	2,862,489.00	235,980.26	1,955,839.63	0.00	906,649.37	68.33
300	PURCHASED PROF & TECH	206,072.00	38,808.00	185,425.16	0.00	20,646.84	89.98
400	PURCHASED PROPERTY SVC	47,437.00	3,138.67	29,767.87	5,378.00	12,291.13	74.09
500	OTHER PURCHASED SERVICE	262,796.00	49,608.76	316,972.85	0.00	(54,176.85)	120.62
600	SUPPLIES	227,978.00	14,261.74	131,462.29	231,755.51	(135,239.80)	159.32
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	4,755.00	0.00	70.00	0.00	4,685.00	1.47
	SUB FUNCTION TOTAL	7,851,942.00	697,836.32	5,456,605.55	237,133.51	2,158,202.94	72.51
1200	GENERAL FUND - SPEC PROG ELEMEN/SECOND						
100	PERSONNEL SERV-SALARIES	1,069,245.00	95,611.90	686,175.22	0.00	383,069.78	64.17
200	PERSONNEL EMPL BENEFITS	860,657.00	69,915.02	580,438.42	0.00	280,218.58	67.44
300	PURCHASED PROF & TECH	337,721.00	43,887.36	169,688.86	0.00	168,032.14	50.25
400	PURCHASED PROPERTY SVC	1,000.00	0.00	0.00	0.00	1,000.00	0.00
500	OTHER PURCHASED SERVICE	380,296.00	19,904.93	207,759.44	0.00	172,536.56	54.63
600	SUPPLIES	36,270.00	112.90	6,366.39	2,347.86	27,555.75	24.03
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	3,150.00	0.00	303.00	250.00	2,597.00	17.56
	SUB FUNCTION TOTAL	2,688,339.00	229,432.11	1,650,731.33	2,597.86	1,035,009.81	61.50
1300	GENERAL FUND - VOCATIONAL EDUCATION						
500	OTHER PURCHASED SERVICE	427,693.00	83,636.57	305,954.14	30,593.00	91,145.86	78.69
	SUB FUNCTION TOTAL	427,693.00	83,636.57	305,954.14	30,593.00	91,145.86	78.69
1400	GENERAL FUND - OTHER INSTRUCTION PROG						
100	PERSONNEL SERV-SALARIES	10,000.00	0.00	0.00	0.00	10,000.00	0.00
200	PERSONNEL EMPL BENEFITS	4,368.00	0.00	0.00	0.00	4,368.00	0.00

Condensed Board Summary Report

Fund: 10
From 04/01/2021 To 04/30/2021
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding End	Balance	YTD% Used
300	PURCHASED PROF & TECH	12,394.00	0.00	0.00	0.00	12,394.00	0.00
500	OTHER PURCHASED SERVICE	14,032.00	0.00	(84.49)	0.00	14,116.49	(0.60)
800	OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00
	SUB FUNCTION TOTAL	40,794.00	0.00	(84.49)	0.00	40,878.49	(0.21)
1500	GENERAL FUND - NONPUBLIC SCHOOL PGMS						
300	PURCHASED PROF & TECH	16,163.00	0.00	1,144.00	0.00	15,019.00	7.08
600	SUPPLIES	0.00	0.00	0.00	5,115.57	(5,115.57)	0.00
	SUB FUNCTION TOTAL	16,163.00	0.00	1,144.00	5,115.57	9,903.43	38.73
2100	GENERAL FUND - SUPPORT SERV-PUPIL PERS						
100	PERSONNEL SERV-SALARIES	321,362.00	27,279.67	210,509.54	0.00	110,852.46	65.51
200	PERSONNEL EMPL BENEFITS	230,578.00	19,026.42	156,349.41	0.00	74,228.59	67.81
300	PURCHASED PROF & TECH	40,356.00	153.00	5,111.00	0.00	35,245.00	12.66
500	OTHER PURCHASED SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
600	SUPPLIES	4,378.00	0.00	3,359.34	121.00	897.66	79.50
	SUB FUNCTION TOTAL	596,674.00	46,459.09	375,329.29	121.00	221,223.71	62.92
2200	GENERAL FUND - SUPPORT SERVICES-INSTRU						
100	PERSONNEL SERV-SALARIES	154,500.00	13,008.64	108,035.92	0.00	46,464.08	69.93
200	PERSONNEL EMPL BENEFITS	101,942.00	9,125.13	76,249.00	0.00	25,693.00	74.80
300	PURCHASED PROF & TECH	82,018.00	266.00	10,467.40	1,895.98	69,654.62	15.07
400	PURCHASED PROPERTY SVC	7,811.00	420.26	7,451.26	20.00	339.74	95.65
500	OTHER PURCHASED SERVICE	7,488.00	500.00	4,922.00	1,078.00	1,488.00	80.13
600	SUPPLIES	60,321.00	4,025.00	67,497.27	12,516.27	(19,692.54)	132.65
700	PROPERTY	8,590.00	0.00	8,335.27	0.00	254.73	97.03
800	OTHER OBJECTS	100.00	0.00	80.00	0.00	20.00	80.00
	SUB FUNCTION TOTAL	422,770.00	27,345.03	283,038.12	15,510.25	124,221.63	70.62

Condensed Board Summary Report

Fund: 10
From 04/01/2021 To 04/30/2021
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD/Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
2300	GENERAL FUND - SUPPORT SERVICES-ADMIN						
100	PERSONNEL SERV-SALARIES	615,142.00	51,252.56	501,247.03	0.00	113,894.97	81.48
200	PERSONNEL EMPL BENEFITS	394,077.00	31,709.06	320,508.15	0.00	73,568.85	81.33
300	PURCHASED PROF & TECH	81,377.00	7,994.62	87,540.76	583.33	(6,747.09)	108.29
400	PURCHASED PROPERTY SVC	3,132.00	267.11	2,622.20	522.00	(12.20)	100.39
500	OTHER PURCHASED SERVICE	24,968.00	2,755.31	13,566.83	0.00	11,401.17	54.34
600	SUPPLIES	29,510.00	(24.44)	21,465.09	139.03	7,905.88	73.21
800	OTHER OBJECTS	8,452.00	0.00	6,017.44	258.50	2,176.06	74.25
	SUB FUNCTION TOTAL	1,156,658.00	93,954.22	952,967.50	1,502.86	202,187.64	82.52
2400	GENERAL FUND - SUPP SVC-PUBLIC HEALTH						
100	PERSONNEL SERV-SALARIES	101,545.00	9,607.70	67,872.37	0.00	33,672.63	66.84
200	PERSONNEL EMPL BENEFITS	84,112.00	7,414.55	60,109.51	0.00	24,002.49	71.46
300	PURCHASED PROF & TECH	3,013.00	80.11	1,585.50	0.00	1,427.50	52.62
500	OTHER PURCHASED SERVICE	309.00	103.00	309.00	0.00	0.00	100.00
600	SUPPLIES	1,571.00	0.00	1,249.58	0.00	321.42	79.54
	SUB FUNCTION TOTAL	190,550.00	17,205.36	131,125.96	0.00	59,424.04	68.81
2500							
100	PERSONNEL SERV-SALARIES	134,029.00	10,822.25	108,222.50	0.00	25,806.50	80.75
200	PERSONNEL EMPL BENEFITS	98,356.00	7,788.84	78,062.53	0.00	20,293.47	79.37
300	PURCHASED PROF & TECH	22,615.00	442.82	24,190.05	138.10	(1,713.15)	107.58
400	PURCHASED PROPERTY SVC	1,150.00	88.10	867.57	70.00	212.43	81.53
500	OTHER PURCHASED SERVICE	2,150.00	0.00	427.91	0.00	1,722.09	19.90
600	SUPPLIES	1,690.00	0.00	820.59	112.79	756.62	55.23
800	OTHER OBJECTS	300.00	0.00	265.00	0.00	35.00	88.33
	SUB FUNCTION TOTAL	260,290.00	19,142.01	212,856.15	320.89	47,112.96	81.90
2600							

Condensed Board Summary Report

Fund: 10
From 04/01/2021 To 04/30/2021
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
100	PERSONNEL SERV-SALARIES	633,652.00	55,068.29	469,615.12	0.00	164,036.88	74.11
200	PERSONNEL EMPL BENEFITS	474,132.00	35,891.82	342,858.36	0.00	131,273.64	72.31
300	PURCHASED PROF & TECH	54,533.00	30.00	52,763.94	60.00	1,709.06	96.87
400	PURCHASED PROPERTY SVC	172,513.00	4,504.54	210,561.56	12,045.29	(50,093.85)	129.04
500	OTHER PURCHASED SERVICE	75,902.00	747.86	76,199.95	300.00	(597.95)	100.79
600	SUPPLIES	597,494.00	34,293.32	321,322.90	12,635.17	263,535.93	55.89
700	PROPERTY	138,236.00	0.00	187,361.96	0.00	(49,125.96)	135.54
800	OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00
SUB FUNCTION TOTAL		2,146,462.00	130,535.83	1,660,683.79	25,040.46	460,737.75	78.54
2700							
500	OTHER PURCHASED SERVICE	514,903.00	42,893.95	346,329.36	40,650.87	127,922.77	75.16
SUB FUNCTION TOTAL		514,903.00	42,893.95	346,329.36	40,650.87	127,922.77	75.16
2800	GENERAL FUND - SUPPORT SVCS-CENTRAL						
100	PERSONNEL SERV-SALARIES	155,413.00	14,211.30	133,440.12	0.00	21,972.88	85.86
200	PERSONNEL EMPL BENEFITS	90,483.00	6,110.75	66,231.60	0.00	24,251.40	73.20
300	PURCHASED PROF & TECH	2,700.00	189.00	2,223.80	0.00	476.20	82.36
400	PURCHASED PROPERTY SVC	0.00	0.00	0.00	0.00	0.00	0.00
500	OTHER PURCHASED SERVICE	1,850.00	0.00	0.00	0.00	1,850.00	0.00
600	SUPPLIES	200.00	0.00	0.00	0.00	200.00	0.00
800	OTHER OBJECTS	595.00	0.00	0.00	0.00	595.00	0.00
SUB FUNCTION TOTAL		251,241.00	20,511.05	201,895.52	0.00	49,345.48	80.36
2900							
500	OTHER PURCHASED SERVICE	8,500.00	0.00	7,894.23	0.00	605.77	92.87
SUB FUNCTION TOTAL		8,500.00	0.00	7,894.23	0.00	605.77	92.87
3100	GENERAL FUND - FOOD SERVICES						

Condensed Board Summary Report

Fund: 10
From 04/01/2021 To 04/30/2021
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD % Used
100	PERSONNEL SERV-SALARIES	0.00	19,013.20	19,013.20	0.00	(19,013.20)	0.00
200	PERSONNEL EMPL BENEFITS	0.00	8,423.25	8,939.50	0.00	(8,939.50)	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
SUB FUNCTION TOTAL		0.00	27,436.45	27,952.70	0.00	(27,952.70)	0.00
3200	GENERAL FUND - STUDENT ACTIVITIES						
100	PERSONNEL SERV-SALARIES	190,483.00	12,033.63	130,402.28	0.00	60,080.72	68.46
200	PERSONNEL EMPL BENEFITS	82,963.00	5,161.18	50,849.88	0.00	32,113.12	61.29
300	PURCHASED PROF & TECH	85,454.00	5,045.70	28,705.20	24,850.00	31,898.80	62.67
400	PURCHASED PROPERTY SVC	8,100.00	0.00	6,800.82	0.00	1,299.18	83.96
500	OTHER PURCHASED SERVICE	47,226.00	1,829.58	17,411.89	0.00	29,814.11	36.87
600	SUPPLIES	65,973.00	2,868.55	34,384.44	1,046.21	30,542.35	53.70
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	15,215.00	1,657.00	3,054.75	170.00	11,990.25	21.19
SUB FUNCTION TOTAL		495,414.00	28,595.64	271,609.26	26,066.21	197,738.53	60.09
4100	GENERAL FUND - SITE ACQUISITION SVCS						
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
SUB FUNCTION TOTAL		0.00	0.00	0.00	0.00	0.00	0.00
4200	GENERAL FUND - EXISTING SITE IMPROVE						
400	PURCHASED PROPERTY SVC	0.00	0.00	0.00	0.00	0.00	0.00
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
SUB FUNCTION TOTAL		0.00	0.00	0.00	0.00	0.00	0.00
4600	GENERAL FUND - EXISTING BLDG IMPROVE						
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

Condensed Board Summary Report

Fund: 10
From 04/01/2021 To 04/30/2021
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD % Used
700	PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
	SUB FUNCTION TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
5100	GENERAL FUND - OTHER EXPEND & FINANCE						
000	.	0.00	0.00	0.00	0.00	0.00	0.00
800	OTHER OBJECTS	49,358.00	0.00	49,358.00	0.00	0.00	100.00
900	OTHER USES OF FUNDS	105,000.00	0.00	105,000.00	0.00	0.00	100.00
	SUB FUNCTION TOTAL	154,358.00	0.00	154,358.00	0.00	0.00	100.00
5200	GENERAL FUND - FUND TRANSFERS						
900	OTHER USES OF FUNDS	1,358,522.00	0.00	1,371,043.76	0.00	(12,521.76)	100.92
	SUB FUNCTION TOTAL	1,358,522.00	0.00	1,371,043.76	0.00	(12,521.76)	100.92
5800	GENERAL FUND - SUSPENSE ACCOUNT						
100	PERSONNEL SERV-SALARIES	0.00	0.00	0.00	0.00	0.00	0.00
200	PERSONNEL EMPL BENEFITS	0.00	488.23	15,615.39	1.00	(15,616.39)	0.00
300	PURCHASED PROF & TECH	0.00	0.00	0.00	0.00	0.00	0.00
	SUB FUNCTION TOTAL	0.00	488.23	15,615.39	1.00	(15,616.39)	0.00
5900	GENERAL FUND - BUDGETARY RESERVE						
800	OTHER OBJECTS	50,000.00	0.00	0.00	0.00	50,000.00	0.00
	SUB FUNCTION TOTAL	50,000.00	0.00	0.00	0.00	50,000.00	0.00
6100	GENERAL FUND - TAXES LEVIED BY THE LEA						
000	.	(5,582,094.00)	(185,558.78)	(5,500,272.49)	0.00	(81,821.51)	98.53
	SUB FUNCTION TOTAL	(5,582,094.00)	(185,558.78)	(5,500,272.49)	0.00	(81,821.51)	98.53
6400	GENERAL FUND - DELINQUENCIES TAXES LEV						
000	.	(179,559.00)	(71,636.50)	(243,770.13)	0.00	64,211.13	135.76
	SUB FUNCTION TOTAL	(179,559.00)	(71,636.50)	(243,770.13)	0.00	64,211.13	135.76

Condensed Board Summary Report

Fund: 10
From 04/01/2021 To 04/30/2021
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
6500	GENERAL FUND - EARNINGS ON INVESTMENTS						
000	.	(20,000.00)	(419.22)	(5,702.43)	0.00	(14,297.57)	28.51
900	OTHER USES OF FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
	SUB FUNCTION TOTAL	(20,000.00)	(419.22)	(5,702.43)	0.00	(14,297.57)	28.51
6700	GENERAL FUND - REV FROM STUDENT ACT						
000	.	(43,268.00)	0.00	(6,939.00)	0.00	(36,329.00)	16.04
	SUB FUNCTION TOTAL	(43,268.00)	0.00	(6,939.00)	0.00	(36,329.00)	16.04
6800	GENERAL FUND - REV FROM INTERMEDIATE						
000	.	(178,886.00)	(38,381.54)	(223,159.44)	0.00	44,273.44	124.75
	SUB FUNCTION TOTAL	(178,886.00)	(38,381.54)	(223,159.44)	0.00	44,273.44	124.75
6900	GENERAL FUND - OTHER REV FROM LOCAL						
000	.	(326,840.00)	(1,945.06)	(202,235.13)	0.00	(124,604.87)	61.88
	SUB FUNCTION TOTAL	(326,840.00)	(1,945.06)	(202,235.13)	0.00	(124,604.87)	61.88
7100	GENERAL FUND - BASIC INSTRUCT & OPER						
000	.	(6,845,206.00)	(968,427.00)	(4,994,266.02)	0.00	(1,850,939.98)	72.96
	SUB FUNCTION TOTAL	(6,845,206.00)	(968,427.00)	(4,994,266.02)	0.00	(1,850,939.98)	72.96
7200	GENERAL FUND - SUBSIDIES SPECIAL ED						
000	.	(789,934.00)	0.00	(599,205.00)	0.00	(190,729.00)	75.86
	SUB FUNCTION TOTAL	(789,934.00)	0.00	(599,205.00)	0.00	(190,729.00)	75.86
7300	GENERAL FUND - SUBSIDIES NON-ED PGMS						
000	.	(1,748,264.00)	(2,137.82)	(1,398,539.11)	0.00	(349,724.89)	80.00
	SUB FUNCTION TOTAL	(1,748,264.00)	(2,137.82)	(1,398,539.11)	0.00	(349,724.89)	80.00
7500	GENERAL FUND - EXTRA GRANTS						
000	.	(239,259.00)	0.00	(251,791.50)	0.00	12,532.50	105.24

Condensed Board Summary Report

Fund: 10
From 04/01/2021 To 04/30/2021
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc.	Balance	YTD % Used
	SUB FUNCTION TOTAL	(239,259.00)	0.00	(251,791.50)	0.00	12,532.50	105.24
7800	GENERAL FUND - SUBSIDIES ST PAID BENE						
000	.	(1,803,344.00)	0.00	(667,973.40)	0.00	(1,135,370.60)	37.04
	SUB FUNCTION TOTAL	(1,803,344.00)	0.00	(667,973.40)	0.00	(1,135,370.60)	37.04
8500	GENERAL FUND - RESTRICT GRANTS-IN-AID						
000	.	(392,812.00)	(22,285.27)	(264,587.23)	0.00	(128,224.77)	67.36
	SUB FUNCTION TOTAL	(392,812.00)	(22,285.27)	(264,587.23)	0.00	(128,224.77)	67.36
8600	GENERAL FUND - RESTRICT GRANTS-IN-AID						
000	.	0.00	0.00	0.00	0.00	0.00	0.00
	SUB FUNCTION TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
8700							
000	.	(110,000.00)	(13,245.69)	(325,807.12)	0.00	215,807.12	296.19
	SUB FUNCTION TOTAL	(110,000.00)	(13,245.69)	(325,807.12)	0.00	215,807.12	296.19
8800	GENERAL FUND - MED ASSIST REIMBURSE						
000	.	(105,700.00)	0.00	7,477.84	0.00	(113,177.84)	(7.07)
	SUB FUNCTION TOTAL	(105,700.00)	0.00	7,477.84	0.00	(113,177.84)	(7.07)
9200	GENERAL FUND - PROCEEDS EXTENDED TERM						
000	.	0.00	0.00	0.00	0.00	0.00	0.00
	SUB FUNCTION TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
9300	GENERAL FUND - INTERFUND TRANSFERS						
000	.	0.00	0.00	0.00	0.00	0.00	0.00
	SUB FUNCTION TOTAL	0.00	0.00	0.00	0.00	0.00	0.00
9400	GENERAL FUND - SALE OF FIXED ASSETS						

Condensed Board Summary Report

Fund: 10
From 04/01/2021 To 04/30/2021
Summarization Level: FULL FUND/SUB FUNCTION/MAJOR OBJECT

Account	Description	Current Budget	RTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD% Used
000	.	0.00	0.00	0.00	0.00	0.00	0.00
SUB FUNCTION TOTAL		0.00	0.00	0.00	0.00	0.00	0.00
Fund 10 Totals							
	Total Expenditure	17,068,393.00	1,464,983.63	11,886,032.41	384,652.48	4,797,708.11	71.89
	Total Other Expenditure	1,562,880.00	488.23	1,541,017.15	1.00	21,861.85	98.60
	Total Revenue	(18,365,166.00)	(1,304,036.88)	(14,676,770.16)	0.00	(3,688,395.84)	79.92
	Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
		266,107.00	161,434.98	(1,249,720.60)	384,653.48	1,131,174.12	

Condensed Board Summary Report

Grand Totals	Current Budget	PTD Exp/Rev	YTD Exp/Rev	YTD Outstanding Enc	Balance	YTD % Used
Total Expenditure	17,068,393.00	1,464,983.63	11,886,032.41	384,652.48	4,797,708.11	71.89
Total Other Expenditure	1,562,880.00	488.23	1,541,017.15	1.00	21,861.85	98.60
Total Revenue	(18,365,166.00)	(1,304,036.88)	(14,676,770.16)	0.00	(3,688,395.84)	79.92
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	266,107.00	161,434.98	(1,249,720.60)	384,653.48	1,131,174.12	

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

APRIL 30, 2021

	MONTH-TO-DATE	YEAR-TO-DATE
BALANCE FORWARD MARCH 31, 2021	\$ 35,885.35	\$ 35,779.57
RECEIPTS - APRIL		
4/30/2021 INTEREST	<u>6.19</u>	
TOTAL RECEIPTS - APRIL	6.19	111.97
DISBURSEMENTS - APRIL		
NO DISBURSEMENTS		
TOTAL DISBURSEMENTS APRIL	<u>-</u>	<u>-</u>
FUNDS AVAILABLE APRIL 30, 2021	\$ 35,891.54	\$ 35,891.54

SUMMARY OF CAPITAL RESERVE FUNDS

CHECKING		
MONEY MARKET ACCOUNT [CURRENT INTEREST RATE: .21%]	37.13	
	<u>35,854.41</u>	
FUNDS AVAILABLE APRIL 30, 2021		\$ 35,891.54

**SHARPSVILLE AREA SCHOOL DISTRICT
TREASURER'S REPORT
CAPITAL PROJECT FUND**

APRIL 30, 2021

		MONTH-TO-DATE	YEAR-TO-DATE
BALANCE FORWARD MARCH 31, 2021		\$1,318,021.35	\$5,662,647.04
RECEIPTS - APRIL			
4/30/2021	INTEREST	21.95	
TOTAL RECEIPTS - APRIL		21.95	3,580.82
DISBURSEMENTS - APRIL			
4/19/2021	CK #260 BOROUGH OF SHARPSVILLE	5,618.83	
4/19/2021	CK #261 DUNLEVY MGMT SVCS	1,280.00	
4/19/2021	CK #262 ECKLES ARCHITECTURE	11,504.50	
4/19/2021	CK #263 HUDSON CONSTRUCTION, INC.	82,697.07	
4/19/2021	CK #264 PENN-OHIO ELECTRIC	1,173.39	
4/19/2021	CK #265 PRINTSCAPE IMAGING	2,068.12	
4/19/2021	CK #266 RENICK BROTHERS	1,500.00	
4/19/2021	CK #267 VRABEL PLUMBING CO, INC.	31,835.00	
4/23/2021	CK #268 VOID	0.00	
4/23/2021	CK #269 DECLAN CONSTRUCTION	<u>78,318.60</u>	
TOTAL DISBURSEMENTS APRIL		<u>215,995.51</u>	<u>4,564,180.07</u>
FUNDS AVAILABLE APRIL 30, 2021		\$1,102,047.79	\$1,102,047.79

SUMMARY OF CAPITAL PROJECT FUNDS

PLGIT ARM ACCOUNT (CURRENT INTEREST RATE.21%)	1,102,047.79	
PLGIT CERTIFICATES OF DEPOSIT	<u>0.00</u>	
FUNDS AVAILABLE APRIL 30, 2021		\$1,102,047.79

STUDENT ACTIVITY ACCOUNT SUMMARY

Fund: 81 - ACTIVITY FUND From 04/01/2021 to 04/30/2021

Activity Account	Beginning Balance	Receipts	Expended	Adjustments	Ending Balance
81-0496-000-00-800-000-000-2019					
-	1,356.82	0.00	0.00	0.00	1,356.82
81-0496-000-00-800-000-000-2020					
-	0.00	0.00	0.00	0.00	0.00
81-0496-000-00-800-000-000-2021					
-	2,214.59	0.00	0.00	0.00	2,214.59
81-0496-000-00-800-000-000-2022					
-	3,658.89	3,760.00	(5,366.59)	0.00	2,052.30
81-0496-000-00-800-000-000-2023					
-	178.50	0.00	0.00	0.00	178.50
81-0496-000-00-800-000-000-BBBC					
-	0.19	0.00	0.00	0.00	0.19
81-0496-000-00-800-000-000-BOOK					
-	108.00	0.00	0.00	0.00	108.00
81-0496-000-00-800-000-000-CHES					
-	412.74	0.00	0.00	0.00	412.74
81-0496-000-00-800-000-000-CHOI					
-	2,769.13	0.00	0.00	0.00	2,769.13
81-0496-000-00-800-000-000-DADV					
-	107.34	0.00	0.00	0.00	107.34
81-0496-000-00-800-000-000-DLOG					
-	7,612.28	0.00	(639.22)	0.00	6,973.06
81-0496-000-00-800-000-000-FBCH					
-	342.07	0.00	0.00	0.00	342.07
81-0496-000-00-800-000-000-FCCL					

STUDENT ACTIVITY ACCOUNT SUMMARY

-	1,017.68	0.00	0.00	1,017.68
81-0496-000-00-800-000-000-INTE				
-	117.09	6.32	0.00	123.41
81-0496-000-00-800-000-000-LEAD				
-	785.21	0.00	0.00	785.21
81-0496-000-00-800-000-000-NHEL				
-	1,305.10	0.00	0.00	1,305.10
81-0496-000-00-800-000-000-NHSH				
-	64.55	0.00	0.00	64.55
81-0496-000-00-800-000-000-ROBO				
-	56.18	0.00	0.00	56.18
81-0496-000-00-800-000-000-SCIE				
-	747.15	0.00	0.00	747.15
81-0496-000-00-800-000-000-SPAN				
-	1,001.50	0.00	0.00	1,001.50
81-0496-000-00-800-000-000-STUC				
-	1,133.19	0.00	0.00	1,133.19
81-0496-000-00-800-000-000-TECH				
-	154.75	0.00	0.00	154.75
81-0496-000-00-800-000-000-TEEN				
-	3,956.64	0.00	0.00	3,956.64
81-0496-000-00-800-000-000-THES				
-	19,511.02	0.00	(217.87)	19,293.15
81-0496-000-00-800-000-000-TRAC				
-	1,474.33	573.00	0.00	2,047.33
81-0496-000-00-800-000-000-UNIS				
-	65.00	0.00	0.00	65.00

STUDENT ACTIVITY ACCOUNT SUMMARY

81-0496-000-00-800-000-000-WRCH

-	603.39	0.00	0.00	0.00	603.39
INSTRUCTIONAL ORG 00 TOTALS	50,753.33	4,339.32	(6,223.68)	0.00	48,868.97
FUND 81 TOTALS	50,753.33	4,339.32	(6,223.68)	0.00	48,868.97
GRAND TOTALS	50,753.33	4,339.32	(6,223.68)	0.00	48,868.97

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-2019					
				Beginning Balance:	1,356.82
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	1,356.82

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-2020					
				Beginning Balance:	0.00
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	0.00

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-2021					
				Beginning Balance:	2,214.59
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	2,214.59

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-2022					
04/13/2021	AP3566300001	BOOTH PHB - THE BOOTH PHOTO BOOTH CO	0000004886	SHA11106 PHOTO BOOTH FOR PROM 2021	(450.00)
04/13/2021	AP3566300002	FARAONBR - FARAONE BROTHERS	0000004887	SHA11105 DJ FOR PROM 2021	(400.00)
04/21/2021	AP3570500001	DIORECA - DILORENZO'S CATERING & DELI	0000004891	SHA11110 cookies for prom	(173.60)
04/23/2021	AP3576000001	TIFFBANQ - TIFFANY'S BANQUET CENTER	0000004892	SHA11111 PROM 2021 VENUE AND COSTS	(4,342.99)
04/23/2021	RV3576200001			PROM 2021 TICKET SALES	840.00
04/23/2021	RV3576200002			PROM 2021 TICKET SALES	430.00
04/23/2021	RV3576300002			PROM 2021 TICKET SALES	300.00
04/23/2021	RV3576300003			PROM 2021 TICKET SALES	720.00
04/23/2021	RV3576300004			PROM 2021 TICKET SALES	390.00
04/23/2021	RV3576300005			PROM 2021 TICKET SALES	1,020.00
04/23/2021	RV3576300006			PROM 2021 TICKET SALES	60.00
					(1,606.59)
Beginning Balance:					3,658.89
Receipts:					3,760.00
Expended:					(5,366.59)
Adjustments:					0.00
Ending Balance					2,052.30

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-2023					
				Beginning Balance:	178.50
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	178.50

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-BBBC					
				Beginning Balance:	0.00
				Receipts:	0.19
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	0.19

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-BOOK					
				Beginning Balance:	108.00
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	108.00

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-CHES					
				Beginning Balance:	0.00
				Receipts:	412.74
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	412.74

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-CHOI					
				Beginning Balance:	2,769.13
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	2,769.13

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

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

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
04/19/2021	AP3570000002	DAFFIN - DAFFIN'S	0000004888	SHA11107 DAFFIN'S CANDY FUNDRAISER	(639.22)
					(639.22)
				Beginning Balance:	7,612.28
				Receipts:	0.00
				Expended:	(639.22)
				Adjustments:	0.00
				Ending Balance	6,973.06

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-FBCH					
					0.00
					342.07
				Beginning Balance:	0.00
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	342.07

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-FCCL					
					0.00
				Beginning Balance:	1,017.68
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	1,017.68

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-INTE					
04/30/2021	RV35839000001			APRIL 2021 BANK INTEREST	6.32
					6.32
				Beginning Balance:	117.09
				Receipts:	6.32
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	123.41

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-LEAD					
				Beginning Balance:	785.21
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	785.21
					0.00

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-NHEL					
				Beginning Balance:	0.00
				Receipts:	1,305.10
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	1,305.10

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-NHSO					
				Beginning Balance:	64.55
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	64.55

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND

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

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-SCIE					
				Beginning Balance:	747.15
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	747.15

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-SPAN					
				Beginning Balance:	0.00
				Receipts:	1,001.50
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	1,001.50

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-STUC					
				Beginning Balance:	1,133.19
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	1,133.19
					0.00

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-TECH					
				Beginning Balance:	154.75
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	154.75

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-TEEN					
				Beginning Balance:	3,956.64
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	3,956.64

Fund: 81 - ACTIVITY FUND

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-THES					
04/19/2021	AP3570000001	FERENCJO - JOHN FERENCE	0000004889	SHA11109 REIMBURSEMENT FOR 2021 MUSICAL SUPPLIES	(147.75)
04/19/2021	AP3570000003	SAELERAL - ALLISON SAELER	0000004890	SHA11108 REIMBURSEMENT FOR 2021 MUSICAL SUPPLIES	(70.12)
					(217.87)
Beginning Balance:					19,511.02
Receipts:					0.00
Expended:					(217.87)
Adjustments:					0.00
Ending Balance					19,293.15

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-800-000-000-TRAC					
04/23/2021	RV3576300007			TRACK T-SHIRTS MS	573.00
					573.00
				Beginning Balance:	1,474.33
				Receipts:	573.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	2,047.33

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-UNIS					
				Beginning Balance:	65.00
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	65.00

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 81 - ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-WRCH					
				Beginning Balance:	603.39
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	603.39

Fund 81 - ACTIVITY FUND

Beginning Balance		Ending Balance	
04/01/2021		04/30/2021	
Fund Totals:	50,753.33	Receipts	4,339.32
		Expended	(6,223.68)
		Adjustments	0.00
		Ending Balance	48,868.97
Beginning Balance		Ending Balance	
04/01/2021		04/30/2021	
Grand Totals:	50,753.33	Receipts	4,339.32
		Expended	(6,223.68)
		Adjustments	0.00
		Ending Balance	48,868.97

SHARPSVILLE AREA SCHOOL DISTRICT**Bank Reconciliation Detail PROOF****Bank Account ID: HS Statement Date: 04/30/2021**

Type	Date	Number	Payee / Desc	Clr	Amount	Balance
Bank Statement Beginning Balance as of 04/01/2021						51,696.52
Cleared Payments and Other Debits						
CK	03/10/2021	0000004877	JANE'S STROMBOLI, IN	Y	(707.80)	
CK	03/29/2021	0000004885	KRIS DEMARK	Y	(95.39)	
CK	04/13/2021	0000004886	THE BOOTH PHOTO BOOT	Y	(450.00)	
CK	04/13/2021	0000004887	FARAONE BROTHERS	Y	(400.00)	
CK	04/19/2021	0000004888	DAFFIN'S	Y	(639.22)	
CK	04/19/2021	0000004889	JOHN FERENCE	Y	(147.75)	
CK	04/19/2021	0000004890	ALLISON SAELER	Y	(70.12)	
CK	04/21/2021	0000004891	DIORENZO'S CATERING	Y	(173.60)	
CK	04/23/2021	0000004892	TIFFANY'S BANQUET CE	Y	(4,342.99)	
Total Cleared Payments and Other Debits - 9 Items					(7,026.87)	
Cleared Deposits and Other Credits						
DEP	04/23/2021	HS04232021		Y	4,333.00	
INT	04/30/2021	HS04302021		Y	6.32	
Total Cleared Deposits and Other Credits - 2 Items					4,339.32	
Bank Statement Ending Balance as of 04/30/2021						49,008.97
Cleared Ending Balance						49,008.97
Difference						0.00
Outstanding Payments and Other Debits						
CK	10/05/2020	0000004842	EMILY CARSON	N	(35.00)	
CK	10/05/2020	0000004844	MORGAN GELESKY	N	(35.00)	
CK	10/05/2020	0000004846	RICHARD PIZOR	N	(35.00)	
CK	10/05/2020	0000004847	SERENITY STAINBROOK	N	(35.00)	
Total Outstanding Payments and Other Debits - 4 Items					(140.00)	
Outstanding Deposits and Other Credits						
Total Outstanding Deposits and Other Credits - 0 Items					0.00	
Balance as of 04/30/2021						48,868.97
Voided This Statement Period						
Total Voided This Statment Period - 0 Items					0.00	

STUDENT ACTIVITY ACCOUNT SUMMARY

Fund: 82 - MS ACTIVITY FUND From 04/01/2021 to 04/30/2021

Activity Account	Beginning Balance	Receipts	Expended	Adjustments	Ending Balance
82-0496-000-000-000-000-000-MSCH					
-	880.10	0.00	0.00	0.00	880.10
82-0496-000-000-000-000-000-MSNH					
-	546.66	0.00	0.00	0.00	546.66
82-0496-000-000-000-000-000-MSST					
-	1,800.96	0.40	0.00	0.00	1,801.36
82-0496-000-000-000-000-000-MSYB					
-	1.72	0.00	0.00	0.00	1.72
INSTRUCTIONAL ORG 00 TOTALS	3,229.44	0.40	0.00	0.00	3,229.84
FUND 82 TOTALS	3,229.44	0.40	0.00	0.00	3,229.84
GRAND TOTALS	3,229.44	0.40	0.00	0.00	3,229.84

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 82 - MS ACTIVITY FUND

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
82-0496-000-000-000-000-000-MSST					
04/30/2021	RV3583100001			MS Interest for April, 2021	0.40
					0.40
				Beginning Balance:	1,800.96
				Receipts:	0.40
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	1,801.36

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 82 - MS ACTIVITY FUND

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
82-0496-000-000-000-000-MSYB					
					0.00
					1.72
					0.00
					0.00
					0.00
					1.72

Fund 82 - MS ACTIVITY FUND

Beginning Balance 04/01/2021		Receipts	Expended	Adjustments	Ending Balance 04/30/2021
Fund Totals:		0.40	0.00	0.00	3,229.84
Beginning Balance 04/01/2021		Receipts	Expended	Adjustments	Ending Balance 04/30/2021
Grand Totals:		0.40	0.00	0.00	3,229.84

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 82 - MS ACTIVITY FUND

Trans Date	Trans #	Payee Name	Payment \$	Description	Exp/Rec Amount
82-0496-000-000-000-000-000-MSCH					
				Beginning Balance:	880.10
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	880.10

STUDENT ACTIVITY STATEMENT

From 04/01/2021 to 04/30/2021

Fund: 82 - MS ACTIVITY FUND -

Trans Date	Trans #	Payee Name	Payment #	Description	Exp/Rec Amount
82-0496-000-000-00-000-000-000-MSNH					
					0.00
					546.66
				Beginning Balance:	0.00
				Receipts:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending Balance	546.66

SHARPSVILLE AREA SCHOOL DISTRICT

Bank Reconciliation Detail FINALIZED 5/7/2021 2:52:38 PM

Bank Account ID: MS Statement Date: 04/30/2021

Type	Date	Number	Payee / Desc	Clr	Amount	Balance
Bank Statement Beginning Balance as of 04/01/2021						3,229.44
Cleared Payments and Other Debits						
Total Cleared Payments and Other Debits - 0 Items					0.00	
Cleared Deposits and Other Credits						
INT	04/30/2021	MS2021431		Y	0.40	
Total Cleared Deposits and Other Credits - 1 Items					0.40	
Bank Statement Ending Balance as of 04/30/2021						3,229.84
Cleared Ending Balance						3,229.84
Difference						0.00
Outstanding Payments and Other Debits						
Total Outstanding Payments and Other Debits - 0 Items					0.00	
Outstanding Deposits and Other Credits						
Total Outstanding Deposits and Other Credits - 0 Items					0.00	
Balance as of 04/30/2021						3,229.84
Voided This Statement Period						
Total Voided This Statment Period - 0 Items					0.00	

**SHARPSVILLE AREA SCHOOL DISTRICT
CAFETERIA REPORT**

APRIL 2021

	BUDGET	MONTH	BUDGET TO DATE	YEAR TO DATE
Beginning Cash Balance		\$6,904.48		\$32,773.34
Revenues:				
Lunch/Breakfast/A La Carte	157,376.00	1,646.48	128,557	15,167.38
Adult Lunches	12,528.00	391.55	10,440	2,539.20
Special Functions	44,000.00	575.70	36,667	2,205.60
State Subsidy	18,001.00	1,744.30	15,671	8,150.64
Social Security Subsidy	11,460.00	-	9,603	4,904.19
Retirement Subsidy	36,562.00	-	30,639	19,630.00
Federal Subsidy	299,627.00	47,471.32	245,175	225,259.77
Donated Commodities	-	-	-	-
Transfers from General Fund	-	-	-	65,000.00
Interest	-	0.55	-	13.39
Other	-	-	-	2.65
Account's Receivable	-	-	-	2,935.86
Total Revenues	579,554.00	51,829.90	476,752	345,808.68
Expenditures:				
Wages	203,431.00	-	167,619	87,902.75
Employee Benefits	67,144.00	-	55,391	33,640.79
FMSC Expenses	335,658.00	28,413.67	276,763	189,888.84
Substitute Services	-	-	4,761	-
Supplies	-	-	0	1,797.00
Value of Donated Foods	-	-	0	-
Accounts Payable	-	-	0	35,031.93
Total Expenditures	<u>\$606,233.00</u>	<u>\$28,413.67</u>	<u>504,534</u>	<u>\$348,261.31</u>
Ending Cash Balance	<u>(\$26,679.00)</u>	<u>\$30,320.71</u>	<u>(\$27,782)</u>	<u>\$30,320.71</u>

FINAL GENERAL FUND BUDGET

Fiscal Year 2021-2022

PROPOSED FINAL

General Fund Budget Approval

Date of Adoption of the General Fund Budget:

President of the Board - Original Signature Required _____ Date _____

Secretary of the Board - Original Signature Required _____ Date _____

Chief School Administrator - Original Signature Required _____ Date _____

Jaime Roberts
Contact Person (724)962-8300 Extn :4103 Telephone Extension

jroberts@sasdpride.org
Email Address _____

CERTIFICATION OF ESTIMATED ENDING FUND BALANCE FROM 2021-2022 GENERAL FUND BUDGET

24 PS 6-688

(10/2010)

SCHOOL DISTRICT : Sharpville Area SD	COUNTY : Mercer	AUN : 104435703
--	---------------------------	---------------------------

No school district shall approve an increase in real property taxes unless it has adopted a budget that includes an estimated, ending unreserved undesignated fund balance (unassigned) less than the specified percentage of its total budgeted expenditures:

Total Budgeted Expenditures	Fund Balance % Limit (less than)
Less Than or Equal to \$11,999,999	12.0%
Between \$12,000,000 and \$12,999,999	11.5%
Between \$13,000,000 and \$13,999,999	11.0%
Between \$14,000,000 and \$14,999,999	10.5%
Between \$15,000,000 and \$15,999,999	10.0%
Between \$16,000,000 and \$16,999,999	9.5%
Between \$17,000,000 and \$17,999,999	9.0%
Between \$18,000,000 and \$18,999,999	8.5%
Greater Than or Equal to \$19,000,000	8.0%

Did you raise property taxes in SY 2021-2022 (compared to 2020-2021)?

Yes ☐
 No ☒

If yes, see information below, taken from the 2021-2022 General Fund Budget.

Total Budgeted Expenditures	\$18656505
Ending Unassigned Fund Balance	\$483978
Ending Unassigned Fund Balance as a percentage (%) of Total Budgeted Expenditures	2.59%

The Estimated Ending Unassigned Fund Balance is within the allowable limits.

Yes ☒
 No ☐

I hereby certify that the above information is accurate and complete.

SIGNATURE OF SUPERINTENDENT	DATE
-----------------------------	------

DUE DATE: AUGUST 15, 2021

**CERTIFICATION OF USE OF PDE-2028
FOR PUBLIC INSPECTION OF 2021-2022 PROPOSED BUDGET**

24 PS 6-687(a)(1)

(03/2006)

School District Name : Sharpville Area SD	County : Mercer	AUN Number : 104435703
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Section 687(a)(1) of the School Code requires the president of the board of school directors of each school district to certify to the Department of Education that the proposed budget was prepared, presented and will be made available for public inspection using the uniform form prepared and furnished by the Department of Education.

I hereby certify that the above information is accurate and complete.

SIGNATURE OF SCHOOL BOARD PRESIDENT	DATE
--	-------------

DUE DATE: IMMEDIATELY FOLLOWING
ADOPTION OF PROPOSED
FINAL GENERAL FUND BUDGET

<u>Val Number</u>	<u>Description</u>	<u>Justification</u>
1010	Budget Approval Date is required before submission on Contact Screen and cannot be a future date.	
8080	Ending Fund Balance Entry and Budgetary Reserve: If 0850 Estimated Ending Unassigned Fund Balance is not equal to 0, a justification must be entered below.	The estimated ending unassigned fund balance will be used to offset future budgets, as well as, defray fluctuations in cash flow.
8160	Ending Fund Balance Entry and Budgetary Reserve: If 0840 Assigned Fund Balance is not equal to 0, a justification must be entered below.	Assigned Fund Balance is reserved to balance the 2021-2022 General Fund Budget, as well as, to fund compensatory education obligations.

ITEM	AMOUNTS
Estimated Beginning Unreserved Fund Balance Available for Appropriation and Reserves Scheduled For Liquidation During The Fiscal Year	
0810 Nonspendable Fund Balance	
0820 Restricted Fund Balance	
0830 Committed Fund Balance	
0840 Assigned Fund Balance	333,609
0850 Unassigned Fund Balance	1,444,508
Total Estimated Beginning Unreserved Fund Balance Available for Appropriation and Reserves Scheduled For Liquidation During The Fiscal Year	\$1,778,117
Estimated Revenues And Other Financing Sources	
6000 Revenue from Local Sources	6,478,238
7000 Revenue from State Sources	11,067,320
8000 Revenue from Federal Sources	503,379
9000 Other Financing Sources	
Total Estimated Revenues And Other Financing Sources	\$18,048,937
Total Estimated Fund Balance, Revenues, and Other Financing Sources Available for Appropriation	\$19,827,054

Amount**REVENUE FROM LOCAL SOURCES**

6111 Current Real Estate Taxes	4,715,949
6113 Public Utility Realty Taxes	5,789
6114 Payments in Lieu of Current Taxes - State / Local	2,858
6120 Current Per Capita Taxes, Section 679	17,779
6140 Current Act 511 Taxes - Flat Rate Assessments	40,232
6150 Current Act 511 Taxes - Proportional Assessments	837,120
6400 Delinquencies on Taxes Levied / Assessed by the LEA	257,040
6500 Earnings on Investments	5,900
6700 Revenues from LEA Activities	37,198
6800 Revenues from Intermediary Sources / Pass-Through Funds	193,785
6910 Rentals	12,720
6940 Tuition from Patrons	348,868
6990 Refunds and Other Miscellaneous Revenue	3,000

REVENUE FROM LOCAL SOURCES \$6,478,238**REVENUE FROM STATE SOURCES**

7111 Basic Education Funding-Formula	6,456,180
7112 Basic Education Funding-Social Security	388,509
7160 Tuition for Orphans Subsidy	39,570
7271 Special Education funds for School-Aged Pupils	798,940
7311 Pupil Transportation Subsidy	341,478
7312 Nonpublic and Charter School Pupil Transportation Subsidy	19,635
7320 Rental and Sinking Fund Payments / Building Reimbursement Subsidy	445,916
7330 Health Services (Medical, Dental, Nurse, Act 25)	22,000
7340 State Property Tax Reduction Allocation	451,268
7360 Safe Schools	35,000
7505 Ready to Learn Block Grant	239,259
7820 State Share of Retirement Contributions	1,829,565

REVENUE FROM STATE SOURCES \$11,067,320**REVENUE FROM FEDERAL SOURCES**

8514 NCLB, Title I - Improving the Academic Achievement of the Disadvantaged	323,882
8515 NCLB, Title II - Preparing, Training and Recruiting High Quality Teachers and Principals	46,517
8517 NCLB, Title IV - 21st Century Schools	19,498
8749 Other CARES Act Funding	7,482
8810 School-Based Access Medicaid Reimbursement Program (SBAP) Reimbursements (Access)	100,000

Amount

REVENUE FROM FEDERAL SOURCES

8820 Medical Assistance Reimbursement for Administrative Claiming (Quarterly) Program	6,000
--	-------

REVENUE FROM FEDERAL SOURCES

\$503,379

TOTAL ESTIMATED REVENUES AND OTHER SOURCES

18,048,937

Act 1 Index (current): 4.4%

Calculation Method:

Number of Decimals For Tax Rate Calculation: 4

Approx. Tax Revenue from RE Taxes:

Amount of Tax Relief for Homestead Exclusions

Total Approx. Tax Revenue:

Approx. Tax Levy for Tax Rate Calculation:

Revenue

\$4,715,952

\$451,268

\$5,167,220

\$5,441,693

Mercer

Total

2020-21 Data

a. Assessed Value

\$67,188,850

b. Real Estate Mills

82.0000

I. 2021-22 Data

c. 2019 STEB Market Value

\$294,824,184

d. Assessed Value

\$66,684,600

e. Assessed Value of New Constr/ Renov

\$0

2020-21 Calculations

f. 2020-21 Tax Levy

\$5,509,486

(a * b)

2021-22 Calculations

g. Percent of Total Market Value

100.000000%

h. Rebalanced 2020-21 Tax Levy

\$5,509,486

(f Total * g)

i. Base Mills Subject to Index

82.0000

(h / a * 1000) if no reassessment

(h / (d-e) * 1000) if reassessment

Calculation of Tax Rates and Levies Generated

j. Weighted Avg. Collection Percentage

94.500000%

k. Tax Levy Needed

\$5,441,693

(Approx. Tax Levy * g)

I. 2021-22 Real Estate Tax Rate

81.6034

(k / d * 1000)

m. Tax Levy Generated by Mills

\$5,441,690

(l / 1000 * d)

n. Tax Levy minus Tax Relief for Homestead Exclusions

\$4,990,422

(m - Amount of Tax Relief for Homestead Exclusions)

o. Net Tax Revenue Generated By Mills

\$4,715,949

(n * Est. Pct. Collection)

Act 1 Index (current):	4.4%	Revenue	
Calculation Method:		4	
Number of Decimals For Tax Rate Calculation:			
Approx. Tax Revenue from RE Taxes:		\$4,715,952	
Amount of Tax Relief for Homestead Exclusions		\$451,268	
Total Approx. Tax Revenue:		\$5,167,220	
Approx. Tax Levy for Tax Rate Calculation:		\$5,441,693	
		Mercer	Total
Index Maximums			
p. Maximum Mills Based On Index		85.6080	
(l * (1 + Index))			
q. Mills In Excess of Index		0.0000	
(if (l > p), (l - p))			
r. Maximum Tax Levy Based On Index		\$5,708,735	\$5,708,735
(p / 1000 * d)			
IV. s. Millage Rate within Index?	Yes		
(if l > p Then No)			
t. Tax Levy In Excess of Index	\$0		\$0
(if (m > r), (m - r))			
u. Tax Revenue In Excess of Index	\$0		\$0
(t * Est. Pct. Collection)			

Information Related to Property Tax Relief			
V. Assessed Value Exclusion per Homestead	\$2,614.00		
Number of Homestead/Farmstead Properties	2106	2106	
Median Assessed Value of Homestead Properties			\$17,450

Act 1 Index (current): 4.4%

Calculation Method:

Number of Decimals For Tax Rate Calculation: 4

Approx. Tax Revenue from RE Taxes: \$4,715,952

Amount of Tax Relief for Homestead Exclusions \$451,268

Total Approx. Tax Revenue: \$5,167,220

Approx. Tax Levy for Tax Rate Calculation: \$5,441,693

Total

Mercer

State Property Tax Reduction Allocation used for: Homestead Exclusions	\$451,268	Lowering RE Tax Rate	\$0	\$451,268
Prior Year State Property Tax Reduction Allocation used for: Homestead Exclusions	\$0			\$0
Amount of Tax Relief from State/Local Sources				\$451,268

CODE

6111 <u>Current Real Estate Taxes</u>				<u>Amount of Tax Relief for Homestead Exclusions</u>	<u>Tax Levy Minus Homestead Exclusions</u>	<u>Percent Collected</u>	<u>Net Tax Revenue Generated By Mills</u>
<u>County Name</u>	<u>Taxable Assessed Value</u>	<u>Real Estate Mills</u>	<u>Tax Levy Generated by Mills</u>				
Mercer	66,684,600	81.6034	5,441,690			94.50000%	
Totals:	66,684,600		5,441,690	451,268	=	94.50000%	4,715,949
Estimated Revenue							
6120	<u>Current Per Capita Taxes, Section 679</u>			<u>Rate</u>			<u>Estimated Revenue</u>
6140	<u>Current Act 511 Taxes-- Flat Rate Assessments</u>			\$5.00			17,779
6141	<u>Current Act 511 Per Capita Taxes</u>			<u>Rate</u>	<u>Add'l Rate (if appl.)</u>	<u>Tax Levy</u>	<u>Estimated Revenue</u>
6142	<u>Current Act 511 Occupation Taxes-- Flat Rate</u>			\$5.00	\$0.00	17,779	17,779
6143	<u>Current Act 511 Local Services Taxes</u>			\$10.00	\$0.00	224,532	22,453
6144	<u>Current Act 511 Trailer Taxes</u>			\$0.00	\$0.00	0	0
6145	<u>Current Act 511 Business Privilege Taxes-- Flat Rate</u>			\$0.00	\$0.00	0	0
6146	<u>Current Act 511 Mechanical Device Taxes-- Flat Rate</u>			\$0.00	\$0.00	0	0
6149	<u>Current Act 511 Taxes, Other Flat Rate Assessments</u>			\$0.00	\$0.00	0	0
Total Current Act 511 Taxes -- Flat Rate Assessments							
6150	<u>Current Act 511 Taxes-- Proportional Assessments</u>			<u>Rate</u>	<u>Add'l Rate (if appl.)</u>	<u>Tax Levy</u>	<u>Estimated Revenue</u>
6151	<u>Current Act 511 Earned Income Taxes</u>			0.500%	0.000%	770,558	770,558
6152	<u>Current Act 511 Occupation Taxes</u>			0.000	0.000	0	0
6153	<u>Current Act 511 Real Estate Transfer Taxes</u>			0.500%	0.000%	66,562	66,562
6154	<u>Current Act 511 Amusement Taxes</u>			0.000%	0.000%	0	0
6155	<u>Current Act 511 Business Privilege Taxes</u>			0.000	0.000	0	0
6156	<u>Current Act 511 Mechanical Device Taxes-- Percentage</u>			0.000%	0.000%	0	0
6157	<u>Current Act 511 Mercantile Taxes</u>			0.000	0.000	0	0
6159	<u>Current Act 511 Taxes, Other Proportional Assessments</u>			0	0	0	0
Total Current Act 511 Taxes -- Proportional Assessments						837,120	837,120
Total Act 511, Current Taxes							877,352
Act 511 Tax Limit -->				294,824,184	X	12	3,537,890
				Market Value		Mills	(511 Limit)

Tax Function	Description	Tax Rate Charged In:		Percent Change in Rate	Less than or equal to Index	Index	Additional Tax Rate Charged In:		Percent Change in Rate	Less than or equal to Index
		2020-21 (Rebalanced)	2021-22				2020-21 (Rebalanced)	2021-22		
6111	<u>Current Real Estate Taxes</u>									
	Mercer									
6120	Current Per Capita Taxes, Section 679	82.0000	81.6034	-0.47%	Yes	4.4%				
	<u>Current Act 511 Taxes-- Flat Rate Assessments</u>	\$5.00	\$5.00	0.00%	Yes	4.4%				
6141	Current Act 511 Per Capita Taxes	\$5.00	\$5.00	0.00%	Yes	4.4%				
6142	Current Act 511 Occupation Taxes - Flat Rate	\$10.00	\$10.00	0.00%	Yes	4.4%				
	<u>Current Act 511 Taxes-- Proportional Assessments</u>									
6151	Current Act 511 Earned Income Taxes	0.500%	0.500%	0.00%	Yes	4.4%				
6153	Current Act 511 Real Estate Transfer Taxes	0.500%	0.500%	0.00%	Yes	4.4%				

<u>Description</u>	<u>Amount</u>
1000 Instruction	
1100 Regular Programs - Elementary / Secondary	8,207,529
1200 Special Programs - Elementary / Secondary	2,554,255
1300 Vocational Education	414,324
1400 Other Instructional Programs - Elementary / Secondary	98,367
1500 Nonpublic School Programs	7,500
Total Instruction	\$11,281,975
2000 Support Services	
2100 Support Services - Students	573,567
2200 Support Services - Instructional Staff	469,044
2300 Support Services - Administration	1,180,471
2400 Support Services - Pupil Health	193,091
2500 Support Services - Business	326,057
2600 Operation and Maintenance of Plant Services	1,818,883
2700 Student Transportation Services	478,585
2800 Support Services - Central	263,538
2900 Other Support Services	8,000
Total Support Services	\$5,311,236
3000 Operation of Non-Instructional Services	
3200 Student Activities	507,905
Total Operation of Non-Instructional Services	\$507,905
5000 Other Expenditures and Financing Uses	
5100 Debt Service / Other Expenditures and Financing Uses	156,864
5200 Interfund Transfers - Out	1,398,525
Total Other Expenditures and Financing Uses	\$1,555,389
Total Estimated Expenditures and Other Financing Uses	\$18,656,505

<u>Description</u>	<u>Amount</u>
1000 Instruction	
1100 Regular Programs - Elementary / Secondary	
100 Personnel Services - Salaries	4,288,032
200 Personnel Services - Employee Benefits	2,977,337
300 Purchased Professional and Technical Services	209,205
400 Purchased Property Services	44,791
500 Other Purchased Services	413,609
600 Supplies	263,372
700 Property	6,289
800 Other Objects	4,894
Total Regular Programs - Elementary / Secondary	\$8,207,529
1200 Special Programs - Elementary / Secondary	
100 Personnel Services - Salaries	1,062,212
200 Personnel Services - Employee Benefits	855,208
300 Purchased Professional and Technical Services	302,960
400 Purchased Property Services	1,000
500 Other Purchased Services	295,871
600 Supplies	33,849
800 Other Objects	3,155
Total Special Programs - Elementary / Secondary	\$2,554,255
1300 Vocational Education	
500 Other Purchased Services	414,324
Total Vocational Education	\$414,324
1400 Other Instructional Programs - Elementary / Secondary	
100 Personnel Services - Salaries	3,000
200 Personnel Services - Employee Benefits	1,323
300 Purchased Professional and Technical Services	32,247
500 Other Purchased Services	61,797
Total Other Instructional Programs - Elementary / Secondary	\$98,367
1500 Nonpublic School Programs	
300 Purchased Professional and Technical Services	7,500
Total Nonpublic School Programs	\$7,500
Total Instruction	\$11,281,975
2000 Support Services	
2100 Support Services - Students	
100 Personnel Services - Salaries	325,048
200 Personnel Services - Employee Benefits	235,254
300 Purchased Professional and Technical Services	8,770
600 Supplies	4,495
Total Support Services - Students	\$573,567
2200 Support Services - Instructional Staff	
100 Personnel Services - Salaries	228,264
200 Personnel Services - Employee Benefits	150,738

<u>Description</u>	<u>Amount</u>
300 Purchased Professional and Technical Services	20,047
400 Purchased Property Services	4,292
500 Other Purchased Services	12,337
600 Supplies	52,766
800 Other Objects	600
Total Support Services - Instructional Staff	\$469,044
2300 Support Services - Administration	
100 Personnel Services - Salaries	621,816
200 Personnel Services - Employee Benefits	402,330
300 Purchased Professional and Technical Services	95,565
400 Purchased Property Services	3,298
500 Other Purchased Services	22,679
600 Supplies	26,691
800 Other Objects	8,092
Total Support Services - Administration	\$1,180,471
2400 Support Services - Pupil Health	
100 Personnel Services - Salaries	102,727
200 Personnel Services - Employee Benefits	85,799
300 Purchased Professional and Technical Services	2,744
500 Other Purchased Services	309
600 Supplies	1,512
Total Support Services - Pupil Health	\$193,091
2500 Support Services - Business	
100 Personnel Services - Salaries	164,677
200 Personnel Services - Employee Benefits	133,490
300 Purchased Professional and Technical Services	22,615
400 Purchased Property Services	1,175
500 Other Purchased Services	2,150
600 Supplies	1,650
800 Other Objects	300
Total Support Services - Business	\$326,057
2600 Operation and Maintenance of Plant Services	
100 Personnel Services - Salaries	648,216
200 Personnel Services - Employee Benefits	452,605
300 Purchased Professional and Technical Services	79,547
400 Purchased Property Services	169,617
500 Other Purchased Services	78,978
600 Supplies	389,920
Total Operation and Maintenance of Plant Services	\$1,818,883
2700 Student Transportation Services	
500 Other Purchased Services	478,585
Total Student Transportation Services	\$478,585
2800 Support Services - Central	
100 Personnel Services - Salaries	177,511

<u>Description</u>	<u>Amount</u>
200 Personnel Services - Employee Benefits	78,082
300 Purchased Professional and Technical Services	3,200
500 Other Purchased Services	2,650
600 Supplies	1,500
800 Other Objects	595
Total Support Services - Central	\$263,538
2900 Other Support Services	
500 Other Purchased Services	8,000
Total Other Support Services	\$8,000
Total Support Services	\$5,311,236
3000 Operation of Non-Instructional Services	
3200 Student Activities	
100 Personnel Services - Salaries	191,643
200 Personnel Services - Employee Benefits	84,283
300 Purchased Professional and Technical Services	103,126
400 Purchased Property Services	8,550
500 Other Purchased Services	50,620
600 Supplies	57,258
800 Other Objects	12,425
Total Student Activities	\$507,905
Total Operation of Non-Instructional Services	\$507,905
5000 Other Expenditures and Financing Uses	
5100 Debt Service / Other Expenditures and Financing Uses	
800 Other Objects	46,864
900 Other Uses of Funds	110,000
Total Debt Service / Other Expenditures and Financing Uses	\$156,864
5200 Interfund Transfers - Out	
900 Other Uses of Funds	1,398,525
Total Interfund Transfers - Out	\$1,398,525
Total Other Expenditures and Financing Uses	\$1,555,389
TOTAL EXPENDITURES	\$18,656,505

Cash and Short-Term Investments

	<u>06/30/2021 Estimate</u>	<u>06/30/2022 Projection</u>
General Fund	2,250,000	2,100,000

Public Purpose (Expendable) Trust Fund

Other Comptroller-Approved Special Revenue Funds

Athletic / School-Sponsored Extra Curricular Activities Fund

Capital Reserve Fund - \$ 690, \$1850

Capital Reserve Fund - \$ 1431

Other Capital Projects Fund

Debt Service Fund

Food Service / Cafeteria Operations Fund

Child Care Operations Fund

Other Enterprise Funds

Internal Service Fund

Private Purpose Trust Fund

Investment Trust Fund

Pension Trust Fund

Activity Fund

Other Agency Fund

Permanent Fund

Total Cash and Short-Term Investments

	<u>\$3,349,850</u>	<u>\$2,229,950</u>
--	--------------------	--------------------

Long-Term Investments

General Fund

Public Purpose (Expendable) Trust Fund

Other Comptroller-Approved Special Revenue Funds

Athletic / School-Sponsored Extra Curricular Activities Fund

Capital Reserve Fund - \$ 690, \$1850

Capital Reserve Fund - \$ 1431

Other Capital Projects Fund

Debt Service Fund

Food Service / Cafeteria Operations Fund

Child Care Operations Fund

Other Enterprise Funds

Internal Service Fund

Private Purpose Trust Fund

Investment Trust Fund

Pension Trust Fund

Activity Fund

Other Agency Fund

		<u>06/30/2021 Estimate</u>	<u>06/30/2022 Projection</u>
<u>Long-Term Investments</u>			
Permanent Fund			
<u>Total Long-Term Investments</u>			
TOTAL CASH AND INVESTMENTS		\$3,349,850	\$2,229,950

<u>Long-Term Indebtedness</u>		<u>06/30/2021 Estimate</u>	<u>06/30/2022 Projection</u>
General Fund			
0510 Bonds Payable			
0520 Extended-Term Financing Agreements Payable		10,055,000	8,985,000
0530 Lease-Purchase Obligations		2,075,000	1,965,000
0540 Accumulated Compensated Absences			
0550 Authority Lease Obligations		125,000	125,000
0560 Other Post-Employment Benefits (OPEB)			
0599 Other Noncurrent Liabilities		2,200,000	2,200,000
Total General Fund		\$14,455,000	\$13,275,000

Public Purpose (Expendable) Trust Fund

0510 Bonds Payable	
0520 Extended-Term Financing Agreements Payable	
0530 Lease-Purchase Obligations	
0540 Accumulated Compensated Absences	
0550 Authority Lease Obligations	
0560 Other Post-Employment Benefits (OPEB)	
0599 Other Noncurrent Liabilities	

Total Public Purpose (Expendable) Trust Fund

Other Comptroller-Approved Special Revenue Funds

0510 Bonds Payable	
0520 Extended-Term Financing Agreements Payable	
0530 Lease-Purchase Obligations	
0540 Accumulated Compensated Absences	
0550 Authority Lease Obligations	
0560 Other Post-Employment Benefits (OPEB)	
0599 Other Noncurrent Liabilities	

Total Other Comptroller-Approved Special Revenue Funds

Athletic / School-Sponsored Extra Curricular Activities Fund

0510 Bonds Payable	
0520 Extended-Term Financing Agreements Payable	
0530 Lease-Purchase Obligations	
0540 Accumulated Compensated Absences	
0550 Authority Lease Obligations	
0560 Other Post-Employment Benefits (OPEB)	
0599 Other Noncurrent Liabilities	

Total Athletic / School-Sponsored Extra Curricular Activities Fund

Capital Reserve Fund - \$ 690, \$1850

0510 Bonds Payable	
0520 Extended-Term Financing Agreements Payable	

Long-Term Indebtedness

0530 Lease-Purchase Obligations
0540 Accumulated Compensated Absences
0550 Authority Lease Obligations
0560 Other Post-Employment Benefits (OPEB)
0599 Other Noncurrent Liabilities

Total Capital Reserve Fund - \$ 690, \$1850

Capital Reserve Fund - \$ 1431

0510 Bonds Payable
0520 Extended-Term Financing Agreements Payable
0530 Lease-Purchase Obligations
0540 Accumulated Compensated Absences
0550 Authority Lease Obligations
0560 Other Post-Employment Benefits (OPEB)
0599 Other Noncurrent Liabilities

Total Capital Reserve Fund - \$ 1431

Other Capital Projects Fund

0510 Bonds Payable
0520 Extended-Term Financing Agreements Payable
0530 Lease-Purchase Obligations
0540 Accumulated Compensated Absences
0550 Authority Lease Obligations
0560 Other Post-Employment Benefits (OPEB)
0599 Other Noncurrent Liabilities

Total Other Capital Projects Fund

Debt Service Fund

0510 Bonds Payable
0520 Extended-Term Financing Agreements Payable
0530 Lease-Purchase Obligations
0540 Accumulated Compensated Absences
0550 Authority Lease Obligations
0560 Other Post-Employment Benefits (OPEB)
0599 Other Noncurrent Liabilities

Total Debt Service Fund

Food Service / Cafeteria Operations Fund

0510 Bonds Payable
0520 Extended-Term Financing Agreements Payable
0530 Lease-Purchase Obligations
0540 Accumulated Compensated Absences
0550 Authority Lease Obligations

06/30/2021 Estimate

06/30/2022 Projection

Long-Term Indebtedness 06/30/2021 Estimate 06/30/2022 Projection

0560 Other Post-Employment Benefits (OPEB)
0599 Other Noncurrent Liabilities

Total Food Service / Cafeteria Operations Fund

Child Care Operations Fund

0510 Bonds Payable
0520 Extended-Term Financing Agreements Payable
0530 Lease-Purchase Obligations
0540 Accumulated Compensated Absences
0550 Authority Lease Obligations
0560 Other Post-Employment Benefits (OPEB)
0599 Other Noncurrent Liabilities

Total Child Care Operations Fund

Other Enterprise Funds

0510 Bonds Payable
0520 Extended-Term Financing Agreements Payable
0530 Lease-Purchase Obligations
0540 Accumulated Compensated Absences
0550 Authority Lease Obligations
0560 Other Post-Employment Benefits (OPEB)
0599 Other Noncurrent Liabilities

Total Other Enterprise Funds

Internal Service Fund

0510 Bonds Payable
0520 Extended-Term Financing Agreements Payable
0530 Lease-Purchase Obligations
0540 Accumulated Compensated Absences
0550 Authority Lease Obligations
0560 Other Post-Employment Benefits (OPEB)
0599 Other Noncurrent Liabilities

Total Internal Service Fund

Private Purpose Trust Fund

0510 Bonds Payable
0520 Extended-Term Financing Agreements Payable
0530 Lease-Purchase Obligations
0540 Accumulated Compensated Absences
0550 Authority Lease Obligations
0560 Other Post-Employment Benefits (OPEB)
0599 Other Noncurrent Liabilities

Total Private Purpose Trust Fund

Long-Term Indebtedness

06/30/2021 Estimate

06/30/2022 Projection

Investment Trust Fund

0510 Bonds Payable
0520 Extended-Term Financing Agreements Payable
0530 Lease-Purchase Obligations
0540 Accumulated Compensated Absences
0550 Authority Lease Obligations
0560 Other Post-Employment Benefits (OPEB)
0599 Other Noncurrent Liabilities

Total Investment Trust Fund

Pension Trust Fund

0510 Bonds Payable
0520 Extended-Term Financing Agreements Payable
0530 Lease-Purchase Obligations
0540 Accumulated Compensated Absences
0550 Authority Lease Obligations
0560 Other Post-Employment Benefits (OPEB)
0599 Other Noncurrent Liabilities

Total Pension Trust Fund

Activity Fund

0510 Bonds Payable
0520 Extended-Term Financing Agreements Payable
0530 Lease-Purchase Obligations
0540 Accumulated Compensated Absences
0550 Authority Lease Obligations
0560 Other Post-Employment Benefits (OPEB)
0599 Other Noncurrent Liabilities

Total Activity Fund

Other Agency Fund

0510 Bonds Payable

0520 Extended-Term Financing Agreements Payable

0530 Lease-Purchase Obligations

0540 Accumulated Compensated Absences

0550 Authority Lease Obligations

0560 Other Post-Employment Benefits (OPEB)

0599 Other Noncurrent Liabilities

Total Other Agency Fund

Permanent Fund

0510 Bonds Payable

0520 Extended-Term Financing Agreements Payable

<u>Long-Term Indebtedness</u>	<u>06/30/2021 Estimate</u>	<u>06/30/2022 Projection</u>
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Permanent Fund	\$14,455,000	\$13,275,000
Total Long-Term Indebtedness		

Short-Term Payables

06/30/2021 Estimate **06/30/2022 Projection**

General Fund
Public Purpose (Expendable) Trust Fund
Other Comptroller-Approved Special Revenue Funds
Athletic / School-Sponsored Extra Curricular Activities Fund
Capital Reserve Fund - \$ 690, \$1850
Capital Reserve Fund - \$ 1431
Other Capital Projects Fund
Debt Service Fund
Food Service / Cafeteria Operations Fund
Child Care Operations Fund
Other Enterprise Funds
Internal Service Fund
Private Purpose Trust Fund
Investment Trust Fund
Pension Trust Fund
Activity Fund
Other Agency Fund
Permanent Fund

Total Short-Term Payables

TOTAL INDEBTEDNESS

\$14,455,000

\$13,275,000

Account Description	Amounts
0810 Nonspendable Fund Balance	
0820 Restricted Fund Balance	
0830 Committed Fund Balance	
0840 Assigned Fund Balance	686,571
0850 Unassigned Fund Balance	483,978
Total Ending Fund Balance - Committed, Assigned, and Unassigned	\$1,170,549
5900 Budgetary Reserve	
Total Estimated Ending Committed, Assigned, and Unassigned Fund Balance and Budgetary Reserve	\$1,170,549

MIU IV Special Education Services Agreement

Statement of Work – Social Emotional Learning Teacher

School Year | 2021-2022
Service Provider | Midwestern Intermediate Unit IV Special Education Services

Term

The Term of this Agreement shall commence on the first day of school for the 2021 school year and terminate on June 30, 2022.

Description

Upon the terms and conditions, Sharpsville Area School Districts requests that the Midwestern Intermediate Unit IV provide a Social Emotional Learning Teacher.

Fee and Billing Services

Fee for Service: The Fee for service within this Statement of Work is for \$525.00 per full day of service, 5 days a week for the school year, when school is in session. This service will begin the first day of school.

Billing Cycle: There will be four (4) quarterly invoices that will be issued, February 15 and June 15. Remittance is requested within thirty days of the invoice date.

Division of Duties	
Use of Social Emotional Learning Teacher	<p>The SEL teacher will:</p> <ul style="list-style-type: none">• Provide social emotional learning instruction to individual as well as in small or large group sessions• Assist in implementing behavior plans and the collection of data• Assist teacher with the development and implementation of PBSP• Student Observation• Classroom Observation• Assist teacher in building classroom management system and model strategies• Participate in team meetings (data/SAP) to help drive interventions• Resource for educational staff• Supportive member of Tier 2/Tier 3 school-wide team to provide support in developing targeted school-wide interventions.
IEP Meetings/Notification	<p>The teacher will work collaboratively with staff to develop the IEP. MIU IV teacher needs to be notified at least 3 weeks prior to all upcoming IEPs. Unless otherwise requested the teacher will participate in beginning of IEP meeting to present information and then be dismissed to resume services to students. It is requested that IEP meetings are scheduled on the day(s) that the MIU IV teacher is already in your school district. We cannot pull them from their other direct service assignments.</p>
Teacher/Student Absence	<p>If the MIU IV teacher reports off of work, there will not be a replacement substitute. If the student is at school and the district makes the decision not to send the student due to an assembly or field trip, the MIU IV teacher will make an effort to reschedule.</p> <p>There will be times the teacher will need to attend staff meetings, trainings related to SEL/behavior, and SEL data meetings.</p>
Supervision	<p>MIU IV Supervisor will conduct observations and complete PDE 82-1 for the MIU IV employee. Any discipline or possible infractions will be addressed and handled by MIU IV Supervisor.</p>
Termination of Contract	<p>Either party, without cause, may void this contract with 30 days written notice.</p>

Sharpsville Area School District

Midwestern Intermediate Unit IV

By: Mr. John Vannoy
(Name Typed)

By: Dr. Wayde Killmeyer
(Name Typed)


Signature

Signature

Title: Superintendent of Sharpsville Area School District

Title: Executive Director of MIU IV

Date: 5-18-21

Date: _____

Melissa M. Wyllie, Director of Special Education
Midwestern Intermediate Unit IV
melissa.wyllie@miu4.org
724-458-6700 x1206



Book	Policy Manual
Section	200 Pupils
Title	Discipline of Student Convicted/Adjudicated of Sexual Assault
Code	218.3 Vol VII 2020
Status	First Reading
Legal	<ol style="list-style-type: none"> 1. 24 P.S. 1318.1 2. 18 Pa. C.S.A. 3121 3. 18 Pa. C.S.A. 3122.1 4. 18 Pa. C.S.A. 3123 5. 18 Pa. C.S.A. 3124.1 6. 18 Pa. C.S.A. 3125 7. 18 Pa. C.S.A. 3126 8. Pol. 218 9. Pol. 233 10. Pol. 103 11. Pol. 252 12. 20 U.S.C. 1400 et seq 13. 34 CFR Part 300 14. Pol. 103.1 15. Pol. 113.1 16. Pol. 113.2 17. Pol. 113.3 18. Pol. 200

Purpose

The Board recognizes the importance of a safe school environment for students who are victims of sexual assault. This policy addresses disciplinary requirements for a student convicted or adjudicated delinquent of sexual assault upon another district student.[1]

Definitions

Conviction – means the finding of guilty by a judge or a jury or the entry of a plea of guilty or nolo contendere for sexual assault whether or not judgment of sentence has been imposed.[1]

School setting – means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.[1]

School-sponsored activity – means any assemblies, field trips, class trips, graduation ceremonies, athletics, extracurricular activities, clubs, groups, teams or any activities sponsored, held or approved by the district.[1]

Sexual assault – means any of the following offenses:[1]

1. Rape.[2]
2. Statutory sexual assault.[3]
3. Involuntary deviate sexual intercourse.[4]
4. Sexual assault.[5]
5. Aggravated indecent assault.[6]
6. Indecent assault.[7]

Authority

The Board shall comply with the disciplinary requirements established by state law regarding students who have been convicted or adjudicated delinquent of sexual assault upon another student enrolled in this district, regardless of whether the sexual assault took place inside or outside of the school setting.[1][8][9]

Delegation of Responsibility

A student who is convicted of sexual assault upon another student enrolled in this district shall be required to notify the Superintendent or designee of the conviction no later than seventy-two (72) hours after the conviction.[1]

Upon report of a conviction or adjudication of sexual assault upon a district student, the Superintendent or designee shall take one (1) of the following actions against the convicted or adjudicated student:[1]

1. Recommend that the Board expel the student, in accordance with law and Board policy.[9]
2. Transfer the student to an alternative education program.
3. Reassign the student to another school or educational program within the district.

If the convicted or adjudicated student has already been expelled, transferred or reassigned, or if the victim does not attend the same school, no additional action regarding expulsion, transfer or reassignment is required by the district. Although action is not required, the district maintains the authority to make an alternative assignment or provide alternative educational services during or after an expulsion at the discretion of the Superintendent or designee.[1]

Upon report of a conviction or adjudication of sexual assault upon a district student that occurred in the school setting, the Superintendent or designee shall notify the Title IX Coordinator to determine whether the incident has been addressed in accordance with applicable Board policy.[10][11]

Guidelines

In the case of a student with a disability, including a student for whom an evaluation is pending, prior to implementing any disciplinary removal or considering a change of placement for the student, the district shall coordinate with the student's Individualized Education Program (IEP) team and take all steps required to comply with state and federal laws and regulations, and Board policies.[1][12][13][14][15][16][17]

The district shall ensure that the convicted or adjudicated student is prohibited from taking part in the following activities at the same time as the victim:[1]

1. Being educated in the same school building.

2. Being transported on the same school vehicle.
3. Participating in the same school-sponsored activity.

Return of Student to School

The district may return the student who is expelled, transferred or reassigned, to the student's originally assigned school if one (1) of the following circumstances occur:[1]

1. The victim is no longer enrolled in the district.
2. The conviction or adjudication has been reversed and is not pending appeal.

Transfer Students

When the school district receives a student who transfers from a public or private school during or after an expulsion period for an act or offense involving a sexual assault conviction or adjudication, the district may assign that student to an alternative assignment or may provide alternative education services.[1][18]

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Book	Policy Manual
Section	300 Employees
Title	Telework
Code	309.1 Vol V 2020
Status	First Reading
Legal	1. Pol. 805 2. Pol. 113.4 3. Pol. 216 4. Pol. 324 5. Pol. 708 6. Pol. 334 7. Pol. 335 8. Pol. 336 9. Pol. 339 10. Pol. 330 11. Pol. 332 Pol. 815 Pol. 824

Purpose

The Board recognizes that in certain limited circumstances it may be necessary to allow or require district employees to work remotely in order to maintain continuity of district educational programs and operations.
[1]

The Board adopts the following policy to establish district rules for employees who telework from a remote work location.

Definitions

Remote work location – a worksite other than an employee’s regularly assigned place of work, typically the employee’s residence.

Telework/Teleworking – the performance of the assigned essential functions of an employee’s job at a remote work location via electronic means in accordance with the employee’s usual expected standards of performance and other approved or agreed-upon terms.

Teleworking agreement – a written agreement that details the terms and conditions to permit an employee to engage in teleworking.

Teleworking employee – a district employee who can perform all of their assigned essential job duties at a remote work location. The employee must have a suitable designated workspace at the remote work location and access to any computer and telecommunications equipment necessary for the completion of tasks.

Delegation of Responsibility

The Board directs the Superintendent or designee to develop procedures that outline circumstances under which employees may telework and the expectations for such employees while teleworking.

Guidelines

{ } Employees may be required to sign a teleworking agreement, or acknowledge teleworking provisions in an applicable collective bargaining agreement, prior to working in a remote work location, which may be waived under emergency conditions at the Board's discretion or as specified in this policy.

{ } Such an agreement may include, but is not limited to, the following considerations:

1. { } Acknowledgement that the employee's compensation, benefits, work hours, and performance expectations shall not change while teleworking.
2. { } The employee shall be subject to and shall comply with the same Board policies, administrative regulations, and standards of conduct as are expected at their regularly assigned place of work.
3. { } A teleworking employee's performance shall be monitored and assessed in the same manner as employees working from their regularly assigned place of work.
4. { } The employee shall work from a dedicated workspace that is free from health or safety hazards, undue distractions, or undue risk that confidential or private information will be discovered, or that district equipment permitted to be brought to the remote work location will be stolen or damaged.[2][3][4]
5. { } The employee shall obtain permission from their supervisor before bringing district property to a remote work location and will provide the supervisor with a written list of all such equipment.
6. { } The employee shall be personally responsible for any district equipment brought to the remote work location, shall be fully liable for any damage or loss occurring to the equipment during the period of use, and shall be responsible for its safe return.[5]
7. { } The employee does not have a right to telework and the teleworking arrangement may be terminated by the Board or district administration at any time.
8. { } The employee shall notify their supervisor if the employee is not able to perform all assigned job duties, essential or nonessential, at the remote work location.
9. { } _____ (Other)

General Conditions

Employees whose physical presence at their regularly assigned place of work is essential to the performance of their duties may not be permitted to telework.

An employee may not telework as a replacement for leave.[6][7][8][9]

Attendance at the employee's regularly assigned place of work for onsite meetings, conferences, training sessions, and other school business activities may be required on scheduled telework days.

Nonexempt employees shall not be permitted to work overtime or during non-working hours while teleworking without authorization from the employee's immediate supervisor, in accordance with law and Board policy.[10][11]

All teleworking employees shall be subject to and shall comply with the same Board policies, administrative regulations, and standards of conduct as are expected under normal working conditions.

Emergency Conditions

In the event that local, state or federal officials, or any similar authority with appropriate jurisdiction, declare an emergency condition that prevents or discourages public gatherings due to a public health or safety concern, or closes school buildings, the Board authorizes individual employees or designated classifications of employees to be permitted to telework in accordance with established procedures or as otherwise directed.[1]

For district employees unable to perform their assigned essential job duties while teleworking, such employees may be required to take any available accrued leave, whether paid or unpaid, in accordance with applicable Board policies or provisions of an administrative compensation plan, individual contract, collective bargaining agreement or Board resolution.[6][7][8][9]

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Book	Policy Manual
Section	100 Programs
Title	Discrimination/Title IX Sexual Harassment Affecting Students
Code	103 Vol IV 2020
Status	First Reading
Legal	<ol style="list-style-type: none"> 1. 22 PA Code 12.1 2. 22 PA Code 12.4 3. 22 PA Code 15.1 et seq 4. 22 PA Code 4.4 5. 24 P.S. 1301 6. 24 P.S. 1310 7. 24 P.S. 1601-C et seq 8. 24 P.S. 5004 9. 43 P.S. 951 et seq 10. 20 U.S.C. 1681 et seq 11. 34 CFR Part 106 12. 29 U.S.C. 794 13. 42 U.S.C. 12101 et seq 14. 42 U.S.C. 1981 et seq 15. 42 U.S.C. 2000d et seq 16. U.S. Const. Amend. XIV, Equal Protection Clause 17. Pol. 113.1 18. Pol. 218 19. Pol. 233 20. Pol. 317 21. Pol. 806 22. Pol. 113.2 23. Pol. 113.3 24. 20 U.S.C. 1232g 25. 34 CFR 106.44 26. 34 CFR 106.45 27. 34 CFR 106.71 28. 34 CFR Part 99 29. 34 CFR 106.30 30. Pol. 103.1

31. Pol. 113
 32. 34 U.S.C. 12291
 33. 20 U.S.C. 1092
 34. 34 CFR 106.8
 35. Pol. 150
 36. Pol. 317.1
 18 Pa. C.S.A. 2709
 20 U.S.C. 1400 et seq
 28 CFR Part 41
 28 CFR Part 35
 34 CFR Part 100
 34 CFR Part 104
 34 CFR Part 110
 U.S. Const. Amend. I
 Bostock v. Clayton County, 590 U.S., 140 S. Ct. 1731 (2020)
 Davis v. Monroe County Board of Education, 526 U.S. 629 (1999)
 Franklin v. Gwinnett County Public Schools, 503 U.S. 60 (1992)
 Gebser v. Lago Vista Independent School District, 524 U.S. 274 (1998)
 Office for Civil Rights - Resources for Addressing Racial Harassment
 Pol. 122
 Pol. 123
 Pol. 138
 Pol. 216
 Pol. 220
 Pol. 247
 Pol. 249
 Pol. 251
 Pol. 252
 Pol. 320
 Pol. 701
 Pol. 815
 Pol. 832

Authority

The Board declares it to be the policy of this district to provide an equal opportunity for all students to achieve their maximum potential through the programs **and activities** offered in the schools without discrimination on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability.[1][2][3][4][5][6][7][8][9][10][11][12][13][14][15][16][17][18][19][20]

The Board also declares it to be the policy of this district to comply with federal law and regulations under Title IX prohibiting sexual harassment, which is a form of unlawful

discrimination on the basis of sex. Such discrimination shall be referred to throughout this policy as Title IX sexual harassment. Inquiries regarding the application of Title IX to the district may be referred to the Title IX Coordinator, to the Assistant Secretary for Civil Rights of the U.S. Department of Education, or both.

The district is committed to the maintenance of a safe, positive learning environment for all students that is free from discrimination by providing all students course offerings, counseling, assistance, services, employment, athletics and extracurricular activities without any form of discrimination, **including Title IX sexual harassment**. Discrimination is inconsistent with the **rights of students and the** educational and programmatic goals of the district and is **prohibited at or, in the course of, district-sponsored programs or activities, including transportation to or from school or school-sponsored activities.**

Violations of this policy, including acts of retaliation as described in this policy, or knowingly providing false information, may result in disciplinary consequences under applicable Board policy and procedures.

The Board directs that the foregoing statement of Board policy be included in each student and staff handbook, and that this policy and related attachments be posted to the district's website.

The Board requires a notice stating that the district does not discriminate in any manner, including Title IX sexual harassment, in any district education program or activity, to be issued to all students, parents/guardians, employment applicants, employees and all unions or professional organizations holding collective bargaining or professional agreements with the district. All discrimination notices and information shall include the title, office address, telephone number and email address of the individual(s) designated as the Compliance Officer and Title IX Coordinator.

Reports of Title IX Sexual Harassment and Other Discrimination and Retaliation

The Board encourages students and third parties who believe they or others have been subject to **Title IX sexual harassment, other discrimination or retaliation** to promptly report such incidents to **the building principal**, even if some elements of the related incident took place or originated away from school grounds, school activities or school conveyances. **A person who is not an intended victim or target of discrimination but is adversely affected by the offensive conduct may file a report of discrimination.**

The student's parents/guardian or any other person with knowledge of conduct that may violate this policy is encouraged to immediately report the matter to the building principal.

A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the building principal, as well as properly making any mandatory police or child protective services reports required by law.[21]

If the building principal is the subject of a complaint, the student, third party or a reporting employee shall report the incident directly to the Title IX Coordinator.

The complainant or **the individual making the report may use the Discrimination/Sexual Harassment/Bullying/Hazing/Dating Violence/Retaliation Report Form attached to this policy for purposes of reporting an incident or incidents in writing**; however, **verbal reports of an incident or incidents** shall be accepted, documented and the procedures of this policy and the relevant attachments followed.

The building principal shall promptly notify the Title IX Coordinator of all reports of discrimination, Title IX sexual harassment or retaliation. The Title IX Coordinator shall promptly contact the complainant regarding the report to gather additional information as necessary, and to discuss the availability of supportive measures. The Title IX Coordinator shall consider the complainant's wishes with respect to supportive measures.

The Title IX Coordinator shall conduct an assessment to determine whether the reported circumstances are most appropriately addressed through the Discrimination Complaint Procedures

prescribed in Attachment 2 to this policy, or if the reported circumstances meet the definition of Title IX sexual harassment and are most appropriately addressed through the Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints in Attachment 3, or other Board policies.

Disciplinary Procedures When Reports Allege Title IX Sexual Harassment

When a report alleges Title IX sexual harassment, disciplinary sanctions may not be imposed until the completion of the grievance process for formal complaints outlined in Attachment 3. The district shall presume that the respondent is not responsible for the alleged conduct until a determination has been made at the completion of the grievance process for formal complaints.
[17][19][22][23]

When an emergency removal, as described in Attachment 3, is warranted to address an immediate threat to the physical health or safety of an individual, and it is not feasible to continue educational services remotely or in an alternative setting, the normal procedures for suspension and expulsion shall be conducted to accomplish the removal, including specific provisions to address a student with a disability where applicable.[17][18][19][22]

When an emergency removal is not required, disciplinary sanctions shall be considered in the course of the Title IX grievance process for formal complaints. Following the issuance of the written determination and any applicable appeal, any disciplinary action specified in the written determination or appeal decision shall be implemented in accordance with the normal procedures for suspensions, expulsions or other disciplinary actions, including specific provisions to address a student with a disability where applicable.

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a report and the investigation related to any form of discrimination or retaliation, including Title IX sexual harassment, shall be handled in accordance with applicable law, regulations, this policy, the attachments and the district's legal and investigative obligations.[24][25][26][27][28]

Retaliation

The Board prohibits retaliation by the district or any other person against any person for:[27]

- 1. Reporting or making a formal complaint of any form of discrimination or retaliation, including Title IX sexual harassment.**
- 2. Testifying, assisting, participating or refusing to participate in a related investigation, process or other proceeding or hearing.**
- 3. Acting in opposition to practices the person reasonably believes to be discriminatory.**

The district, its employees and others are prohibited from intimidating, threatening, coercing, or discriminating against anyone for actions described above. Individuals are encouraged to contact the Title IX Coordinator immediately if retaliation is believed to have occurred.

Definitions

Complainant shall mean an individual who is alleged to be the victim.

Respondent shall mean an individual alleged to be the perpetrator of the discriminatory conduct.

Discrimination

Discrimination shall mean to treat individuals differently, or to harass or victimize based on a protected classification including race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy, or handicap/disability.

Harassment is a form of discrimination based on the protected classifications listed in this policy consisting of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's school or school-related performance when such conduct is:

1. Sufficiently severe, persistent or pervasive; and
2. A reasonable person in the complainant's position would find that it creates an intimidating, threatening or abusive educational environment such that it deprives or adversely interferes with or limits an individual or group of the ability to participate in or benefit from the services, activities or opportunities offered by a school.

Definitions Related to Title IX Sexual Harassment

Formal complaint shall mean a document filed by a complainant or signed by the Title IX Coordinator alleging Title IX sexual harassment and requesting that the district investigate the allegation under the grievance process for formal complaints. The authority for the Title IX Coordinator to sign a formal complaint does not make the Title IX Coordinator a party in the grievance process for formal complaints. The phrase "document filed by a complainant" refers to a document or electronic submission that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint.[26][29]

Supportive measures shall mean nondisciplinary, nonpunitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed.[29]

Supportive measures shall be designed to restore or preserve equal access to the educational program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the educational environment, or to deter sexual harassment. Supportive measures may include, but are not limited to:[29]

1. **Counseling.**
2. **Extensions of deadlines or other course-related adjustments.**
3. **Modifications of work or class schedules.**
4. **Campus escort services.**
5. **Mutual restrictions on contact between the parties.**
6. **Changes in work or housing locations.**
7. **Leaves of absence.**
8. **Increased security.**
9. **Monitoring of certain areas of the campus.**
10. **Assistance from domestic violence or rape crisis programs.**
11. **Assistance from community health resources including counseling resources.**

Supportive measures may also include assessments or evaluations to determine eligibility for special education or related services, or the need to review an Individualized Education Program (IEP) or Section 504 Service Agreement based on a student's behavior. This could include, but is not limited to, a manifestation determination or functional behavioral assessment (FBA), in accordance with applicable law, regulations or Board policy.[17][22][23][30][31]

Title IX sexual harassment means conduct on the basis of sex that satisfies one or more of the following:[29]

1. **A district employee conditioning the provision of an aid, benefit, or district service on an individual's participation in unwelcome sexual conduct, commonly referred to as *quid pro quo* sexual harassment.**
2. **Unwelcome conduct determined by a reasonable person to be so severe, pervasive and objectively offensive that it effectively denies a person equal access to a district education program or activity.**
3. **Sexual assault, dating violence, domestic violence or stalking.**
 - a. ***Dating violence* means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship is determined by the following factors:[32]**
 - i. **Length of relationship.**
 - ii. **Type of relationship.**
 - iii. **Frequency of interaction between the persons involved in the relationship.**
 - b. ***Domestic violence* includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving federal funding, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.[32]**
 - c. ***Sexual assault* means a sexual offense under state or federal law that is classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.[33]**
 - d. ***Stalking*, under Title IX means stalking on the basis of sex, for example when the stalker desires to date a victim. Stalking means to engage in a course of conduct directed at a specific person that would cause a reasonable person to either:[32]**
 - i. **Fear for their safety or the safety of others.**
 - ii. **Suffer substantial emotional distress.**

Such conduct must have taken place during a district education program or activity and against a person in the United States to qualify as sexual harassment under Title IX. An education program or activity includes the locations, events or circumstances over which the district exercises substantial control over both the respondent and the context in which the harassment occurs. Title IX applies to all of a district's education programs or activities, whether such programs or activities occur on-campus or off-campus.[25][26][29]

Delegation of Responsibility

In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the [34]

~~[The district may choose the same or different individuals to fulfill the roles of Compliance Officer and Title IX Coordinator. If designating one (1) individual to fulfill both responsibilities, select the first option and enter the appropriate position title. If designating two (2) individuals to fulfill the separate responsibilities, select the second option and enter the appropriate position titles.]~~

~~{ } _____ as the district's Compliance Officer and Title IX Coordinator. The Compliance Officer/Title IX Coordinator can be contacted at:~~

~~Address:~~

~~Email:~~

~~Phone Number:~~

{ X} Superintendent as the district's Compliance Officer and Middle School Principal as the district's Title IX Coordinator.

The Compliance Officer can be contacted at:

Address: 1 Blue Devil Way, Sharpsville, PA 16150

Email: ComplianceOfficer@sasdpride.org

Phone Number: 724-962-8300 Ext. 4104

The Title IX Coordinator can be contacted at:

Address: 301 Blue Devil Way, Sharpsville, PA 16150

Email: TitleIXOfficer@sasdpride.org

Phone Number: 724-962-8300 Ext. 2850

The Compliance Officer **and Title IX Coordinator shall fulfill designated responsibilities** to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures and to monitor the implementation of the district's nondiscrimination procedures in the following areas, **as appropriate:**

1. Curriculum and Materials - Review of curriculum guides, textbooks and supplemental materials for discriminatory bias.
2. Training - **Provide** training for students and staff to prevent, identify and alleviate problems of discrimination.
3. Resources - Maintain and provide information to staff on resources available to complainants in addition to the school complaint procedure **or Title IX procedures**, such as making reports to the police, available **supportive measures such as** assistance from domestic violence or rape crisis programs and community health resources including counseling resources.
4. Student Access - Review of programs, activities and practices to ensure that all students have equal access and are not segregated except when permissible by law or regulation.
5. District Support - **Assure** that like aspects of the school programs **and activities** receive like support as to staffing and compensation, facilities, equipment, and related areas. **[35]**
6. Student Evaluation - Review of assessments, procedures, and guidance and counseling materials for stereotyping and discrimination.
7. **Reports/Formal** Complaints - Monitor and provide technical assistance to **individuals involved in managing informal reports and formal** complaints.

Guidelines**Title IX Sexual Harassment Training Requirements**

The Compliance Officer and Title IX Coordinator, investigator(s), decision-maker(s), or any individual designated to facilitate an informal resolution process related to Title IX sexual harassment shall receive the following training, as required or appropriate to their specific role:

1. **Definition of sexual harassment.**
2. **Scope of the district's education program or activity, as it pertains to what is subject to Title IX regulations.**
3. **How to conduct an investigation and grievance process for formal complaints, including examination of evidence, drafting written determinations, handling appeals and informal resolution processes, as applicable.**
4. **How to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest and bias.**
5. **Use of relevant technology.**
6. **Issues of relevance including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant.**
7. **Issues of relevance, weight of evidence and application of standard of proof and drafting investigative reports that fairly summarize relevant evidence.**
8. **How to address complaints when the alleged conduct does not qualify as Title IX sexual harassment but could be addressed under another complaint process or Board policy.**

All training materials shall promote impartial investigations and adjudications of formal complaints of Title IX sexual harassment without relying on sex stereotypes.

All training materials shall be posted on the district's website.

Disciplinary Consequences

A student who is determined to be responsible for violation of this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include but is not limited to:[17][18][19]

1. {X} **Loss of school privileges.**
2. {X} **Permanent transfer to another school building, classroom or school bus.**
3. {X} **Exclusion from school-sponsored activities.**
4. {X} **Detention.**
5. {X} **Suspension.**
6. {X} **Expulsion.**
7. {X} **Referral to law enforcement officials.**

An employee who violates this policy shall be subject to appropriate disciplinary action consistent with the applicable Board policy, collective bargaining agreement and individual contract, up to and including dismissal and/or referral to law enforcement officials.[20][36]

Reports of Discrimination

Any reports of discrimination that are reviewed by the Title IX Coordinator and do not meet the definition of Title IX sexual harassment but are based on race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability shall follow the Discrimination Complaint Procedures in Attachment 2 to this policy.

Reports of Title IX Sexual Harassment

Any reports deemed by the Title IX Coordinator to meet the definition of sexual harassment under Title IX shall follow the Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints in Attachment 3 to this policy.

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103-Attach 1 Report Form.pdf (155 KB)

103-Attach 2 Discrimination.docx (40 KB)

103-Attach 3 Title IX.docx (77 KB)

103-Attach 4 ConfidentialityTemplateLetter.docx (21 KB)



Book	Policy Manual
Section	100 Programs
Title	Discrimination/Title IX Sexual Harassment Affecting Staff
Code	104 Vol IV 2020
Status	First Reading

Legal

1. 43 P.S. 336.3
2. 43 P.S. 951 et seq
3. 34 CFR Part 106
4. 20 U.S.C. 1681 et seq
5. 29 U.S.C. 206
6. 29 U.S.C. 621 et seq
7. 29 U.S.C. 794
8. 42 U.S.C. 1981 et seq
9. 42 U.S.C. 2000e et seq
10. 42 U.S.C. 2000ff et seq
11. 42 U.S.C. 12101 et seq
12. U.S. Const. Amend. XIV, Equal Protection Clause
13. Pol. 317
14. Pol. 317.1
15. Pol. 806
16. Pol. 824
17. 20 U.S.C. 1232g
18. 34 CFR 106.44
19. 34 CFR 106.45
20. 34 CFR 106.71
21. 34 CFR Part 99
22. 34 CFR 106.30
23. 34 U.S.C. 12291
24. 20 U.S.C. 1092
25. 34 CFR 106.8
- 16 PA Code 44.1 et seq
- 18 Pa. C.S.A. 2709
- 28 CFR 35.140
- 28 CFR Part 41
- 29 CFR Parts 1600-1691
- EEOC Enforcement Guidance on Harris v. Forklift Sys., Inc., November 9, 1993
- EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 18, 1999
- EEOC Policy Guidance on Current Issues of Sexual Harassment, March 19, 1990
- Burlington Industries, Inc. v. Ellerth, 524 U.S. 742 (1998)
- Faragher v. City of Boca Raton, 524 U.S. 775 (1998)
- Pol. 320
- Pol. 815
- Pol. 832

Authority

The Board declares it to be the policy of this district to provide to all persons equal access to all categories of employment in this district, regardless of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, genetic information, pregnancy or handicap/disability. The district shall make reasonable accommodations for identified physical and mental impairments that constitute disabilities, consistent with the requirements of federal and state laws and regulations. [1][2][3][4][5][6][7][8][9][10][11][12][13][14][15][16]

The Board also declares it to be the policy of this district to comply with federal law and regulations under Title IX prohibiting sexual harassment, which is a form of unlawful discrimination on the basis of sex. Such discrimination shall be referred to throughout this policy as Title IX sexual harassment. Inquiries regarding the application of Title IX to the district may be referred to the Title IX Coordinator, to the Assistant Secretary for Civil Rights of the U.S. Department of Education, or both.

The Board directs that the foregoing statement of Board policy be included in each student and staff handbook, and that this policy and related attachments be posted to the district's website.

The Board requires a notice stating that the district does not discriminate in any manner, including Title IX sexual harassment, in any district education program or activity, to be issued to all students, parents/guardians, employment applicants, employees and all unions or professional organizations holding collective bargaining or professional agreements with the district. All discrimination notices and information shall include the title, office address, telephone number and email address of the individual(s) designated as the Compliance Officer and Title IX Coordinator.

Reports of Title IX Sexual Harassment and Other Discrimination and Retaliation

The Board encourages employees and third parties who believe they or others have been subject to **Title IX sexual harassment, other discrimination or retaliation** to promptly report such incidents to **the building principal or building administrator. A person who is not an intended victim or target of discrimination but is adversely affected by the offensive conduct may file a report of discrimination.**

If the building principal or building administrator is the subject of a complaint, the complainant or the individual making the report shall direct the report of the incident to the Title IX Coordinator.

The complainant or **the individual making the report may use the Discrimination/Sexual Harassment/Retaliation Report Form attached to this policy for purposes of reporting an incident or incidents in writing**; however, **verbal reports of an incident or incidents** shall be accepted, documented and the procedures of this policy and the relevant attachments followed.

The building principal or building administrator shall promptly notify the Title IX Coordinator of all reports of discrimination, Title IX sexual harassment or retaliation. The Title IX Coordinator shall promptly contact the complainant regarding the report to gather additional information as necessary, and to discuss the availability of supportive measures. The Title IX Coordinator shall consider the complainant's wishes with respect to supportive measures.

The Title IX Coordinator shall conduct an assessment to determine whether the reported circumstances are most appropriately addressed through the Discrimination Complaint Procedures prescribed in Attachment 2 to this policy, or if the reported circumstances meet the definition of Title IX sexual harassment and are most appropriately addressed through the Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints in Attachment 3, or other Board policies.

Disciplinary Procedures when Reports Allege Title IX Sexual Harassment

When a report alleges Title IX sexual harassment, disciplinary sanctions may not be imposed until the completion of the grievance process for formal complaints outlined in Attachment 3. The

district shall presume that the respondent is not responsible for the alleged conduct until a determination has been made at the completion of the grievance process for formal complaints.

Administrative Leave –

When an employee, based on an individualized safety and risk analysis, poses an immediate threat to the health or safety of any student or other individual, the employee may be removed on an emergency basis.

An accused, nonstudent district employee may be placed on administrative leave during the pendency of the grievance process for formal complaints, consistent with all rights under Section 504 of the Rehabilitation Act and the Americans with Disabilities Act, and in accordance with state law and regulations, Board policy and an applicable collective bargaining agreement or individual contract.

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a **report, and the investigation **related to any form of discrimination or retaliation, including Title IX sexual harassment**, shall be handled in accordance with **applicable law, regulations**, this policy, **the attachments** and the district's legal and investigative obligations.**[17][18][19][20][21]****

Retaliation

The Board prohibits retaliation by **the district or any other person against any person for:**[20]****

- 1. Reporting **or making a formal complaint** of **any form of discrimination or retaliation, including Title IX sexual harassment**.**
- 2. **Testifying, assisting**, participating **or refusing to participate** in a related investigation, **process or other proceeding** or hearing.**
- 3. **Acting in opposition to** practices the person reasonably believes to be discriminatory.**

The district, its employees and others are prohibited from intimidating, threatening, coercing, or discriminating against anyone for actions described above. Individuals are encouraged to contact the Title IX Coordinator immediately if they believe retaliation has occurred.

Definitions

Complainant shall mean an individual who is alleged to be the victim.

Respondent shall mean an individual alleged to be the perpetrator of the discriminatory conduct.

Discrimination

Discrimination shall mean to treat individuals differently, or to harass or victimize based on a **protected classification including race, color, age, creed, religion, sex, sexual orientation, **genetic information**, ancestry, national origin, marital status, pregnancy, **or** handicap/disability.**

Harassment is a form of discrimination based on the protected classifications listed in this policy **consisting of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's school or school-related work performance, including when:**[9]****

- 1. Submission to such conduct is made explicitly or implicitly a term or condition of an employee's status;**
or

2. Submission to or rejection of such conduct is used as the basis for employment-related decisions affecting an employee; or
3. Such conduct is sufficiently severe, persistent or pervasive that a reasonable person in the complainant's position would find that it unreasonably interferes with the complainant's performance at work or otherwise creates an intimidating, hostile, or offensive working environment such that it alters the complainant's working conditions.

Definitions Related to Title IX Sexual Harassment

Formal complaint shall mean a document filed by a complainant or signed by the Title IX Coordinator alleging Title IX sexual harassment and requesting that the district investigate the allegation under the grievance process for formal complaints. The authority for the Title IX Coordinator to sign a formal complaint does not make the Title IX Coordinator a party in the grievance process for formal complaints. The phrase "document filed by a complainant" refers to a document or electronic submission that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint.[19][22]

Supportive measures shall mean nondisciplinary, nonpunitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed.[22]

Supportive measures shall be designed to restore or preserve equal access to the educational program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the educational environment, or to deter sexual harassment. Supportive measures may include, but are not limited to:[22]

1. **Counseling or Employee Assistance Program.**
2. **Extensions of deadlines or other course-related adjustments.**
3. **Modifications of work or class schedules.**
4. **Campus escort services.**
5. **Mutual restrictions on contact between the parties.**
6. **Changes in work locations.**
7. **Leaves of absence.**
8. **Increased security.**
9. **Monitoring of certain areas of the campus.**
10. **Assistance from domestic violence or rape crisis programs.**
11. **Assistance from community health resources including counseling resources.**

Title IX sexual harassment means conduct on the basis of sex that satisfies one or more of the following:[22]

1. **A district employee conditioning the provision of an aid, benefit, or district service on an individual's participation in unwelcome sexual conduct, commonly referred to as *quid pro quo sexual harassment*.**
2. **Unwelcome conduct determined by a reasonable person to be so severe, pervasive and objectively offensive that it effectively denies a person equal access to a district education program or activity.**

3. **Sexual assault, dating violence, domestic violence or stalking.**

- a. ***Dating violence*** means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship is determined by the following factors:[23]
 - i. **Length of relationship.**
 - ii. **Type of relationship.**
 - iii. **Frequency of interaction between the persons involved in the relationship.**
- b. ***Domestic violence*** includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving federal funding, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.[23]
- c. ***Sexual assault*** means a sexual offense under state or federal law that is classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.[24]
- d. ***Stalking***, under Title IX means stalking on the basis of sex, for example when the stalker desires to date a victim. Stalking means to engage in a course of conduct directed at a specific person that would cause a reasonable person to either:[23]
 - i. **Fear for their safety or the safety of others.**
 - ii. **Suffer substantial emotional distress.**

Such conduct must have taken place during a district education program or activity and against a person in the United States to qualify as sexual harassment under Title IX. An education program or activity includes the locations, events or circumstances over which the district exercises substantial control over both the respondent and the context in which the harassment occurs. Title IX applies to all of a district's education programs or activities, whether such programs or activities occur on-campus or off-campus.[18][19][22]

Delegation of Responsibility

In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the [25]

{X} Superintendent as the district's Compliance Officer and Middle School Principal as the district's Title IX Coordinator.

The Compliance Officer can be contacted at:

Address: 1 Blue Devil Way, Sharpsville, PA 16150

Email: ComplianceOfficer@sasdpride.org

Phone Number: 724-962-8300 Ext 4104

The Title IX Coordinator can be contacted at:

Address: 303 Blue Devil Way, Sharpsville, PA 16150

Email: TitleIXOfficer@sasdpride.org

Phone Number: 724-962-8300 Ext. 2850

The Compliance Officer **and Title IX Coordinator** shall **fulfill designated responsibilities** to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures and to monitor the implementation of **the district's** nondiscrimination procedures in the following areas, **as appropriate**:

1. Review - Review of personnel practices and actions for discriminatory bias and compliance with laws against discrimination to include monitoring and recommending corrective measures when appropriate to written position qualifications, job descriptions and essential job functions; recruitment materials and practices; procedures for screening applicants; application and interviewing practices for hiring and promotions; district designed performance evaluations; review of planned employee demotions, non-renewal of contracts, and proposed employee disciplinary actions up to and including termination.
2. Training - **Provide** training for supervisors and staff to prevent, identify and alleviate problems of employment discrimination.
3. Resources - Maintain and provide information to staff on resources available to alleged victims in addition to the school complaint procedure **or Title IX procedures**, such as making reports to the police, available **supportive measures such as** assistance from domestic violence or rape crisis programs, and community health resources including counseling resources.
4. **Reports/Formal** Complaints - Monitor and provide technical assistance to **individuals involved in managing informal reports and formal** complaints.

Guidelines

Title IX Sexual Harassment Training Requirements

The Compliance Officer and Title IX Coordinator, investigator(s), decision-maker(s), or any individual designated to facilitate an informal resolution process related to Title IX sexual harassment shall receive the following training, as required or appropriate to their specific role:

1. Definition of sexual harassment.
2. Scope of the district's education program or activity, as it pertains to what is subject to Title IX regulations.
3. How to conduct an investigation and grievance process for formal complaints, including examination of evidence, drafting written determinations, handling appeals and informal resolution processes, as applicable.
4. How to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest and bias.
5. Use of relevant technology.
6. Issues of relevance including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant.
7. Issues of relevance, weight of evidence and application of standard of proof and drafting investigative reports that fairly summarize relevant evidence.
8. How to address complaints when the alleged conduct does not qualify as Title IX sexual harassment but could be addressed under another complaint process or Board policy.

All training materials shall promote impartial investigations and adjudications of formal complaints of Title IX sexual harassment without relying on sex stereotypes.[13][14]

All training materials shall be posted on the district's website.

Disciplinary Consequences

An employee who violates this policy shall be subject to appropriate disciplinary action consistent with the applicable Board policy, collective bargaining agreement and individual contract, up to and including dismissal and/or referral to law enforcement officials.

Reports of Discrimination

Any reports of discrimination that are reviewed by the Title IX Coordinator and do not meet the definition of Title IX sexual harassment but are based on race, color, age, creed, religion, sex, sexual orientation, ancestry, genetic information, national origin, marital status, pregnancy or handicap/disability shall follow the Discrimination Complaint Procedures in Attachment 2 to this policy.

Reports of Title IX Sexual Harassment

Any reports deemed by the Title IX Coordinator to meet the definition of sexual harassment under Title IX shall follow the Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints in Attachment 3 to this policy.

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104-Attach 1 Report Form.pdf (143 KB)

104-Attach 2 Discrimination.docx (40 KB)

104-Attach 3 Title IX.docx (76 KB)



Book	Policy Manual
Section	100 Programs
Title	Lesson Plans
Code	111 Vol V 2020
Status	First Reading
Legal	1. 24 P.S. 510 Pol. 113 Pol. 814 Pol. 815

Authority

To ensure consistency and continuity of instruction, the Board requires professional staff members to develop and maintain daily lesson plans.[1]

Delegation of Responsibility

To facilitate more effective instruction, lesson plans must be prepared at least _____ in advance and submitted to the building principal for review.

Lesson plans shall be inspected and must conform to the guidelines established by the

{x} building principal.

{ } department chairperson.

{ } Superintendent.

Teachers shall make thorough preparation for all daily lessons and shall prepare **plans** reflecting such preparation.

{ } Lesson plans shall be completed and submitted in the designated online platform(s) for review.

Teachers are to provide adequate directions for substitutes, the purpose of which shall be to continue the instructional program or provide a meaningful educational alternative that relates to the subject area.

Lesson plans must be available **for immediate access by assigned** substitute teachers.

Guidelines

Guidelines for implementation of this policy shall include:

1. {X} Lesson plans may be prepared on master sheets **or online templates**.
2. {x} The format for lesson plans shall be decided at the building level **or grade level**.
3. {X} While teachers are required to be thoroughly prepared for each daily lesson, plans may be prepared for each lesson or on a long-term basis, i.e. unit of work, whichever is most appropriate.
4. {X} Material to be used in a lesson, such as **printed or digital** material and audiovisual resources may serve as an integral part of the plan.
5. {x} Lesson plans for individualized programs should reflect a general overview and purpose of the instructional program; individual student **plans or** records may serve as an integral part of the lesson plan.

PSBA Revision 8/20 © 2020 PSBA



Book	Policy Manual
Section	100 Programs
Title	Discipline of Students With Disabilities
Code	113.1 Vol VI 2020
Status	First Reading
Legal	<ol style="list-style-type: none"> 1. 22 PA Code 14.133 2. Pol. 113 3. Pol. 113.2 4. 22 PA Code 14.143 5. 34 CFR 300.530 6. Pol. 218 7. Pol. 233 8. Pol. 832 9. 22 PA Code 12.6 10. 20 U.S.C. 1415 11. 20 U.S.C. 1412 12. 34 CFR 300.536 13. 34 CFR 300.532 14. 34 CFR 300.533 15. 34 CFR 300.534 16. 18 U.S.C. 930 17. Pol. 218.1 18. 21 U.S.C. 812 19. Pol. 227 20. 18 U.S.C. 1365 21. 24 P.S. 1303-A 22. 22 PA Code 10.2 23. 35 P.S. 780-102 24. 24 P.S. 1302.1-A 25. 22 PA Code 10.21 26. 22 PA Code 10.22 27. 22 PA Code 10.23 28. 22 PA Code 10.25 29. 22 PA Code 14.104 30. 34 CFR 300.535

31. Pol. 103.1
32. Pol. 113.3
33. Pol. 218.2
34. Pol. 222
35. Pol. 805.1
36. 20 U.S.C. 1232g
37. 34 CFR Part 99
38. Pol. 113.4
39. Pol. 216
24 P.S. 510
20 U.S.C. 1400 et seq
34 CFR Part 300

Purpose

The district shall develop and implement Positive Behavior Support Plans and programs for students with disabilities who require specific interventions to address behaviors that interfere with learning.[1][2][3]

Students with disabilities who violate the Code of Student Conduct, or engage in inappropriate behavior, disruptive or prohibited activities and/or actions injurious to themselves or others, which would typically result in corrective action or discipline of students without disabilities, shall be disciplined in accordance with state and federal laws and regulations and Board policy and, if applicable, their Individualized Education Program (IEP) and **Positive** Behavior Support Plan.[1][4][5][6][7][8]

Definitions

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.[2]

Suspensions from school - disciplinary exclusions from school for a period of one (1) to ten (10) consecutive school days.[7][9]

Expulsions from school - disciplinary exclusions from school by the Board for a period exceeding ten (10) consecutive school days and may include permanent exclusion from school.[7][9]

Interim alternative educational settings - removal of a student with a disability from **the student's** current placement. Interim alternative educational settings may be used by school personnel for up to forty-five (45) school days for certain infractions committed by students with disabilities. The IEP team shall determine the interim alternative educational setting; however, this does not constitute a change in placement for a student with a disability.[5][10]

Authority

The Board directs that the district shall comply with provisions and procedural safeguards of the Individuals With Disabilities Education Act (IDEA) and federal and state regulations when disciplining students with disabilities for violations of Board policy or district rules or regulations. No student with a disability shall be subjected to a disciplinary change in placement if the student's particular misconduct is a manifestation of **the student's** disability. However, under certain circumstances a student with a disability may be placed in an interim alternative educational setting by school personnel or the IEP team could, if appropriate, change the student's educational placement to one which is more restrictive than the placement where the misconduct occurred.[4][5][10]

Provision of Education During Disciplinary Exclusions

During any period of expulsion, or suspension from school for more than ten (10) cumulative days in a year, or placement in an interim alternative educational setting for disciplinary reasons, a student with a disability shall continue to receive a free and appropriate **public** education (**FAPE**), in accordance with law.[5][9][11]

Suspension From School

A student with a disability may be suspended for ten (10) consecutive and fifteen (15) cumulative days of school per school year, for the same reasons and duration as a student without a disability. Such suspension shall not constitute a change in the student's educational placement.[4][5][9][10][12]

Changes in Educational Placement/Manifestation Determinations

For disciplinary exclusions which constitute a change in educational placement, the district shall first determine whether the student's behavior is a manifestation of **the student's** disability. Expulsion, or exclusion from school for more than fifteen (15) cumulative days in a year, or patterns of suspensions for substantially identical behaviors, constitute changes in educational placements requiring a manifestation determination. For students with intellectual disability, any disciplinary suspension or expulsion is a change in educational placement.[4][5]

A student with a disability whose behavior is not a manifestation of **the student's** disability may be disciplined in accordance with Board policy, district rules and regulations in the same manner and to the same extent as students without disabilities.[4][5][6][7]

Parent/Guardian Appeals From Disciplinary Actions/Request for Hearing by District for Students Who Are a Danger to Themselves or Others

A due process hearing may be requested by a parent/guardian of a student with a disability who disagrees with a disciplinary placement or manifestation determination, or by the district if the district believes that the current placement is substantially likely to result in injury to the student or others. On parent/guardian appeal, or when the district requests a due process hearing, the hearing officer may return the student to the placement from which **the student** was removed or order **the student's** removal to an appropriate interim alternative educational setting for up to forty-five (45) school days if the hearing officer determines that maintaining **the student's** current placement is substantially likely to result in an injury to the student or others.[10][13]

Placement during appeals of disciplinary actions shall be in the interim alternative educational setting pending the decision of the hearing officer or expiration of the time period set for the disciplinary exclusion from the student's regular placement unless the district and the parent/guardian agree otherwise.[10][14]

Students Not Identified as Disabled/Pending Evaluation

Students who have not been identified as disabled may be subject to the same disciplinary measures applied to students without disabilities if the district did not have knowledge of the disability. If a request for evaluation is made during the period the student is subject to disciplinary measures, the evaluation shall be expedited.[10][15]

Administrative Removal to Interim Alternative Educational Setting for Certain Infractions

School personnel may remove a student with a disability, including intellectual disability, to an interim alternative educational setting for not more than forty-five (45) school days without regard to whether the behavior is determined to be a manifestation of the student's disability if the student:[5][10]

1. Carries a weapon to or possesses a weapon at school, on school property, or at school functions under the jurisdiction of the district. For purposes of this provision, **weapon** is defined as a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade

of less than two and one-half (2 ½) inches in length.[5][10][16][17]

2. Knowingly possesses or uses illegal drugs, as defined by law, or sells or solicits the sale of a controlled substance, as defined by law, while at school, on school property, or at school functions under the jurisdiction of the district.[5][10][18][19]
3. Has inflicted serious bodily injury upon another person while at school, on school property, or at school functions under the jurisdiction of the district. For purposes of this provision, **serious bodily injury** means bodily injury which involves a substantial risk of death, extreme physical pain, protracted and obvious disfigurement, or protracted loss or impairment of the function of a bodily member, organ or mental faculty.[5][10][20]

Referral to Law Enforcement and Reporting Requirements

For reporting purposes, the term **incident** shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act.[21][22][23]

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity by a student with a disability, including a student for whom an evaluation is pending, to the local police department that has jurisdiction over the school's property, in accordance with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies. The Superintendent or designee shall respond to such incidents in accordance with the district's Special Education Plan and, if applicable, the procedures, methods and techniques defined in the student's **Positive** Behavior Support Plan.[1][2][3][6][10][17][19][22][24][25][26][27][28][29][30][31][32][33][34][35]

For a student with a disability who does not have a **Positive** Behavior Support Plan, subsequent to notification to law enforcement, the district shall convene the student's IEP team to consider whether a **Positive** Behavior Support Plan should be developed to address the student's behavior, in accordance with law, regulations and Board policies.[1][3][27][32]

When reporting an incident committed by a student with a disability to the appropriate authorities, the district shall provide the information required by state and federal laws and regulations and shall ensure that copies of the special education and disciplinary records of the student are transmitted for consideration by these authorities. The district shall **ensure compliance with the Family Educational Rights and Privacy Act when transmitting copies of the student's special education and disciplinary records.**[10][22][25][26][27][30][35][36][37][38][39]

In accordance with state law, the Superintendent shall annually, by July 31, report to the Office for Safe Schools on the required form all new incidents committed by students with disabilities, including students for whom an evaluation is pending, which occurred on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity.[21][35]



Book	Policy Manual
Section	100 Programs
Title	Behavior Support
Code	113.2 Vol VI 2020
Status	First Reading

Legal

1. 22 PA Code 14.133
2. 22 PA Code 14.145
3. 20 U.S.C. 1414
4. 34 CFR 300.114
5. 34 CFR 300.324
6. 20 U.S.C. 1415
7. 34 CFR 300.34
8. 34 CFR 300.530
9. Pol. 113
10. Pol. 113.1
11. Pol. 113.3
12. 22 PA Code 14.143
13. 24 P.S. 1302.1-A
14. 22 PA Code 10.2
15. 22 PA Code 10.21
16. 22 PA Code 10.22
17. 22 PA Code 10.23
18. 22 PA Code 10.25
19. 22 PA Code 14.104
20. 34 CFR 300.535
21. Pol. 103.1
22. Pol. 218
23. Pol. 218.1
24. Pol. 218.2
25. Pol. 222
26. Pol. 227
27. Pol. 805.1
- 24 P.S. 1303-A
- 20 U.S.C. 1400 et seq
- 34 CFR Part 300

Pennsylvania Training and Technical Assistance Network, Question and Answer Compendium,
January 2020

Purpose

Students with disabilities shall be educated in the least restrictive environment **(LRE) in accordance with their Individualized Education Program (IEP)**, and shall only be placed in settings other than the regular education class when the nature or severity of the student's disability is such that education in the regular education class with the use of appropriate supplementary aids and services cannot be achieved satisfactorily **and cannot meet the needs of the student**. The IEP team for a student with a disability shall develop a Positive Behavior Support Plan if the student requires specific intervention to address behavior that interferes with learning. The identification, evaluation, and plan or program shall be conducted and implemented in accordance with state and federal laws and regulations.[1][2][3][4][5]

Authority

The Board directs that the district's behavior support programs shall be based on positive rather than negative behavior techniques to ensure that students shall be free from demeaning treatment and unreasonable use of restraints or other aversive techniques. The use of restraints shall be considered a measure of last resort and shall only be used after other less restrictive measures, including de-escalation techniques. Behavior support programs and plans shall be based on a functional **behavioral assessment** and shall include a variety of research-based techniques to develop and maintain skills that will enhance students' opportunity for learning and self-fulfillment.[1][3][5][6][7][8][9][10][11]

Definitions

The following terms shall have these meanings, unless the context clearly indicates otherwise.[1]

Aversive techniques - deliberate activities designed to establish a negative association with a specific behavior.

Behavior support - development, change and maintenance of selected behaviors through the systematic application of behavior change techniques.

Positive Behavior Support Plan or Behavior Intervention Plan - plan for students with disabilities who require specific intervention to address behavior that interferes with learning. A Positive Behavior Support Plan shall be developed by the IEP team, be based on a functional behavioral assessment, and become part of the individual student's IEP. These plans must include methods that use positive reinforcements, other positive techniques and related services required to assist a student with a disability to benefit from special education.

Positive techniques - methods that utilize positive reinforcement to shape a student's behavior, ranging from the use of positive verbal statements as a reward for good behaviors to specific tangible rewards.

Restraints - application of physical force, with or without the use of any device, designed to restrain free movement of a student's body, excluding the following:

1. Briefly holding a student, without force, to calm or comfort **the student**.
2. Guiding a student to an appropriate activity.
3. Holding a student's hand to escort **the student** safely from one area to another.
4. Hand-over-hand assistance with feeding or task completion.
5. Techniques prescribed by a qualified medical professional for reasons of safety or for therapeutic or medical treatment, as agreed to by the student's parents/guardians and specified in the IEP.
6. Mechanical restraints governed by this policy, such as devices used for physical or occupational therapy, seatbelts in wheelchairs or on toilets used for balance and safety, safety harnesses in buses, and functional positioning devices.

Seclusion - confinement of a student in a room, with or without staff supervision **in the same room at all times**, in order to provide a safe environment to allow the student to regain self-control.

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.[9]

Delegation of Responsibility

The Superintendent or designee shall ensure that this Board policy is implemented in accordance with federal and state laws and regulations.

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

The Superintendent or designee shall provide regular training and retraining of staff in the use of specific procedures, methods and techniques, including **de-escalation techniques, emergency responses, restraints and seclusions**, that will be used to implement positive behavior supports or interventions in accordance with students' IEPs, **Positive Behavior Support Plans** and Board policy.[1]

The Superintendent or designee shall maintain and report data on the use of restraints, as required. Such report shall be readily available for review during the state's cyclical compliance monitoring. Procedures shall be established requiring reports **to** be made to the district by entities educating students with disabilities who attend programs or classes outside the district, including private schools, agencies, intermediate units and **career and technical** schools.[1]

Guidelines

Development of a separate **Positive** Behavior Support Plan is not required when appropriate positive behavioral interventions, strategies and supports can be incorporated into a student's IEP.[1][5]

When an intervention is necessary to address problem behavior, the **positive techniques and** types of intervention chosen for a student shall be the least intrusive necessary.

Physical Restraints

Restraints to control acute or episodic aggressive behavior may be used only when the student is acting in a manner that presents a clear and present danger to the student, other students or employees, and only when less restrictive measures and techniques have proven to be or are less effective.[1]

The Director of Special Education or designee shall notify the parent/guardian as soon as practicable of the use of restraints to control the aggressive behavior of the student and shall convene a meeting of the IEP team within ten (10) school days of the use of restraints, unless the parent/guardian, after written notice, agrees in writing to waive the meeting. At this meeting, the IEP team shall consider whether the student needs a functional behavioral assessment, re-evaluation, a new or revised Positive Behavior Support Plan, or a change of placement to address the inappropriate behavior.[1]

The use of restraints shall not be included in the IEP for the convenience of staff, as a substitute for an educational program, or employed as punishment. Restraints may be included in an IEP **with parental consent** only if:[1]

1. The restraint is used with specific component elements of a Positive Behavior Support Plan.
2. The restraint is used in conjunction with teaching socially appropriate alternative skills or behaviors.
3. Staff are authorized to use the restraint and have received appropriate training.
4. **Positive** Behavior Support Plan includes efforts to eliminate the use of restraints.

Mechanical Restraints

Mechanical restraints, which are used to control involuntary movement or lack of muscular control of **a student** when due to organic causes or conditions, may be employed only when specified by an IEP and as determined by a medical professional qualified to make the determination, and as agreed to by the student's parents/guardians.[1]

Mechanical restraints shall prevent a student from injuring **the student** or others, or promote normative body positioning and physical functioning.

Seclusion

The district permits involuntary seclusion of a student **for a limited period of time** in accordance with the student's IEP or in an emergency to prevent immediate or imminent injury to the student or others, but the

seclusion must be the least restrictive alternative. **District staff shall provide continuous supervision of students in seclusion, which need not always involve presence of staff within the same room.**

The district prohibits the seclusion of students in locked rooms, locked boxes and other structures or spaces from which the student cannot readily exit.[1]

Aversive Techniques

The following aversive techniques of handling behavior are considered inappropriate and shall not be used in educational programs:[1]

1. Corporal punishment.
2. Punishment for a manifestation of a student's disability.
3. Locked rooms, locked boxes, other locked structures or spaces from which the student cannot readily exit.
4. Noxious substances.
5. Deprivation of basic human rights, such as withholding meals, water or fresh air.
6. Suspensions constituting a pattern as defined in state regulations.[12]
7. Treatment of a demeaning nature.
8. Electric shock.
9. Methods implemented by untrained personnel.
10. Prone restraints, which are restraints by which a student is held face down on the floor.

Referral to Law Enforcement

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity by a student with a disability, including a student for whom an evaluation is pending, to the local police department that has jurisdiction over the school's property, in accordance with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies. The Superintendent or designee shall respond to such incidents in accordance with the district's Special Education Plan and, if applicable, the procedures, methods and techniques defined in the student's **Positive** Behavior Support Plan.[1][6][9][10][13][14][15][16][17][18][19][20][21][22][23][24][25][26][27]

For a student with a disability who has a Positive Behavior Support Plan at the time of referral, subsequent to notification to law enforcement, **the district shall convene the student's IEP team and an updated functional behavioral assessment and Positive Behavior Support Plan shall be required.**[1][11][17]

If, as a result of such referral, the student is detained or otherwise placed in a residential setting located outside the district, the Director of Special Education or designee shall ensure that the responsible school district or intermediate unit is informed of the need to update the student's functional behavioral assessment and **Positive** Behavior Support Plan.[1]

For a student with a disability who does not have a **Positive** Behavior Support Plan, subsequent to notification to law enforcement, the district shall convene the student's IEP team to consider whether a **Positive** Behavior Support Plan should be developed to address the student's behavior, in accordance with law, regulations and Board policy.[1][17]

Relations With Law Enforcement

The district shall provide a copy of its administrative regulations and procedures for behavior support, developed in accordance with the Special Education Plan, to each local police department that has jurisdiction over school property. Updated copies shall be provided each time the administrative regulations and procedures for behavior support are revised by the district.[9][17][19][27]

The district shall invite representatives of each local police department that has jurisdiction over school property to participate in district training on the use of positive behavior supports, de-escalation techniques and appropriate responses to student behavior that may require intervention, as included in the district's Special Education Plan and positive behavior support program.[1][9][17][19][27]

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Book	Policy Manual
Section	100 Programs
Title	Confidentiality of Special Education Student Information
Code	113.4 Vol VI 2020
Status	First Reading
Legal	<ol style="list-style-type: none">1. Pol. 1132. Pol. 2163. 34 CFR 300.611-300.6274. 34 CFR 300.5205. 34 CFR 300.6256. 34 CFR 300.6117. 34 CFR 99.38. 20 U.S.C. 1232g9. 34 CFR 300.3210. 34 CFR 300.61311. 34 CFR 99.1012. 34 CFR 99.413. 34 CFR 300.61514. 34 CFR 99.1215. 34 CFR 300.61616. 34 CFR 300.61717. 34 CFR 99.1118. 34 CFR 300.61419. 34 CFR 300.61820. 34 CFR 99.2021. 34 CFR 300.510-300.51622. 34 CFR 300.61923. 34 CFR 99.2124. 34 CFR 300.62125. 34 CFR 99.2226. 34 CFR 300.62027. 34 CFR 300.62328. 34 CFR 300.62429. 34 CFR 99.3030. 34 CFR 99.31

31. 34 CFR 300.154

32. 34 CFR 300.622

33. Pol. 113.1

34. Pol. 113.2

35. 22 PA Code 10.2

36. 22 PA Code 10.21

37. 22 PA Code 10.22

38. 22 PA Code 10.23

39. 20 U.S.C. 1415

40. 34 CFR 300.535

41. 34 CFR Part 99

42. Pol. 805.1

20 U.S.C. 1400 et seq

34 CFR Part 300

Bureau of Special Education Letter to School Entities on Retention of Records, Dated November 9, 2009

Pennsylvania Department of Education Individuals With Disabilities Education Act Part B LEA Policies and Procedures under 34 CFR §§300.101 - 300.176 (2018)

Pol. 113.3

Authority

The Board recognizes the need to protect the confidentiality of personally identifiable information in the education records of students with disabilities.[1][2]

The district shall maintain a system of safeguards to protect the confidentiality of students' educational records and personally identifiable information when collecting, retaining, disclosing and destroying student special education records, in accordance with Board policy, state requirements, and federal and state law and regulations.[2][3]

The rights provided by this policy apply to parents/guardians of students who receive special education programming and services from the district or an outside program provided through the district.[4][5]

Definitions

Destruction shall mean the physical destruction or removal of personal identifiers from information so that the information is no longer personally identifiable.[6]

Disclosure shall mean to permit access to or the release, transfer, or other communication of personally identifiable information contained in education records by any means, including oral, written, or electronic means, to any party except the party identified as the party that provided or created the record.[7]

Education records, for purposes of this policy, shall include the records and information covered under the definition of education records in the Family Educational Rights and Privacy Act (FERPA) and its implementing regulations.[2][7][8]

Personally identifiable information includes, but is not limited to:[7][9]

1. The name of a student, the student's parents/guardians or other family members.

2. The address of the student or student's family.
3. A personal identifier, such as the student's social security number, student number, or biometric record.
4. Other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name.
5. Other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty.
6. Information requested by a person who the district reasonably believes knows the identity of the student to whom the education record relates.

Guidelines

Parental Access Rights

The district shall permit parents/guardians to inspect and review any education records relating to their child(ren) that are collected, retained, or used by the district in connection with providing special education services to the student.[10][11]

The district shall comply with a parental request to inspect and review education records without unnecessary delay and before any meeting regarding an Individualized Education Program (IEP); any impartial due process hearing relating to the identification, evaluation, educational placement, or the provision of a free and appropriate public education (FAPE) to a student; a hearing related to the discipline of the student; and a resolution meeting.

The district shall presume a parent/guardian has authority to inspect and review records relating to **their** child unless it has been provided documentation that the requesting parent/guardian does not have this authority under applicable state law.[10][12]

The district shall comply with a parental request for review within forty-five (45) days following receipt of the request.[10][11]

A parent's/guardian's right to inspect and review education records includes the right to:

1. A response from the district to reasonable requests for explanations and interpretations of the records;
2. Request that the district provide copies of the records if failure to provide copies would effectively prevent the parent/guardian from exercising the right to inspect and review the records; and
3. Have a representative inspect and review the records.

If an education record includes information on more than one (1) student, the parents/guardians shall have access only to the information relating to their child or shall be informed of the information in the record.[13][14]

The district shall provide parents/guardians, upon request, a list of the types and locations of education records collected, maintained, or used by the district.[15]

Fees

The district may charge a fee for copies of records that are made for parents/guardians so long as the fee does not effectively prevent parents/guardians from exercising their right to inspect and review those records.[16][17]

The district shall not charge a fee to search for or to retrieve information in response to a parental request.

Record of Access

The district shall keep a record of parties obtaining access to education records collected, maintained, or used in providing special education **and related services** to students with disabilities, except access by parents/guardians and authorized district employees.[18]

The district's record of access shall include the name of the party, the date access was given, and the purpose for which the party is authorized to use the records.

Amendment of Records Upon Parental Request

If a parent/guardian believes that information in the student's education records is inaccurate, misleading or violates the privacy or other rights of the student, the parent/guardian may request that the district amend the information.[19][20]

The district shall decide whether to amend the information within a reasonable period of time from receipt of the request.

If the district declines to amend the information in accordance with a parental request, the district shall inform the parent/guardian of the refusal and advise the parent/guardian of the right to a hearing.

Records Hearing

The district shall, on request, provide parents/guardians with an opportunity for a hearing to challenge information in the student's education records to ensure that the information is not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights. The district recognizes that parents/guardians who believe that there is a due process violation relating to an alleged violation of confidentiality may also request a special education due process hearing.[21][22][23]

Hearing Procedures

A hearing to challenge information in education records must meet the following requirements:[24][25]

1. The district shall hold the hearing within a reasonable time after receiving the request for a hearing.
2. The district shall give the parent/guardian reasonable advanced written notice of the date, time, and place of the hearing.
3. The hearing may be conducted by any individual, including a district official, who does not have a direct interest in the outcome of the hearing.
4. The district shall give the parent/guardian a full and fair opportunity to present relevant evidence. The parent/guardian may, at **their** own expense, be assisted or represented by one (1) or more individuals of **their** choice, including an attorney.
5. The district shall inform parents/guardians of its decision in writing within a reasonable period of time after the hearing.
6. The decision must be based solely on the evidence presented at the hearing, and must include a summary of the evidence and the reasons for the decision.

Result of Hearing

If, as a result of the hearing, the district decides that the information is inaccurate, misleading, or otherwise in violation of the student's privacy or other rights, the district shall amend the information accordingly and inform the parent/guardian in writing.[23][26]

If, as a result of the hearing, the district decides that the information is not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights, the district shall inform the parent/guardian of the parent's/guardian's right to place in the student's records a statement commenting on the information and/or providing any reasons for disagreeing with the district's decision.

Any explanation placed in the student's records shall be:

1. Maintained by the district as part of the student's records as long as the record or contested portion is maintained by the district; and
2. Included with the record or contested portion if the record or contested portion are disclosed to any party.

Storage, Retention and Destruction of Information

The district shall store all education records and personally identifiable information of students receiving special education services in such a way as to protect the confidentiality and integrity of the records and information, prevent unauthorized access to and disclosure of records and information, and ensure compliance with other legal and regulatory requirements regarding records retention.[27]

The district shall maintain, for public inspection, a current listing of the names and positions of those district employees who have access to personally identifiable information.[27]

In order to comply with state compliance monitoring requirements, the district shall maintain education records for students receiving special education services for at least six (6) years.[2]

The district shall inform parents/guardians when personally identifiable information collected, maintained, or used is no longer needed to provide educational services to the student. After notice, such information shall be destroyed upon parental request.[28]

No education record shall be destroyed if there is an outstanding request to inspect or review the record or if a litigation hold exists.[11]

The district

{ } shall

{X} may

maintain a permanent record of the student's name, address, phone number, grades, attendance record, classes attended, grade level completed, and year completed.[28]

The district shall ensure the destruction of education records in a manner that protects the confidentiality and privacy rights of the student and **the student's** family.[27]

Disclosure to Third Parties

The district shall obtain parental consent before disclosing personally identifiable information to parties other than school district officials with a legitimate educational interest or other educational institutions that provide special education services to the student for the purposes of meeting a requirement of law or regulation unless the information is contained in education records and the disclosure is permitted without parental consent under law and regulations.[2][29][30][31][32][33][34]

Parental consent must be obtained before personally identifiable information is released to officials of participating agencies providing or paying for transition services.[32]

If a student is enrolled, or is going to enroll in a private school that is not located in the district of the parent's/guardian's residence, parental consent must be obtained before any personally identifiable information about the student is released between officials in the district where the private school is located and officials in the district of the parent's/guardian's residence.[32]

Disclosure to Law Enforcement

When reporting an incident committed by a student with a disability to the appropriate authorities, in accordance with applicable law, regulations and Board policy, the district shall provide the

information required by state and federal laws and regulations and shall ensure that copies of the special education and disciplinary records of the student are transmitted for consideration by these authorities. The district shall ensure compliance with the Family Educational Rights and Privacy Act when transmitting copies of the student's special education and disciplinary records. [2][8][33][35][36][37][38][39][40][41][42]

Delegation of Responsibility

In order to maintain the confidentiality of the educational records and personally identifiable information of students with disabilities, the Board designates the

{ } Superintendent

{ } Director of Special Education

{X} Director of Student Services

to coordinate the district's efforts to comply with this policy and applicable laws and regulations.[27]

All district employees collecting or using personally identifiable information shall receive training or instruction regarding Board policy, administrative regulations, and state and federal law and regulations regarding confidentiality of education records and personally identifiable information.[27]

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Book	Policy Manual
Section	100 Programs
Title	Extracurricular Activities
Code	122 Vol VI 2020
Status	First Reading
Legal	<ol style="list-style-type: none"> 1. 22 PA Code 12.1 2. 24 P.S. 5322 3. 24 P.S. 1425 4. 20 U.S.C. 4071 et seq 5. 24 P.S. 511 6. Pol. 103 7. Pol. 103.1 8. Pol. 110 9. Pol. 218 10. 24 P.S. 5323 11. Pol. 123.1 12. Pol. 123.2 13. 22 PA Code 12.4 24 P.S. 5321 et seq

Purpose

The Board recognizes the educational values inherent in student participation in extracurricular activities and supports the concept of student organizations for such purposes as building social relationships, developing interests in a specific area, and gaining an understanding of the elements and responsibilities of good citizenship.

Definitions

For purposes of this policy, **extracurricular activities** shall be those programs that are sponsored or approved by the Board and are conducted wholly or partly outside the regular school day; are marked by student participation in the processes of initiation, planning, organizing, and execution; and are equally available to all students who voluntarily elect to participate.[1]

For purposes of this policy, an **athletic activity** shall mean all of the following:[2][3]

1. An athletic contest or competition, other than interscholastic athletics, that is sponsored by or associated with the school, including cheerleading, club-sponsored sports activities and sports activities sponsored

by school-affiliated organizations.

2. Noncompetitive cheerleading that is sponsored by or associated with the school.
3. Practices, interschool practices and scrimmages for all athletic activities.

Authority

The Board shall make school facilities, supplies and equipment available and shall assign staff members for the support of extracurricular activities for students. Such availability and assignment shall be in accordance with the Equal Access Act.[4][5][6][7]

The Board encourages secondary level students to pursue clubs and interests that may not be related directly to any of the curriculum programs offered in the district. In pursuit of such goal and in compliance with law, the Board maintains a limited open forum in which secondary students may meet for voluntary student-initiated activities unrelated directly to the curriculum, regardless of the religious, political, philosophical or other content of the speech related to such activities.

The Board acknowledges that for continued growth of its extracurricular programs, advisors continue to foster their programs outside the normal school day/school year. In the event that an activity involving the district's extracurricular program includes an overnight stay, it is a requirement that a same gender advisor/chaperone attend the over-night activity. This same gender advisor/chaperone must be a Board-approved employee or volunteer.

Any extracurricular activity shall be considered under the sponsorship of this Board when it has been

{X} approved by the Board upon recommendation of the Superintendent.

{ } approved by the Superintendent and reported to the Board for its review.

{ } approved by the Superintendent upon recommendation of the building principal.

The Board shall maintain the program of extracurricular activities at no cost to participating students, except that:

1. {X} The Board's responsibility for provision of supplies shall carry the same exemptions as listed in the Board's policy on regular school supplies.[8]
2. {X} Students may assume all or part of the costs for travel and attendance at extracurricular events and trips.

{ } Where eligibility requirements are necessary or desirable, the Board shall be informed and must approve the establishment of eligibility standards before they are operable.

Off-Campus Activities

This policy shall also apply to student conduct that occurs off school property and would otherwise violate the Code of Student Conduct if any of the following circumstances exist:[9]

1. The conduct occurs during the time the student is traveling to and from school or traveling to and from school-sponsored activities, whether or not via school district furnished transportation.
2. The student is a member of an extracurricular activity and has been notified that particular off-campus conduct could result in exclusion from such activities.
3. Student expression or conduct materially and substantially disrupts the operations of the school, or the administration reasonably anticipates that the expression or conduct is likely to materially and

substantially disrupt the operations of the school.

4. The conduct has a direct nexus to attendance at school or a school-sponsored activity, for example, a transaction conducted outside of school pursuant to an agreement made in school, that would violate the Code of Student Conduct if conducted in school.
5. The conduct involves the theft or vandalism of school property.
6. There is otherwise a nexus between the proximity or timing of the conduct in relation to the student's attendance at school or school-sponsored activities.

Delegation of Responsibility

Each school year, prior to participation in an athletic activity, every student athlete and **their** parent/guardian shall sign and return the acknowledgement of receipt and review of the following: **[3][10][11][12]**

1. Concussion and Traumatic Brain Injury Information Sheet.
2. Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet.

The Superintendent or designee shall develop administrative regulations to implement the extracurricular activities program. All student groups shall adhere to Board policy and administrative regulations.

Guidelines

Guidelines shall ensure that the program of extracurricular activities:

1. {X} Assesses the needs and interests of and is responsive to district students.
2. {X} Invites the participation of parents/guardians and community in developing extracurricular activities. Such participation shall be in accordance with the Equal Access Act. **[4]**
3. {x} Involves students in developing and planning extracurricular activities.
4. {x} Ensures provision of competent guidance and supervision by staff.
5. {x} Guards against exploitation of students.
6. {X} Provides a variety of experiences and diversity of organizational models.
7. {X} Provides for continuing evaluation of the program and its components.
8. {x} Ensures that all extracurricular activities are open to all students and that all students are fully informed of the opportunities available to them. **[1][13]**

Eligibility Requirements

Participants in school activities and clubs shall be eligible to participate as long as they meet the eligibility requirements established by the Board. **Eligibility** is defined for the first one-third of each grading period, as meeting P.I.A.A. requirements which is passing four (4) major subjects. For the remainder of each grading period, **eligibility** is defined as not having a combined total of two (2) failing grades (F) in courses equal to two (2) credits. For example, an "F" in English and one (1) in Math would make the student not eligible. Again an "F" in English and an "F" in Physical Education would make the student eligible since Physical Education is not a full credit course. A **full credit** is defined as a class that meets five (5) days a week for the entire year. Tutoring is available and is highly recommended for students receiving a failing grade. Ineligible participants are required to attend tutoring classes.

Any participant who is declared ineligible for the first time during the particular activity will be able to practice, but not play in any games, etc. The second time and any other time during the season that a student is ineligible by these standards, s/he will not be able to play in games/matches and will not be permitted to

practice during the period of ineligibility. Likewise, a student who is ineligible for the time during school can go to dances, club activities, and club meetings. The second time and every time after that, the student forfeits all rights to participate and, therefore, will be barred from all activities.

Any activity which is related to the curriculum and figures into a student's grade is exempt.

In the implementation of this policy there will be a weekly evaluation of each student's eligibility based upon the failure reports due in the principal's office each Friday afternoon. Students not meeting the academic requirements would not participate the following week. At the beginning of a new school year, ineligible status will be issued to students whose academic achievement was unsatisfactory according to the future standards established above for the preceding school year.

Equal Access Act

The district shall provide secondary students the opportunity for noncurriculum-related student groups to meet on the school premises during noninstructional time for the purpose of conducting a meeting within the limited open forum on the basis of religious, political, philosophical, or other content of the speech at such meetings. Such meetings must be voluntary, student-initiated, and not sponsored in any way by the school, its agents or employees.[4]

Noninstructional time is the time set aside by the school before actual classroom instruction begins, after actual classroom instruction ends, or during the lunch hour.

The meetings of student groups cannot materially and substantially interfere with the orderly conduct of the educational activities in the school.

The Superintendent or designee shall establish the length of sessions, number per week, and other limitations deemed reasonably necessary.

The district retains the authority to maintain order and discipline on school premises in order to protect the well-being of students and employees and to ensure that student attendance at such meetings is voluntary.

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Book	Policy Manual
Section	100 Programs
Title	Interscholastic Athletics
Code	123 Vol VI 2020
Status	First Reading
Legal	<ol style="list-style-type: none"> 1. 22 PA Code 4.27 2. 24 P.S. 1601-C et seq 3. 34 CFR 106.41 4. Pol. 103 5. Pol. 103.1 6. 24 P.S. 511 7. Pol. 204 8. Pol. 218 9. 24 P.S. 5323 10. 24 P.S. 1425 11. Pol. 123.1 12. Pol. 123.2 13. 22 PA Code 12.1 14. 22 PA Code 12.4 15. 24 P.S. 1603-C 24 P.S. 5321 et seq

Purpose

The Board recognizes the value of a program of interscholastic athletics as an integral part of the total school experience for all district students and as a conduit for community involvement.

{x} The program fosters the growth of school loyalty within the student body as a whole and stimulates community interest.

{x} The game activities and practice sessions provide opportunities to teach the values of competition, sportsmanship, and teamwork.

Definition

For purposes of this policy, the program of **interscholastic athletics** shall include all activities relating to competitive or exhibition sport contests, games or events involving individual students or teams of students when such events occur between schools within this district or outside this district.

Authority

It shall be the policy of the Board to offer opportunities for participation in interscholastic athletic programs to male and female students on as equal a basis as is practicable and without discrimination, in accordance with law and regulations.[1][2][3][4][5]

{X} The Board shall approve a program of interscholastic athletics and require that all facilities utilized in that program, whether or not the property of this Board, properly safeguard both players and spectators and are kept free from hazardous conditions.[6]

The Board shall determine the standards of eligibility to be met by all students participating in an interscholastic program. Such standards shall require that each student, before participating in any interscholastic activity, be covered by student accident insurance; be free of injury; and undergo a physical examination by a licensed physician.[6]

The Board further adopts those eligibility standards set by the Constitution of the Pennsylvania Interscholastic Athletic Association.

The Board directs that no student may participate in interscholastic athletics who has not:[6]

1. {x} Met the requirements for academic eligibility.
2. {X} Complied with the requirements of the Athletic Handbook.
3. {x} Complied with the requirements of the Code of Conduct for Interscholastic Athletics and Board policies and administrative regulations related to student discipline.
4. {x} Attended school regularly.[7]
5. {X} Been in attendance on the day of the athletic event or practice for the hours required.
6. {x} Returned all school athletic equipment previously used.
7. {x} Adhered to applicable discipline standards.[8]

Eligibility Requirements

Participants in interscholastic athletics, school activities and clubs shall be eligible to participate as long as they meet the eligibility requirements established by the Board. **Eligibility** is defined for the first one-third of each grading period, as meeting P.I.A.A. requirements which is passing four (4) major subjects. For the remainder of each grading period, **eligibility** is defined as not having a combined total of two (2) failing grades (F) in courses equal to two (2) credits. For example, an "F" in English and one (1) in Math would make the student not eligible. Again an "F" in English and an "F" in Physical Education would make the student eligible since Physical

Education is not a full credit course. A **full credit** is defined as a class that meets five (5) days a week for the entire year. Tutoring is available and is highly recommended for students receiving a failing grade. Ineligible participants are required to attend tutoring classes.

Any participant who is declared ineligible for the first time during the particular activity will be able to practice, but not play in any games etc. The second time and any other time during the season that a student is ineligible by these standards, s/he will not be able to play in games/matches and will not be permitted to practice during the period of ineligibility. Likewise, a student who is ineligible for the time during school can go to dances, club activities, and club meetings. The second time and every time after that, the student forfeits all rights to participate and, therefore, will be barred from all activities.

Any activity which is related to the curriculum and figures into a student's grade is exempt.

In the implementation of this policy there will be a weekly evaluation of each student's eligibility based upon the failure reports due in the principal's office each Friday afternoon. Students not meeting the academic requirements would not participate the following week. At the beginning of a new school year, ineligible status will be issued to students whose academic achievement was unsatisfactory according to the future standards established above for the preceding school year.

Off-Campus Activities

This policy shall also apply to student conduct that occurs off school property and would otherwise violate the Code of Student Conduct if any of the following circumstances exist:[8]

1. The conduct occurs during the time the student is traveling to and from school or traveling to and from school-sponsored activities, whether or not via school district furnished transportation.
2. The student is a member of an extracurricular activity and has been notified that particular off-campus conduct could result in exclusion from such activities.
3. Student expression or conduct materially and substantially disrupts the operations of the school, or the administration reasonably anticipates that the expression or conduct is likely to materially and substantially disrupt the operations of the school.
4. The conduct has a direct nexus to attendance at school or a school-sponsored activity, for example, a transaction conducted outside of school pursuant to an agreement made in school, that would violate the Code of Student Conduct if conducted in school.
5. The conduct involves the theft or vandalism of school property.
6. There is otherwise a nexus between the proximity or timing of the conduct in relation to the student's attendance at school or school-sponsored activities.

Delegation of Responsibility

Each school year, prior to participation in an interscholastic athletic activity, every student athlete and **their** parent/guardian shall sign and return the acknowledgement of receipt and review of the following:[9][10][11][12]

1. Concussion and Traumatic Brain Injury Information Sheet.
2. Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet.

The Superintendent or designee shall annually prepare, approve and present to the Board for its consideration a program of interscholastic athletics, which shall include a complete schedule of events.

{X} **The Superintendent** shall inform the Board of changes in that schedule as they occur.

{ } **The Superintendent** shall secure Board approval before making any changes in a schedule.

The Superintendent or designee shall disseminate rules for the conduct of students participating in interscholastic athletics. Such rules shall be in conformity with regulations of the State Board of Education, the P.I.A.A. and the school district.

{x} The Superintendent shall ensure that similar athletic programs are offered to both sexes in proportion to the district's enrollment.

{ } The Superintendent shall ensure that interscholastic athletics are open to all eligible students and that all students are fully informed of the opportunities available to them.[13][14]

Guidelines

Male/Female Athletic Opportunities Report

By October 15 of each year, on the designated disclosure form, the Superintendent or designee shall report to the PA Department of Education the interscholastic athletic opportunities and treatment for male and female secondary school students for the preceding school year.[15]

By November 1 of each year, the completed disclosure form shall be made available for public inspection during regular business hours and posted on the district's website.[15]

The availability of the completed disclosure form shall be announced by posting a notice on school bulletin boards, in the school newspaper, on any electronic mailing list or list serve, and by any other reasonable means.[15]

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Book	Policy Manual
Section	100 Programs
Title	Sudden Cardiac Arrest
Code	123.2 Vol VI 2020
Status	First Reading
Legal	1. 24 P.S. 1425 2. Pol. 123 3. Pol. 122 Pol. 822

Authority

The Board recognizes the importance of ensuring the safety of students participating in the district's athletic programs. This policy has been developed to provide guidance for prevention and recognition of sudden cardiac arrest in student athletes.[1]

Definition

Athletic activity shall mean all of the following:[1]

1. Interscholastic athletics.[2]
2. An athletic contest or competition, other than interscholastic athletics, that is sponsored by or associated with the **district**, including cheerleading, club-sponsored sports activities and sports activities sponsored by school-affiliated organizations.[3]
3. Noncompetitive cheerleading that is sponsored by or associated with the **district**.[3]
4. Practices, interschool practices and scrimmages for all athletic activities, **as defined above**.[2][3]

Delegation of Responsibility

Each school year, prior to participation in an athletic activity, every student athlete and **their** parent/guardian shall sign and return the acknowledgement of receipt and review of the Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet **that includes information about electrocardiogram testing**.[1]

Guidelines

The school

{x} may

{ } shall

hold an informational meeting prior to the start of each athletic season for all competitors regarding the symptoms and warning signs of sudden cardiac arrest **and information about electrocardiogram testing**. In addition to the student athletes, such meetings may include parents/guardians, coaches, other appropriate school officials, physicians, **cardiologists**, and athletic trainers.**[1]**

Removal From Play

A student who, as determined by a game official, coach from the student's team, certified athletic trainer, licensed physician, or other official designated by the district, exhibits signs or symptoms of sudden cardiac arrest while participating in an athletic activity shall be removed by the coach from participation at that time.**[1]**

Any student known to have exhibited signs or symptoms of sudden cardiac arrest prior to or following an athletic activity shall be prevented from participating in athletic activities.**[1]**

Return to Play

The coach shall not return a student to participation until the student is evaluated and cleared for return to participation in writing by a licensed physician, certified registered nurse practitioner or cardiologist.**[1]**

Training

All coaches shall annually, prior to coaching an athletic activity, complete the sudden cardiac arrest training course offered by a provider approved by the PA Department of Health.**[1]**

Penalties

A coach found in violation of the provisions of this policy related to removal from play and return to play shall be subject to the following **minimum** penalties:**[1]**

1. For a **first** violation, suspension from coaching any athletic activity for the remainder of the season.
2. For a **second** violation, suspension from coaching any athletic activity for the remainder of the season and for the next season.
3. For a **third** violation, permanent suspension from coaching any athletic activity.

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Book	Policy Manual
Section	100 Programs
Title	Extracurricular Participation by Home Education Students
Code	137.1 Vol I 2021
Status	First Reading
Legal	<ol style="list-style-type: none"> 1. 24 P.S. 1327.1 2. 24 P.S. 511 3. Pol. 122 4. Pol. 123 5. Pol. 137 6. 10 U.S.C. 2031 7. Pol. 204 8. Pol. 218

Authority

The Board shall approve participation in the district's extracurricular activities and interscholastic athletic programs by a student enrolled in a home education program who meets all the conditions stated in Board policy.[1][2][3][4][5]

The Board shall not provide individual transportation for students enrolled in home education programs who participate in the district's extracurricular activities or interscholastic athletic programs. When the district provides transportation to and from an away competition, game, event or exhibition and requires district students to use district transportation, home education students shall be required to use the transportation provided by the district.

Guidelines

Students attending home education programs shall be given an equal opportunity to compete for positions and participate in district extracurricular activities and interscholastic athletic programs, **including, as applicable, Junior Reserve Officers' Training Corps (JROTC) units.**[6]

A home education student may participate in extracurricular activities and interscholastic athletic programs only at the school building the student would be assigned to if **the student** was enrolled in the school district.

Prior to trying-out or joining an activity, a home education student shall submit required documents and written verification of eligibility to the building principal or designee.

To be considered in attendance in accordance with Board policy, the home education student must participate in a full, normally scheduled academic program, in accordance with the planned home education program and submitted documentation.[5][7]

The following conditions shall govern participation in the district's extracurricular activities and interscholastic athletic programs by home education students, who shall:

1. **Be a resident of the school district.**
2. Meet the required eligibility criteria.[3][4]
3. Maintain appropriate insurance coverage, consistent with the coverage requirements for district students.[4]
4. Comply with Board policies and school rules and regulations regarding extracurricular activities, interscholastic athletics, and student discipline.[3][4][8]
5. Comply with policies, rules and regulations, or their equivalent, of the activity's governing organization. [1][2].
6. Meet attendance and reporting requirements established for all participants of the activity or program. [7]
7. Meet the requirements for physical examinations and physical fitness and any height and/or weight restrictions.[1][4]
8. Comply with all requirements and directives of the district staff, coaches and administrators involved with the extracurricular activity or interscholastic athletic program.

Delegation of Responsibility

The building principal or designee shall ensure that home education students have access to information regarding the district's extracurricular activities and interscholastic athletic programs.

The building principal or designee shall receive and review verification from the parent/guardian that a student has met and continues to meet the established eligibility criteria for an extracurricular activity or interscholastic athletic program.

The building principal or designee shall distribute information regarding eligibility criteria and student participation in extracurricular activities and interscholastic athletics to all affected by them.

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Book	Policy Manual
Section	100 Programs
Title	Trauma-Informed Approach
Code	146.1 Vol III 2020
Status	First Reading

Legal

1. 24 P.S. 102
2. 24 P.S. 1311-B
3. Pol. 204
4. Pol. 113.1
5. Pol. 113.2
6. Pol. 218
7. Pol. 233
8. Pol. 105
9. Pol. 107
10. Pol. 112
11. Pol. 113
12. Pol. 114
13. Pol. 146
14. Pol. 209
15. Pol. 236
16. Pol. 333
17. Pol. 824
18. Pol. 917
19. Pol. 918
20. Pol. 246
21. Pol. 805
22. Pol. 805.1
23. Pol. 805.2
24. Pol. 806
25. Pol. 819
26. Pol. 602
27. Pol. 701
28. Pol. 832
29. Pol. 100
30. 24 P.S. 328
31. Pol. 004
32. 24 P.S. 1205.7
33. Pol. 818
34. Pol. 916
35. Pol. 235.1
36. Pol. 103.1
37. Pol. 113.3

PA Commission on Crime and Delinquency, School Safety and Security Committee - Model Trauma-Informed Approach Plan

Purpose

The Board recognizes the impact that trauma may have on the educational environment of the schools, individual student achievement, and the school community as a whole. The Board desires to address the effects of trauma in order to meet the academic, behavioral and professional needs of students and staff. The purpose of this policy is to direct district staff to develop and implement a plan for trauma-informed approaches to education throughout the district.

Definitions

Trauma - for purposes of this policy, includes effects of an event, series of events or set of circumstances that is experienced by an individual as physically or emotionally harmful or threatening and that has lasting adverse effects on the individual's cognitive functioning and physical, social, emotional, mental or spiritual well-being.[1]

Trauma-informed approach - for purposes of this policy, includes a school-wide approach to education and a classroom-based approach to student learning that recognizes the signs and symptoms of trauma and responds by fully integrating knowledge about trauma into policies, professional learning, procedures and practices for the purposes of recognizing the presence and onset of trauma, resisting the reoccurrence of trauma and promoting resilience tailored to the district's culture, climate and demographics and the community as a whole.[1]

Secondary trauma - the impact of working with students experiencing trauma on a regular basis, which may cause traumatic responses and/or burnout on the individual providing support and care.

Authority

The Board directs district staff to develop and implement a trauma-informed approach plan that uses evidence-based practices and reflects the needs and resources of the district and school community.[2]

The Board shall review current district resources, programs, school climate measures, partnerships with outside agencies, procedures and Board policies through a trauma-informed lens, and shall make revisions or determinations as necessary to facilitate implementation of the district's trauma-informed approach plan.

{X} This shall include, but not be limited to:

1. {X} Student attendance policy and practices that focus on reasons for absence and school attendance improvement.[3]
2. {x} Student disciplinary policies, practices and a Code of Student Conduct that incorporate restorative practices.[4][5][6][7]
3. {X} Curriculum and planned instruction that embed social and emotional learning.[8][9]
4. {x} Student services policies and programs that focus on development and support of students.[10][11][12][13][14][15]
5. {x} Policies and training that focus on building and maintaining appropriate, supportive relationships between adults and students in the school community.[16][17][18][19]
6. {X} School wellness policy, instruction and practices that promote healthy behaviors.[20]
7. {x} Policies and practices that promote student safety and security, and build positive relationships with law enforcement agencies.[21][22][23][24][25]
8. {x} Review of the annual budget to ensure fiscal resources for training and programs related to the trauma-informed approach plan.[26]
9. {x} Review of the facilities and future facilities planning to provide environments that are attentive to the needs of students and staff with transition and sensory sensitivities.[27]

10. {X} Culturally responsive practices that focus on identifying, valuing and integrating the cultures, languages, heritage and experiences of all students and staff to ensure a supportive school climate and community.[28]

Delegation of Responsibility

The Board designates the

{ } Superintendent

{X} Director of Student Services

{ } school psychologist

{ } guidance counselor

{ } Other Building Principals (must be assigned to the school district)

to oversee the implementation of the district's trauma-informed approach plan and integrate the coordination of services and professional development into the district's comprehensive plan. The Director of Student Services and the Building Principals shall serve as a member of the district's Student Assistance Program team. [2][13][15][16][21][29]

{X} The Board directs the Superintendent or designee to research and apply for available funding opportunities for implementation of the district's trauma-informed approach plan aligned with the provisions of law.[2]

{X} The Board directs the School Safety and Security Coordinator to include information regarding the district's implementation of the trauma-informed approach plan into the annual report to the Board on school safety and security practices.[23]

Guidelines

Training

The district's trauma-informed approach plan shall include provisions for evidence-based training and professional development, based on assigned roles and responsibilities, including but not limited to:[2]

1. Required training for newly elected/appointed or re-elected/appointed school directors on best practices related to trauma-informed approach, in accordance with applicable law and Board policy.[30][31]
2. Required training on trauma-informed approach for certificated administrative and professional employees as part of the professional education plan, in accordance with applicable law and Board policy. [16][32].
3. {X} Training on trauma-informed approach and trauma-related topics for all district staff and contracted service personnel to increase knowledge and understanding of trauma's impact on students and staff. [16][33]
4. {x} Training on trauma-informed approach for all school security personnel employed or contracted by the district, as well as invitation to training for local law enforcement agencies with which the district maintains a Memorandum of Understanding to increase knowledge and awareness in interacting with students who may have experienced trauma.[22][23]
5. {x} Opportunities for volunteers, parents/guardians and other community members to obtain resources or attend training or information sessions on trauma-related approach and trauma-related topics impacting the school community.[18][19][34]

Screening

The Board directs district staff to identify and implement evidence-based screening tools for students and the school community based on the trauma-informed approach plan, and in accordance with applicable law and regulations, including obtaining parental consent where appropriate or required. Screening tools may include, but are not limited to, those identifying the prevalence of Adverse Childhood Experiences (ACEs), social-emotional needs, and school climate indicators. Screening shall be conducted by qualified district staff or community agencies with which the district has a contract or other agreement.[13][15][35]

The trauma-informed approach plan shall require that screening results are reviewed by appropriate district staff or other contracted providers, and referrals for individual educational and behavioral services or evaluation for such services are made when indicated by individual or universal screening. Identification and referrals for special education and related services evaluations shall comply with applicable state and federal laws and regulations, and Board policy.[11][12][36][37]

Services

The district's trauma-informed approach plan shall include provisions for identification of student needs, a referral system for individual assessments and coordination of services among the student and student's family, the school, and county-based services, community care organizations, public health entities, nonprofit youth service providers, community-based organizations, before-school or after-school care providers, or other similar community groups.[2]

Coordinated student services shall be based on the district's approved trauma-informed approach plan, which shall address recognition and response to the effects of trauma on education and instruction, absenteeism and school completion, and the secondary impact of trauma on school employees.[2]

{ } The district's trauma-informed approach plan shall be implemented within the current framework for

{ } Multi-Tiered Systems of Support (MTSS).

{ } Positive Behavioral Interventions and Support (PBIS).

The trauma-informed approach plan shall address coordination with designated district staff and teams responsible for implementing the district's approved plan for K-12 student services and other district programs including, but not limited to, special education and related services, gifted education, guidance counseling, Student Assistance Program, health services, and home and school visitor services.[10][11][12][13][14][15][29][36]

Parental notification and consent may be required prior to referral for or implementation of student services, in accordance with applicable law and regulations.[13][14][15]

The district shall develop partnerships with community-based services and organizations, public health entities, nonprofit youth service providers and other community groups to implement the trauma-informed approach plan and provide referrals and/or services to address and mitigate the impact of trauma for students and staff in accordance with the district's approved plan and framework for support.

The Board shall, where appropriate, review and approve a Memorandum of Understanding or other agreement with each partnering organization or entity for the provision of services, in accordance with the resources of the district and the approved trauma-informed approach plan.

Education

The district's trauma-informed approach plan shall integrate age-appropriate instruction for students related to trauma-informed topics and social-emotional learning as part of the district's approved curriculum. Instructional topics may include, but not be limited to [8][25]

{x} resilience;

{x} self-awareness, self-management, responsible decision-making, relationship skills and social awareness;

☒ safe and healthy choices and behaviors;

☒ coping strategies;

☒ seeking help for self or others;

☐ Other _____.

Staff Wellness and Support

The district shall monitor and address the impact of trauma, including secondary trauma, on school employees as part of the trauma-informed approach plan. The plan shall include training and resources to identify the warning signs of trauma and provide confidential support and services to promote staff wellness, including but not limited to

☒ Employee Assistance Program,

☒ work environment that provides space for separation and self-regulation,

☒ training on development of self-care plans and peer support,

☐ Other _____.

Data Collection and Plan Review

The district shall review and revise the trauma-informed approach plan

☐ annually,

☐ periodically,

☒ as needed,

☐ as part of the district's K-12 student services plan,

based on a review of relevant data, district resources and programs, and the needs of students and staff. Such data may include, but not be limited to:

1. ☒ Aggregate data from evidence-based screening tools administered as part of the trauma-informed approach plan.
2. ☒ Anecdotal information from staff and students related to trauma and secondary trauma impact in the school environment.
3. ☒ Feedback from parents/guardians and the community on the district's implementation of trauma-informed approach to education.
4. ☒ Results of school climate surveys and other student or staff surveys on school environment.
5. ☒ Aggregate data on student absences, Student Assistance Program referrals, health and school nurse services, student removal discipline and graduation rates.
6. ☒ Aggregate data on Employee Assistance Program use and staff feedback on training related to trauma-informed approach.
7. ☒ Office for Safe Schools reports.
8. ☒ Safe2Say Something aggregate data.
9. ☒ PBIS inventories and surveys.



Book	Policy Manual
Section	100 Programs
Title	Title I - Comparability of Services
Code	150 Vol I 2021
Status	First Reading
Legal	1. 20 U.S.C. 6321 2. Pol. 138 3. Pol. 103.1 4. Pol. 113 5. Pol. 114 6. Pol. 906

Purpose

The equivalent distribution of district resources is one means the district shall use to ensure all students receive a quality education. This policy demonstrates the district's commitment to ensure that no discrimination occurs in the distribution of resources funded by state and local sources, regardless of the receipt of federal funds.

Authority

The Board directs that each district school receiving Title I funds must use state and local funds to provide services that, taken as a whole, are at least comparable to services in those schools in the district that do not receive Title I funds.[1]

If all schools in the district receive Title I funds, the Board directs that state and local funds shall be used to provide services that, taken as a whole, are substantially comparable in each school.[1]

The Board acknowledges that comparability may be measured on a grade-span by grade-span basis or a school-by-school basis.

Definition

For purposes of this policy, **grade span** is defined as a similar two-grade span difference or less. For example, a grade span of K-2 to K-4, not a grade span of K-2 to K-5.

Delegation of Responsibility

If the district has more than one (1) building per grade span, the

{ } Superintendent

{X} Federal Programs Coordinator

{ } Business Manager

shall complete a Detailed School Data Sheet.

Regardless of buildings per grade span, the

{ } Superintendent

{X} Federal Programs Coordinator

{ } Business Manager

shall annually complete a Comparability Assurance Form to provide written assurance of equivalence among schools, including the provision of curriculum materials; instructional supplies; and teachers, administrators and other staff.

Guidelines

Allowable Exclusions

For the purposes of determining comparability, the district may exclude:[1]

1. State and local funds expended for language instruction education programs.[2]
2. Excess costs associated with providing services to students with disabilities.[3][4][5]
3. Unpredictable changes in enrollment or personnel assignments occurring after the beginning of the school year.
4. Other expenditures from supplemental state or local funds consistent with the intent of Title I.

Complaints

Complaints by individuals and organizations regarding implementation of equivalence between schools shall be processed in accordance with Board policy.[6]

PSBA Revision 2/21 © 2021 PSBA



Book	Policy Manual
Section	200 Pupils
Title	Immunizations and Communicable Diseases
Code	203 Vol V 2020
Status	First Reading

Legal

1. 24 P.S. 1303a
2. 28 PA Code 23.81 et seq
3. 28 PA Code 23.82
4. 22 PA Code 11.20
5. 28 PA Code 23.85
6. 28 PA Code 23.83
7. 28 PA Code 23.84
8. Pol. 200
9. Pol. 251
10. Pol. 255
11. 28 PA Code 27.77
12. Pol. 201
13. 28 PA Code 23.86
14. 28 PA Code 27.71
15. 28 PA Code 27.72
16. Pol. 204
17. Pol. 209
18. 28 PA Code 27.2
19. 28 PA Code 27.1
20. 28 PA Code 27.23
21. 22 PA Code 4.29
22. 22 PA Code 4.4
23. Pol. 105.1
24. 24 P.S. 1402
25. 24 P.S. 1409
26. 20 U.S.C. 1232g
27. 34 CFR Part 99
28. Pol. 113.4
29. Pol. 216
30. Pol. 805
- Pol. 105.2

Authority

In order to safeguard the school community from the spread of certain communicable diseases, the Board requires that **guidance and orders from state and local health officials**, established **Board** policy and administrative regulations, **and Board-approved health and safety plans** be followed by students, parents/guardians and district staff.[1][2]

Definitions

Certificate of Immunization - the official form furnished by the Pennsylvania Department of Health. The certificate is filled out by the parent/guardian or health care provider and signed by the health care provider,

public health official or school nurse or a designee. The certificate is given to the school as proof of full immunization. The school maintains the certificate as the official school immunization record or stores the details of the record in a computer database.[3]

Medical Certificate - the official form furnished by the Pennsylvania Department of Health setting out the immunization plan for a student who is not fully immunized, filled out and signed by a physician, certified registered nurse practitioner or physician assistant, or by a public health official when the immunization is provided by the Department of Health or a local health department, and given to a school as proof that the student is scheduled to complete the required immunizations.[3]

Guidelines

Immunization

All students shall be immunized against specific diseases in accordance with state law and regulations, unless specifically exempt for religious or medical reasons.[1][2][4]

A certificate of immunization shall be maintained as part of the health record for each student, as required by the Pennsylvania Department of Health.[5]

A student shall be exempt from immunization requirements whose parent/guardian objects in writing to such immunization on religious grounds or whose physician certifies that the student's physical condition contraindicates immunization.[1][4][6][7]

A student who has not been immunized in accordance with state regulations shall not be admitted to or permitted to attend district schools, unless exempted for medical or religious reasons, provisionally admitted by the Superintendent or designee after beginning a multiple dose vaccine series and submitting proof of immunization or a medical certificate on or before the fifth school day of attendance, **or in accordance with programs or guidance established by the PA Department of Health.**[1][4][5][6][7]

Homeless students who have not been immunized or are unable to provide immunization records due to being homeless shall be admitted in accordance with the provisions of applicable law and regulations.[5][8][9]

Foster care students and students transferring into a school within the Commonwealth shall be admitted in accordance with law and regulations, and shall have thirty (30) days to provide proof of immunization, a medical certificate detailing the plan to complete a multiple dose vaccine series or to satisfy the requirements for an exemption.[5][10]

Monitoring of immunization requirements shall be the responsibility of the Superintendent or designee and the [1].

{ } building principal.

{X} school nurse.

{ } head teacher.

{ } Students attending child care group settings located in a school, a pre-kindergarten program or an early intervention program operated by the district shall be immunized in accordance with the Advisory Committee on Immunization Practices (ACIP) standards.[6][11]

The Superintendent or designee shall:

1. Ensure that parents/guardians are informed prior to a student's admission to school, or a grade requiring additional immunizations, of the requirements for immunization, the requisite proof of immunization, exemption available for religious or medical reasons, and means by which such exemptions may be claimed.[1][5][6][7][8][12]
2. Designate school personnel to review student medical certificates in accordance with law and regulations to ensure compliance with full immunization requirements.[3][5].

3. {X} Annually review state standards for immunization and direct the responsible district personnel accordingly.
4. {x} Investigate and recommend to the Board district-sponsored programs of immunization that may be warranted to safeguard the health of the school community. Such program shall be subject to Board approval and may be conducted in cooperation with local health agencies.

The Superintendent or designee shall report immunization data electronically to the **PA** Department of Health by December 31 of each year. If the district is unable to complete the report electronically, the Superintendent or designee shall report the immunization data on the required form to the **PA** Department of Health by December 15.[13]

Communicable Diseases

The Board **directs** that students who have been diagnosed by a physician or are suspected of having a disease by the school nurse shall be excluded from school for the period indicated by regulations of the **PA** Department of Health **or guidance from state or local health officials** for specified diseases and infectious conditions.[14][15][16][17]

Parents/Guardians shall be notified of this policy at the beginning of the school year, and that during the school year it may be necessary for a student to be excluded from school due to communicable disease. Parents/Guardians of a student needing to be excluded shall be notified and required to come to school or have a designated emergency contact come to school to transport the student home or to an appropriate place of care. Students may return to school when the criteria for readmission following a communicable disease, as set forth in law, regulations or guidance from state or local health officials, have been met.[14][15][16]

The Board directs school staff to request emergency contact information from parents/guardians of students at the beginning of each school year and request that it be updated as necessary during the school year.

The school nurse shall report the presence of suspected communicable diseases to the appropriate local health authority, as required by the **PA** Department of Health.[18][19][20]

The Superintendent or designee shall direct that health guidelines, **Board-approved health and safety plans**, and universal precautions designed to minimize the transmission of communicable diseases be implemented in district schools.

Instruction regarding prevention of communicable and life-threatening diseases shall be provided by the schools in the educational program for all levels, in accordance with state regulations.[21]

Parents/Guardians shall be informed of and be provided opportunities during school hours to review all curriculum materials used in instruction relative to communicable and life-threatening diseases, **in accordance with Board policy**.[21][22][23]

Health Records

A comprehensive health record shall be maintained for each student enrolled in the district. The record shall include the results of required tests, measurements, screenings, regular and special examinations, and medical questionnaires.[17][24]

All health records shall be confidential, and their contents shall be divulged only when necessary for the health of the student or to a physician at the written request of the parent/guardian. **The district may disclose information from health records to appropriate parties in connection with an emergency when necessary to protect the health or safety of the student or other individuals, in accordance with applicable law and Board policy**.[25][26][27][28][29][30]

NOTES:

List of required immunizations can be found at 28 PA Code Sec. 23.83.

Please remove the following language when writing policies and note on cross-reference that the language is too broad:

The district shall require parents/guardians to annually complete a medical history report form that includes information regarding known communicable diseases.

Note: if district replaces this language in policy during draft revisions, it is all right to keep in policy.

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Book	Policy Manual
Section	200 Pupils
Title	Health Examinations/Screenings
Code	209 Vol V 2020
Status	First Reading
Legal	<ol style="list-style-type: none"> 1. 24 P.S. 1401 2. 24 P.S. 1402 3. 24 P.S. 1403 4. 22 PA Code 12.41 5. 24 P.S. 1407 6. 28 PA Code 23.1 et seq 7. 24 P.S. 1405 8. 28 PA Code 23.2 9. 20 U.S.C. 1232h 10. 24 P.S. 1419 11. 28 PA Code 23.45 12. 24 P.S. 1406 13. 23 Pa. C.S.A. 6311 14. Pol. 806 15. Pol. 203 16. Pol. 103 17. Pol. 103.1 18. 24 P.S. 1409 19. Pol. 113.4 20. Pol. 216 21. 20 U.S.C. 1232g 22. 34 CFR Part 99 23. Pol. 805 24. Pol. 800 24 P.S. 1401-1419 23 Pa. C.S.A. 6301 et seq

Authority

In compliance with **applicable law and regulations, and Board-approved health and safety plans**, the Board shall require that district students submit to health and dental examinations, **screenings and health monitoring** in order to protect the school community from the spread of communicable disease and to ensure that the student's participation in health, safety and physical education courses meets **the student's** individual needs and that the learning potential of each student is not lessened by a remediable physical disability.[1][2][3][4]

Guidelines

Each student shall receive a comprehensive health examination conducted by the school physician upon original entry, in sixth grade, and in eleventh grade.[2][4][5]

Each student shall receive a comprehensive dental examination conducted by the school dentist upon original entry, in third grade, and in seventh grade.[3][4][5]

A private health and/or dental examination conducted at the parents'/guardians' request and expense shall be accepted in lieu of the school examination. The district shall accept reports of privately conducted physical and dental examinations completed within one (1) year prior to a student's entry into the grade where an exam is required.[5]

The school nurse or medical technician shall administer to each student vision tests, hearing tests, tuberculosis tests, other tests deemed advisable, and height and weight measurements, at intervals established by the district. Height and weight measurements shall be used to calculate the student's weight-for-height ratio.[2][4][6]

Parents/Guardians of students who are to receive physical and dental examinations or screenings shall be notified. The notice shall include the date and location of the examination or screening and notice that the parents/guardians may attend. The notice shall encourage the parent/guardian to have the examination or screening conducted by the student's private physician or dentist at the parent's/guardian's expense to promote continuity of care. Such statement may also include notification that the student may be exempted from such examination or screening if it is contrary to the parent's/guardian's religious beliefs.[7][8][9]

A student who presents a statement signed by the parent/guardian that a **health** examination is contrary to **the student's or parent's/guardian's** religious beliefs shall be examined only when the Secretary of Health determines that facts exist indicating that **certain conditions** would present a substantial menace to the health of others in contact with the student if the student is not examined **for those conditions**. [10][11]

Where it appears to school health officials or teachers that a student deviates from normal growth and development, or where school examinations reveal conditions requiring health or dental care, the parent/guardian shall be notified of the apparent need for a special examination by the student's private physician or dentist. The parent/guardian shall report to the school whether a special examination occurred. If the parent/guardian fails to report whether the examination occurred within a reasonable time after being notified of the apparent need and the abnormal condition persists, appropriate school health personnel shall arrange a special **health** examination for the student.[2][4][12]

In the event that the parent/guardian objects to or refuses to obtain a regular or special **health** or dental examination or refuses to permit the child to be examined as arranged by the school nurse or school physician, the school nurse, in consultation with the school physician, shall determine whether the student appears to have unaddressed health conditions such that under the circumstances the refusal should be reported to the **PA** Department of Health or other appropriate authorities.

Where school health officials or staff have reasonable cause to suspect that a student may be the victim of child abuse, the school employee shall make a report of suspected child abuse in accordance with law and Board policy.[13][14]

Health Monitoring

The Board directs district staff to monitor student health in accordance with applicable Board policy and the Board-approved health and safety plan.[15]

A student may request an alternative method of monitoring as a religious accommodation, and designated district staff shall assess and respond to such request in accordance with applicable law, regulations and Board policy. A request for an accommodation that would unreasonably impair safety or cause undue hardship will not be granted.[16]

A student with a health condition that may render a monitoring method ineffective should notify designated staff so that alternative or supplemental methods may be considered.[16][17]

Students who may be exhibiting symptoms that indicate health concerns shall be referred to the school nurse or designated staff for further assessment and response, in accordance with Board policy.[15]

Health Records

The district shall maintain for each student a comprehensive health record which includes a record of immunizations and the results of tests, measurements, regularly scheduled examinations and special examinations.[2]

All health records shall be confidential and shall be disclosed only when necessary for the health of the student or when requested by the parent/guardian, in accordance with law and Board policy.[18][19][20]

The district may disclose information from health records to appropriate parties in connection with an emergency when necessary to protect the health or safety of the student or other individuals, in accordance with applicable law and Board policy.[15][18][19][20][21][22][23]

Designated district staff shall request from the transferring school the health records of students transferring into district schools. Staff shall respond to such requests for the health records of students transferring from district schools to other schools.[18]

The district shall destroy student health records only after the student has not been enrolled in district schools for at least two (2) years.[18][24]

Delegation of Responsibility

The Superintendent or designee shall instruct all staff members to continually observe students for conditions that indicate health **concerns** or disability and to promptly report such conditions to the school nurse **or designated staff**.[2]

The Superintendent or designee shall ensure that notice is provided to all parents/guardians regarding the existence of and eligibility for the Children's Health Insurance Program (CHIP).[12]

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Book	Policy Manual
Section	200 Pupils
Title	Hazing
Code	247 Vol IV 2020
Status	First Reading
Legal	1. 18 Pa. C.S.A. 2802 2. 18 Pa. C.S.A. 2803 3. 18 Pa. C.S.A. 2804 4. 18 Pa. C.S.A. 2808 5. 18 Pa. C.S.A. 2806 6. 18 Pa. C.S.A. 2801 7. 24 P.S. 511 8. 18 Pa. C.S.A. 2301 9. Pol. 122 10. Pol. 123 11. Pol. 103 12. Pol. 103.1 13. 18 Pa. C.S.A. 2810 14. 24 P.S. 1303-A 15. 22 PA Code 10.2 16. 35 P.S. 780-102 17. 24 P.S. 1302.1-A 18. 22 PA Code 10.21 19. 22 PA Code 10.22 20. Pol. 805.1 21. 22 PA Code 10.25 22. Pol. 218 23. Pol. 233 24. Pol. 317 18 Pa. C.S.A. 2801 et seq 22 PA Code 10.23 Pol. 113.1 Pol. 916

Purpose

The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the district and are prohibited at all times.

Definitions

Hazing occurs when a person intentionally, knowingly or recklessly, for the purpose of initiating, admitting or affiliating a student with an organization, or for the purpose of continuing or enhancing membership or status in an organization, causes, coerces or forces a student to do any of the following:[1]

1. Violate federal or state criminal law.
2. Consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm.
3. Endure brutality of a physical nature, including whipping, beating, branding, calisthenics or exposure to the elements.
4. Endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment.
5. Endure brutality of a sexual nature.
6. Endure any other activity that creates a reasonable likelihood of bodily injury to the student.

Aggravated hazing occurs when a person commits an act of hazing that results in serious bodily injury or death to the student and:[2]

1. The person acts with reckless indifference to the health and safety of the student; or
2. The person causes, coerces or forces the consumption of an alcoholic liquid or drug by the student.

Organizational hazing occurs when an organization intentionally, knowingly or recklessly promotes or facilitates hazing.[3][4]

Any activity, as described above, shall be deemed a violation of this policy regardless of whether:[5]

1. The consent of the student was sought or obtained, or
2. The conduct was sanctioned or approved by the school or organization.

Student activity or organization means any activity, society, corps, team, club or service, social or similar group, operating under the sanction of or recognized as an organization by the district, whose members are primarily students or alumni of the organization.[6][7]

For purposes of this policy, **bodily injury** shall mean impairment of physical condition or substantial pain.[8]

For purposes of this policy, **serious bodily injury** shall mean bodily injury which creates a substantial risk of death or which causes serious, permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ.[8]

Authority

The Board prohibits hazing in connection with any student activity or organization regardless of whether the conduct occurs on or off school property or outside of school hours.[4][5][7][9][10]

No student, parent/guardian, coach, sponsor, volunteer or district employee shall engage in, condone or ignore any form of hazing.

The Board encourages students who believe they, or others, have been subjected to hazing to promptly report such incidents to the building principal or designee.

Title IX Sexual Harassment and Other Discrimination

Every report of alleged hazing that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer **and Title IX Coordinator**. If, in the course of a hazing investigation, potential issues of discrimination are identified, the **Title IX Coordinator** shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged hazing.[11][12]

Delegation of Responsibility

Students, parents/guardians, coaches, sponsors, volunteers, and district employees shall be alert to incidents of hazing and shall report such conduct to the building principal or designee.

Guidelines

In addition to posting this policy on the district's publicly accessible website, the district shall inform students, parents/guardians, sponsors, volunteers and district employees of the district's policy prohibiting hazing, including district rules, penalties for violations of the policy, and the program established by the district for enforcement of the policy by means of [4]

- { } distribution of written policy
- {X} publication in handbooks
- {X} presentation at an assembly
- {X} verbal instructions by the coach or sponsor at the start of the season or program
- { } posting of notice/signs.

This policy, along with other applicable district policies, procedures and Codes of Conduct, shall be provided to all school athletic coaches and all sponsors and volunteers affiliated with a student activity or organization, prior to coaching an athletic activity or serving as a responsible adult supervising, advising, assisting or otherwise participating in a student activity or organization together with a notice that they are expected to read and abide by the policies, procedures and Codes of Conduct.[7]

Complaint Procedure

A student who believes that **they have** been subject to hazing is encouraged to promptly report the incident to the building principal or designee.

Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

The Board directs that verbal and written complaints of hazing shall be provided to the building principal or designee, who shall promptly notify the Superintendent or designee of the allegations and determine who shall conduct the investigation. Allegations of hazing shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of hazing brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be hazing under this policy but merits review and possible action under other Board policies.

Interim Measures/Police

Upon receipt of a complaint of hazing, the building principal or designee, in consultation with the Superintendent or designee, shall determine what, if any interim measures should be put in place to protect students from further hazing, bullying, discrimination or retaliatory conduct related to the alleged incident and report. Such interim measures may include, but not be limited to, the suspension of an adult who is involved, the separation of alleged victims and perpetrators, and the determination of what the complaining student needs or wants through questioning.

Those receiving the initial report and conducting or overseeing the investigation will assess whether the complaint, if proven, would constitute hazing, aggravated hazing or organizational hazing and shall report it to the police consistent with district practice and, as appropriate, consult with legal counsel about whether to report the matter to the police at every stage of the proceeding. The decision to report a matter to the police should not involve an analysis by district personnel of whether safe harbor provisions might apply to the person being reported, but information on the facts can be shared with the police in this regard.[13]

Referral to Law Enforcement and Safe Schools Reporting Requirements –

For purposes of reporting hazing incidents to law enforcement in accordance with Safe Schools Act reporting, the term **incident** shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act.[14][15][16]

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents, as defined in the Safe Schools Act, committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[14][15][17][18][19][20]

The Superintendent or designee shall notify the parent/guardian of any student directly involved in a defined incident as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[15][20][21]

In accordance with state law, the Superintendent shall annually, by July 31, report all new incidents to the Office for Safe Schools on the required form.[14][20]

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with **applicable law, regulations**, this policy and the district's legal and investigative obligations.

Retaliation

Reprisal or retaliation relating to reports of hazing or participation in an investigation of allegations of hazing is prohibited and shall be subject to disciplinary action.

Consequences for Violations

Safe Harbor –

An individual needing medical attention or seeking medical attention for another shall not be subject to criminal prosecution if **the individual** complies with the requirements under law, subject to the limitations set forth in law.[13]

Students –

If the investigation results in a substantiated finding of hazing, the investigator shall recommend appropriate disciplinary action up to and including expulsion, as circumstances warrant, in accordance with the Code of Student Conduct. The student may also be subject to disciplinary action by the coach or sponsor, up to and including removal from the activity or organization. The fact of whether a student qualified for and received safe harbor under a criminal investigation shall be considered in assigning discipline.[4][7][13][22][23]

{ } In addition to other authorized discipline, building principals shall have the authority, after providing the student or students an informal hearing, to impose a fine of up to

{ } Fifty dollars (\$50)

{ } ____ dollars (\$____)

on each student determined to have engaged in hazing in violation of this policy.[4][22]

{ } When recommended disciplinary action results in a formal hearing before the Board, in addition to other authorized disciplinary consequences, the Board may also impose a fine of up to

{ } One hundred fifty dollars (\$150)

{ } ____ dollars (\$____)

on each student determined to have engaged in hazing in violation of this policy.[4][23]

{ } When fines have not been paid, the Superintendent shall have the authority to direct that student diplomas and/or transcripts be withheld until payment in full is made or a payment plan is agreed upon. In cases of economic hardship, the Superintendent shall consider whether diplomas and/or transcripts should be released despite an unpaid fine.[4]

Nonstudent Violators/Organizational Hazing -

If the investigation results in a substantiated finding that a coach, sponsor, or volunteer affiliated with the student activity or organization engaged in, condoned or ignored any violation of this policy, **the coach, sponsor, or volunteer** shall be disciplined in accordance with Board policy and applicable laws and regulations. Discipline could include, but is not limited to, dismissal from the position as coach, sponsor, or volunteer, and/or dismissal from district employment.[24]

If an organization is found to have engaged in organizational hazing, it shall be subject to the imposition of fines and other appropriate penalties. Penalties may include rescission of permission for that organization to operate on school property or to otherwise operate under the sanction or recognition of the district.

Criminal Prosecution -

Any person or organization that causes or participates in hazing may also be subject to criminal prosecution.[4]

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247-Attach 1 Report Form.pdf (161 KB)



Book	Policy Manual
Section	200 Pupils
Title	Bullying/Cyberbullying
Code	249 Vol IV 2020
Status	First Reading
Legal	<ol style="list-style-type: none"> 1. 24 P.S. 1303.1-A 2. Pol. 103 3. Pol. 103.1 4. Pol. 218 5. 22 PA Code 12.3 6. 20 U.S.C. 7118 7. 24 P.S. 1302-A 8. Pol. 236 9. Pol. 233 Pol. 113.1

Purpose

The Board is committed to providing a safe, positive learning environment for district students. The Board recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the Board prohibits bullying by district students.

Definitions

Bullying means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting

{ } and/or outside a school setting,

that is severe, persistent or pervasive and has the effect of doing any of the following:[1]

1. Substantially interfering with a student's education.
2. Creating a threatening environment.
3. Substantially disrupting the orderly operation of the school.

Bullying, as defined in this policy, includes cyberbullying.

School setting means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.[1]

Authority

The Board prohibits all forms of bullying by district students.[1]

The Board encourages students who believe they or others have been bullied to promptly report such incidents to the building principal or designee.

Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

The Board directs that verbal and written complaints of bullying shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of bullying brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be bullying under this policy but merits review and possible action under other Board policies.

Title IX Sexual Harassment and Other Discrimination

Every report of alleged bullying that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer **and Title IX Coordinator**. If, in the course of a bullying investigation, potential issues of discrimination are identified, the **Title IX Coordinator** shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged bullying.[2][3]

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with **applicable law, regulations**, this policy and the district's legal and investigative obligations.

Retaliation

Reprisal or retaliation relating to reports of bullying or participation in an investigation of allegations of bullying is prohibited and shall be subject to disciplinary action.

Delegation of Responsibility

Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying.

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

The Superintendent or designee shall ensure that this policy and administrative regulations are reviewed annually with students.[1]

The Superintendent or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.[1]

District administration shall annually provide the following information with the Safe School Report:[1]

1. Board's Bullying Policy.
2. Report of bullying incidents.
3. Information on the development and implementation of any bullying prevention, intervention or education programs.

Guidelines

The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.[1][4][5]

This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website.[1]

Education

The district

{x} may

{ } shall

develop, implement and evaluate bullying prevention and intervention programs and activities. Programs and activities shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.[1][6][7][8]

Consequences for Violations

A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include:[1][4][9]

1. {x} Counseling within the school.
2. {X} Parental conference.
3. {x} Loss of school privileges.
4. {x} Transfer to another school building, classroom or school bus.
5. {x} Exclusion from school-sponsored activities.
6. {x} Detention.
7. {X} Suspension.
8. {x} Expulsion.
9. {x} Counseling/Therapy outside of school.
10. {x} Referral to law enforcement officials.

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249-Attach 1 Report Form.pdf (161 KB)



Book	Policy Manual
Section	200 Pupils
Title	Dating Violence
Code	252 Vol IV 2020
Status	First Reading
Legal	1. 24 P.S. 1553 2. Pol. 218 3. Pol. 103 4. Pol. 103.1 5. 71 P.S. 611.13 6. Pol. 105.1 7. Pol. 105.2 22 PA Code 12.12 20 U.S.C. 1232g

Purpose

The purpose of this policy is to maintain a safe, positive learning environment for all students that is free from dating violence. Dating violence is inconsistent with the educational goals of the district and is prohibited at all times.

Definitions

Dating Partner shall mean a person, regardless of gender, involved in an intimate relationship with another person, primarily characterized by the expectation of affectionate involvement, whether casual, serious or long-term.[1]

Dating Violence shall mean behavior where one person uses threats of, or actually uses, physical, sexual, verbal or emotional abuse to control the person's dating partner.[1]

Authority

The Board encourages students who have been subjected to dating violence to promptly report such incidents.

The district shall investigate promptly all complaints of dating violence and shall administer appropriate discipline to any student who violates this policy.[2]

Title IX Sexual Harassment and Other Discrimination

Every report of alleged dating violence that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be

handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a dating violence investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged dating violence.[3]
[4]

Guidelines

Complaint Procedure

When a student believes that **they have** been subject to dating violence, the student is encouraged to promptly report the incident, orally or in writing, to the

{x} building principal.

{x} guidance counselor.

{x} classroom teacher.

The building principal shall conduct a timely, impartial, and comprehensive investigation of the alleged dating violence.

The building principal shall prepare a written report summarizing the investigation and recommending disposition of the complaint. The complainant and the accused shall be informed of the outcome of the investigation.[1]

If the investigation results in a substantiated finding of dating violence, the building principal shall recommend appropriate disciplinary action, as circumstances warrant, in accordance with the Code of Student Conduct.[1]
[2]

The district shall document the corrective action taken and, where not prohibited by law, inform the complainant.

This policy on dating violence shall be:[1]

1. Published in the Code of Student Conduct.
2. Published in the Student Handbook.
3. Made available on the district's website, if available.
4. Provided to parents/guardians.

Dating Violence Training

The district may provide dating violence training to guidance counselors, nurses, and mental health staff at the high school as deemed necessary. At the discretion of the Superintendent, parents/guardians and other staff may also receive training on dating violence.[1]

Dating Violence Education

The district may incorporate age-appropriate dating violence education into the annual health curriculum framework for students in grades nine through twelve. The district shall consult with at least one (1) local domestic violence program or rape crisis program when developing the educational program.[1][5]

A parent/guardian of a student under the age of eighteen (18) shall be permitted to examine the instructional materials for the dating violence education program.[1][6]

At the request of the parent/guardian, the student may be excused from all or part of the dating violence education program.[1][7]

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252-Attach 1 Report Form.pdf (161 KB)



Book	Policy Manual
Section	300 Employees
Title	Physical Examination
Code	314 Vol V 2020
Status	First Reading
Legal	<ol style="list-style-type: none"> 1. 24 P.S. 1418 2. 28 PA Code 23.43 3. 42 U.S.C. 12112 4. 28 PA Code 23.44 5. 24 P.S. 1419 6. 28 PA Code 23.45 7. Pol. 104 8. 28 PA Code 27.71 9. 28 PA Code 27.72 10. Pol. 334 11. Pol. 335 12. 42 U.S.C. 2000ff et seq <p>24 P.S. 1416</p> <p>42 U.S.C. 12101 et seq</p> <p>U.S. Equal Employment Opportunity Commission – Guidance on COVID-19, ADA, Rehabilitation Act and Other Equal Employment Opportunity Laws</p> <p>U.S. Equal Employment Opportunity Commission – Questions and Answers on Religious Discrimination in the Workplace</p>

Purpose

In order to certify the fitness of administrative, professional and support employees to discharge efficiently the duties they will be performing and to protect the health of students and staff, **the Board shall require physical examinations of all district employees prior to beginning employment and may require health monitoring to prevent the transmission of communicable diseases in the school setting.**

Definitions

A **physical examination, for purposes of this policy**, shall mean a general examination by a licensed physician, certified registered nurse practitioner or a licensed physician assistant.

Health monitoring, for purposes of this policy, shall mean screening or monitoring an employee for specific symptoms that may indicate the presence of a communicable disease, in accordance with

guidance from state and local health officials.**Authority**

After receiving an offer of employment but prior to beginning employment, all candidates shall undergo **physical** examinations, as required by law and as the Board may require.[1][2][3]

{x} the expense for which shall be

{x} paid by the applicant.

{ } paid by the Board.

The Board requires that all employees undergo a tuberculosis examination provided by the district upon initial employment, in accordance with regulations of the **PA** Department of Health.[1][4]

The Board may require an employee to undergo a physical examination at the Board's request.[1]

An employee who presents a signed statement that a **physical** examination is contrary to **the employee's** religious beliefs shall be examined only when the Secretary of Health determines that **facts exist indicating that certain conditions would present** a substantial menace to the health of others **in contact with the employee if the employee is not examined for those conditions**.[5][6]

Guidelines**Health Monitoring and Communicable Diseases**

The district may require employees to participate in health monitoring by designated staff to check for signs and symptoms of communicable diseases in accordance with guidance issued by state and local health officials and the Board-approved health and safety plan. An employee may request an alternative method of monitoring as a religious accommodation, and designated district staff shall assess and respond to such request in accordance with applicable law, regulations and Board policy. A request for an accommodation that would unreasonably impair workplace safety or cause undue hardship will not be granted.[7]

An employee with a health condition that may render a monitoring method ineffective should notify designated staff so that alternative or supplemental methods may be considered.[7]

Employees exhibiting symptoms that indicate health concerns shall be referred to the school nurse or designated staff for further assessment, and may be excluded from school facilities in accordance with regulations of the PA Department of Health or guidance from state or local health officials for specified diseases and infections conditions. Employees may return to school facilities when the criteria for readmission following a communicable disease have been met, in accordance with law, regulations or guidance from state or local health officials.[8][9][10][11]

Delegation of Responsibility

The results of all required **physical** examinations shall be made known to the Superintendent on a confidential basis and discussed with the employee.

Medical records **and other health information** of an employee shall be **maintained confidentially and** kept in a file separate from the employee's personnel file.[3][12]

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Book	Policy Manual
Section	300 Employees
Title	Educator Misconduct
Code	317.1 Vol IV 2020
Status	First Reading
Legal	<ol style="list-style-type: none"> 1. 22 PA Code 235.1 et seq 2. 24 P.S. 2070.1a 3. 24 P.S. 2070.1b 4. 23 Pa. C.S.A. 6303 5. 24 P.S. 2070.9a 6. Pol. 806 7. 24 P.S. 111 8. Pol. 317 9. 24 P.S. 2070.9c 10. 24 P.S. 2070.11 11. Pol. 103 12. Pol. 104 13. 24 P.S. 2070.17b 14. 24 P.S. 2070.17a 23 Pa. C.S.A. 6301 et seq 24 P.S. 2070.1a et seq

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.

Authority

The Board requires certificated district employees to comply with the Code of Professional Practice and Conduct and the requirements of the Educator Discipline Act.[1][2].

Definitions

Educator - shall mean a person who holds a certificate.[3]

Certificate - shall mean any Commonwealth of Pennsylvania certificate, commission, letter of eligibility or permit issued under the School Code.[3]

Sexual Abuse or Exploitation - shall mean any of the following:[4].

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:
 - 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.
 - 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.
 - c. Actual or simulated sexual activity or nudity for the purpose of sexual stimulation or gratification of any individual.
 - d. Actual or simulated sexual activity for the purpose of producing visual depiction, including photographing, videotaping, computer depicting or filming.
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.

Sexual Misconduct - 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:[3]

1. Sexual or romantic invitation.
2. Dating or soliciting dates.
3. Engaging in sexualized or romantic dialog.
4. Making sexually suggestive comments.
5. Self-disclosure or physical disclosure of a sexual or erotic nature.
6. Any sexual, indecent, romantic or erotic contact with a child or student.

Delegation of Responsibility

Duty to Report

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:[5]

1. Who has been provided with notice of intent to dismiss or remove for cause, notice of nonrenewal for cause, notice of removal from eligibility lists for cause, or notice of intent not to reemploy for cause.
2. Who has been arrested or indicted for, or convicted of any crime that is graded a misdemeanor or felony.
3. Against whom there are any allegations of sexual misconduct or sexual abuse or exploitation involving a child or student.
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.
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.

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).[6]
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.

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.[5]

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.[5]

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.[5][7][8]

Failure to comply with the reporting requirements may result in professional disciplinary action.[9]

Guidelines

Investigation

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.[10]

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.[10]

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 the 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.[10]

Title IX Sexual Harassment and Other Discrimination

Whenever the allegations underlying a report of educator misconduct include conduct that appears to constitute harassment or other discrimination, including Title IX sexual harassment, subject to policies and procedures specific to such conduct, the Title IX Coordinator shall be promptly notified and shall respond to such allegations as provided in the applicable Board policies. Whenever an investigation by the district of educator misconduct reveals indications of conduct by any person that appears to constitute harassment or other discrimination, including Title IX sexual harassment, the Title IX Coordinator shall be promptly notified and shall respond to such allegations as provided in policies specific to such discrimination. To the extent feasible, investigations pursuant to discrimination policies shall be conducted jointly with investigations by the district of educator misconduct.[11][12]

Confidentiality Agreements

The district shall not enter into confidentiality or other agreements that interfere with the mandatory reporting requirement.[10]

Confidentiality

Except as otherwise provided in the Educator Discipline Act, all information related to any complaint, any complainant, or any proceeding related to discipline **under the Educator Discipline Act** shall remain confidential unless or until public discipline is imposed.[13]

Immunity

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.[14]

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Book	Policy Manual
Section	300 Employees
Title	Attendance and Tardiness
Code	318 Vol V 2020
Status	Recommended
Legal	1. 24 P.S. 510 2. Pol. 332 3. Pol. 334 4. Pol. 335 5. Pol. 336 6. Pol. 339

Authority

Punctual and reliable attendance by administrative, professional and support employees is essential for the operation of district schools. Therefore, a prerequisite for efficient performance of job functions by employees is the punctual commencement and proper completion of all assigned duties.[1][2]

The district shall establish processes for staff to report unexpected absences, which shall be addressed in accordance with Board policy and an applicable individual contract, collective bargaining agreement or Board resolution.[3][4][5][6]

Delegation of Responsibility

It shall be the responsibility of the

{X} Superintendent or designee

{ } Business Manager

{ } Personnel Director

to assess penalties when a district employee fails to meet attendance requirements.

{ } Whether tardiness is excusable shall be determined by the immediate supervisor.

{ } The Superintendent is authorized to direct district employees who are repeatedly tardy not to report at all on those days when they do not report on time, and to suffer appropriate wage penalties.

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Book	Policy Manual
Section	300 Employees
Title	Job Related Expenses
Code	331 Vol V 2020
Status	First Reading
Legal	1. 24 P.S. 517 2. Pol. 309.1 3. Pol. 624 Pol. 626.1

Authority

The Board shall reimburse administrative, professional and support employees for the actual and necessary expenses, including travel expenses, they incur in the course of performing services for the district, in accordance with Board policy.[1]

Delegation of Responsibility

The validity of payments for job related expenses for all district employees shall be determined by the

☒ Superintendent or designee.

☐ Business Manager.

☐ Personnel Director.

☐ The Superintendent or designee shall report all reimbursed expenses for travel outside the district by employees at the next Board meeting.

The Superintendent or designee shall develop administrative regulations for **approval and** reimbursement of **job related** expenses, **including** travel expenses, **which shall require employees to provide adequate documentation of expenses.**

Guidelines

**{ } The Board shall reimburse staff, who are assigned to work remotely for designated assignments, for actual expenses that are reasonable and necessary expenses incurred by staff in direct consequence or discharge of their assigned duties, approved in advance and in accordance with an individual contract, collective bargaining agreement or Board resolution. Such expenses may include, but are not limited to, Internet connectivity, telecommunications services or physical materials needed to develop and implement instruction or services for students and the district.[2]
[3]**

The use of a personal vehicle shall be considered a legitimate job expense if travel is among the employee's assigned schools, but not between home and school, and is authorized in advance by the

☐ immediate supervisor.

☐ building principal.

☐ Business Manager.

☒ Superintendent or designee.

Use of a personal vehicle for approved purposes is reimbursable at one half (1/2) the current IRS rate per mile. ~~the rate per mile approved by the Board.~~

☒ Use of a personal vehicle requires that liability insurance be provided by the employee.

Actual and necessary expenses incurred when attending functions outside the district shall be reimbursed to an employee if approval has been obtained in advance from the [1].

☒ Board.

☒ Superintendent.

☐ building principal.

☐ immediate supervisor.

Attendance at approved events outside the district shall be without loss of regular pay, unless otherwise stipulated prior to attendance.

In all instances of travel and job related expense reimbursement, full itemization with receipts attached shall be required. Meals will be reimbursed for overnight trips only not to exceed \$50.00 per day.

Failure to attend a seminar, conference, workshop, etc. shall require the employee to reimburse the district for all costs incurred. In cases of emergency, where attendance may not have occurred, the Superintendent will decide as to the legitimacy of such emergency.

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Book	Policy Manual
Section	300 Employees
Title	Working Periods
Code	332 Vol V 2020
Status	First Reading
Legal	1. 24 P.S. 510 2. 24 P.S. 1504 3. Pol. 804 4. Pol. 803 5. 24 P.S. 520.1 6. Pol. 805 Pol. 318

Authority

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.

The Board has the authority and responsibility to determine the hours **and days** 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. [1][2][3][4]

The Board has the authority to make modifications to the school calendar and the school schedule as necessary to meet the instructional and health and safety needs of students and staff. Modifications to staff working periods shall be addressed in accordance with the administrative compensation plan, individual contracts, applicable collective bargaining agreements, Board resolutions and/or Board-approved health and safety or other emergency preparedness and response plans.[4][5][6]

Delegation of Responsibility

The Superintendent or designee shall develop administrative regulations to ensure district employees **are informed of and** adhere to their assigned work schedules.

Professional personnel shall have a duty-free lunch period of not less than thirty (30) minutes.[2]

Staff may be assigned extra or alternative duties, distributed equitably when possible, at the discretion of the { } building principal.
 { } department chairperson.

{x} immediate supervisor.

All professional staff members are expected to attend each faculty meeting unless specifically excused by the responsible administrator.

Guidelines**Professional Employees**

Teachers are required to be present at school at least fifteen (15) minutes before school commences. This may be modified by the building principal.

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.

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.

Instructional personnel shall have a duty-free lunch period of not less than thirty (30) minutes.[2]

Employees may not leave the school building during their lunch period without permission of the building principal.

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.

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.

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Book	Policy Manual
Section	300 Employees
Title	Sick Leave
Code	334 Vol V 2020
Status	First Reading
Legal	1. 24 P.S. 1154 2. 24 P.S. 510 3. Pol. 317

Authority

Board policy for certificated administrative and professional employees shall ensure that eligible employees receive paid sick leave days annually, in accordance with law, administrative compensation plan, individual contract, collective bargaining agreement, or Board resolution. Unused leave shall be cumulative.[1]

Board policy for noncertificated administrative and support employees shall ensure that eligible employees receive paid sick leave days annually, in accordance with the administrative compensation plan, individual contract, collective bargaining agreement or Board resolution. Unused leave shall be cumulative.

The Board reserves the right to require any employee claiming **paid or unpaid** sick leave pay to submit sufficient proof, including **documentation from a licensed physician, certified registered nurse practitioner or a licensed physician assistant**, of the employee's illness, disability **or need to quarantine**. [1][2]

Misuse of sick leave shall be considered a serious infraction subject to disciplinary action.[3]

The Board shall consider the **written request** of any eligible employee for an extension of sick leave, **with or without pay**, when the employee's own accumulated sick leave **or other paid or unpaid leave has been** exhausted, pursuant to law **or collective bargaining agreement provisions** where applicable.[1][2]

{ } The Board approves the use of Sick Leave Banks, and directs the Superintendent or designee to establish administrative regulations or procedures to ensure they are operated in accordance with the provisions of law, Board policy and an applicable administrative compensation plan, collective bargaining agreement, or Board resolution.

Delegation of Responsibility

The Superintendent shall report to the Board the names of employees absent for noncompensable cause or whose claim for sick leave pay cannot be justified.

Guidelines

Whatever the claims of disability, no day of absence shall be considered a sick leave day if the employee has engaged in or prepared for other gainful employment, or has engaged in any activity that would raise doubts

regarding the validity of the sick leave request.

Records

The district's personnel records shall show the attendance of each employee; and the days absent shall be recorded, with the reason for such absence noted.[1][2]

A record shall be made of the unused sick leave days accumulated by each district employee, which shall be reported to the employee.[1][2]

{ } It is the policy of the Board not to make payment for unused sick leave upon discharge, resignation, or retirement.

{x} The Board shall pay a specified amount for each unused sick leave day, up to a designated number of days, upon the retirement or death of an employee, as provided in the administrative compensation plan, individual contract, collective bargaining agreement or Board resolution.

NOTE: Include the option on Sick Leave Banks if the Board has a separate policy on Sick Leave Banks or if they are included in the collective bargaining agreement and/or administrative compensation plan.

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Book	Policy Manual
Section	300 Employees
Title	Responsibility for Student Welfare
Code	340 Vol V 2020
Status	First Reading
Legal	1. 24 P.S. 510 2. Pol. 705 3. Pol. 805

Authority

The Board adopts this policy to ensure appropriate oversight of and responsibility for student welfare by administrative, professional and support employees.[1]

District employees are responsible for the safety of students in their charge within school buildings and on district property.

Each employee **is responsible** for supervision, control and protection of students, commensurate with assigned duties and **directives**.

Each employee is responsible to ensure that students are supervised by a teacher or other staff member at all times while engaged in district activities.

{x} An employee should not voluntarily assume responsibility for duties **the employee** cannot reasonably perform. Voluntary assumption carries the same responsibilities as assigned duties.

Teachers **and designated staff** shall provide proper instruction in **and enforcement of** safety **rules and procedures included in the Board-approved health and safety plan and** assigned curriculum.[2][3]

Each employee has the responsibility to report immediately to the **building principal or designated staff** an accident, safety hazard, unsafe or dangerous **condition, or to immediately address observed violations of district safety rules.**[2]

{x} Employees may not send students on any personal errands.

{x} Employees may not transport students in a personal vehicle, except when specifically **authorized by the building principal or designee.**

{x} Employees shall not require a student to perform **services** that may be detrimental to the student's health.

Delegation of Responsibility

Building principals shall monitor employees' adherence to this policy to ensure the maintenance of standards that protect student welfare.

Building principals shall annually develop and implement a plan of supervision for the following:

- 1. Student arrivals and departures, including buses.**
- 2. Halls, restrooms and playgrounds.**
- 3. Cafeteria.**
- 4. Before and after school.**
- 5. Field trips.**
6. School activities.

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Book	Policy Manual
Section	700 Property
Title	Facilities and Workplace Safety
Code	705 Vol V 2020
Status	First Reading
Legal	<ul style="list-style-type: none"> 1. Pol. 103.1 2. Pol. 113 3. Pol. 113.1 4. Pol. 218 5. Pol. 317 6. Pol. 907 7. Pol. 805 8. 24 P.S. 223 9. 34 PA Code 129.1001 et seq 10. 72 P.S. 1722-J 11. 77 P.S. 1038.2 24 P.S. 510 24 P.S. 1517 24 P.S. 1518

Purpose

The Board recognizes that district facilities must be maintained and operated in a condition that prioritizes the safety of students, staff and visitors.

Authority

The Board directs the district to provide facilities and equipment for the safe conduct of the educational programs and operations of the schools, **in accordance with guidance issued by state and local officials, and the Board-approved health and safety plan.**

The Board requires that all students, staff and visitors adhere to state and local health and safety orders, Board policy, administrative regulations and Board-approved plans requiring face coverings or other protective devices where needed for safety purposes. Violation of this policy and school safety rules may result in disciplinary action, in accordance with law, regulations or Board policy, or denial of entry to district buildings and property, except where accommodations are deemed reasonable and necessary for individuals with disabilities or for medical conditions.[1][2][3][4][5][6]

Delegation of Responsibility

The Superintendent or designee shall **periodically** review and evaluate district **health and safety** rules and **health and safety** plans, **as necessary**.^[7]

Administrators shall ensure that all staff and students are informed of **health and safety** rules at the beginning of the school year **and whenever conditions and requirements change**. **Administrators shall provide ongoing education and post signage to assist staff and students in complying with health and safety rules**.^[7]

Guidelines

Certified Workplace Safety Committee

A workplace safety committee shall be established to promote the district's goals concerning safe schools.^[8]
^[9]^[10]^[11]

The workplace safety committee shall be composed of a minimum of four (4) members, including two (2) district administrators and two (2) employee representatives.

If the number of members on the workplace safety committee exceeds four (4), the committee shall be composed of an equal number of administrators and employees unless otherwise agreed upon by both groups. The district administrators shall not constitute a majority of the workplace safety committee.

It shall be the responsibility of the workplace safety committee to:

1. Evaluate the current safety program.
2. Establish procedures for conducting and documenting the findings of periodic inspections to locate and identify safety and health hazards.
3. Make recommendations to correct hazards.
4. Review, in a timely manner, incident and accident report and investigation forms.
5. Conduct follow-up evaluations on the effectiveness of new health and safety equipment or safety procedures.

A quorum of the workplace safety committee members shall meet at least once a month.

The workplace safety committee shall develop and maintain operating procedures, membership lists, committee meeting agendas, attendance lists and minutes of each meeting.

All decisions of the committee shall be made by majority vote of members present.

The Superintendent or designee shall ensure that a qualified trainer provides **all** committee members with adequate, annual training in safety committee structure and operation, hazard detection and inspection, and accident and illness prevention and investigation.

The Superintendent or designee shall maintain written records of workplace safety committee training.

NOTES:

Delete Certified Workplace Safety Committee section if the school entity does not have a safety committee because it self-insures or pools its liabilities. If not sure, leave it in for school entity to consider and delete if necessary.



Book	Policy Manual
Section	800 Operations
Title	School Calendar
Code	803 Vol V 2020
Status	First Reading
Legal	<ol style="list-style-type: none"> 1. 24 P.S. 1501 2. 24 P.S. 1501.9 3. 24 P.S. 1502 4. 24 P.S. 1503 5. 24 P.S. 1504 6. 24 P.S. 1506 7. 22 PA Code 11.2 8. 22 PA Code 4.4 9. 22 PA Code 11.1 10. 24 P.S. 520.1 11. Pol. 006 12. Pol. 805

Purpose

The Board recognizes that preparation of an annual school calendar is necessary for the efficient operation of the district.

Authority

The Board shall determine annually the days and the hours when the schools will be in session for instructional purposes, in accordance with state law and regulations. **This may include, as appropriate, activities qualifying as instructional days under the direction of certified school employees for fulfilling the minimum required days of instruction under law and regulations.**[1][2][3][4][5][6][7]

The school calendar shall normally consist of a minimum of 180 student days.[1][8][9]

The Board reserves the right to alter the school calendar when it is in the best interests of the district.

When an emergency arises, which the Board could not anticipate or foresee, and such emergency results in the district being unable to provide for the in-person attendance of all students during the established length of school days, number of days per week or hours of classes, the Board may establish temporary provisions during the period of emergency. During an open regular or special Board meeting, the Board shall take action to identify the emergency and establish the temporary provisions. Such action shall be recorded in the Board minutes for the open meeting and certified

with the Secretary of Education in the form prescribed by the PA Department of Education for review or approval. The Board shall enact the temporary provisions in response to the emergency, which may remain in effect for a period of no more than four (4) years.[10][11]

Temporary provisions established in accordance with law may include but are not limited to:[10]

1. Keeping schools in session such days and number of days per week as the Board deems necessary, which shall include maintaining the requirement for a minimum of 180 student days.
2. Reducing the length of time of daily instruction for courses and classes.
3. Implementing remote and other alternative methods of delivering instruction under the direction of certified school employees.[7]

Delegation of Responsibility

The Superintendent shall annually prepare a school calendar for Board consideration.

The Superintendent or designee shall document alterations to the school calendar and any temporary provisions established in response to a designated emergency in accordance with law, regulations, guidance from the PA Department of Education or Board policy.[12]

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Book	Policy Manual
Section	800 Operations
Title	School Bus Drivers and School Commercial Motor Vehicle Drivers
Code	810.1 Vol I 2021
Status	First Reading
Legal	<ol style="list-style-type: none"> 1. 49 CFR 382.107 2. 49 CFR 392.80 3. 75 Pa. C.S.A. 1621 4. 75 Pa. C.S.A. 1622 5. 75 Pa. C.S.A. 102 6. 49 CFR Part 382 7. 49 CFR Part 40 8. 49 U.S.C. 31306 9. 67 PA Code 229.14 10. Pol. 818 11. 49 CFR 392.82 12. 75 Pa. C.S.A. 3316 13. 49 CFR 40.15 14. 49 CFR 382.105 15. 49 CFR 382.701 16. 49 CFR 40.3 17. 49 CFR 382.401 18. 49 CFR 382.601 19. 23 Pa. C.S.A. 6344 20. 23 Pa. C.S.A. 6344.3 21. 24 P.S. 111 22. 24 P.S. 111.1 23. Pol. 304 24. 49 CFR 382.413 25. 49 CFR 382.703 26. 49 CFR 40.25 27. 49 U.S.C. 31303 28. 75 Pa. C.S.A. 1604 29. 75 Pa. C.S.A. 1606 30. 67 PA Code 71.3

31. 49 CFR 391.25
32. 49 U.S.C. 31304
33. 49 CFR 391.41
34. Pol. 317
35. 49 CFR 382.213
36. 75 Pa. C.S.A. 1613
37. 49 CFR 382.205
38. 75 Pa. C.S.A. 1612
39. 75 Pa. C.S.A. 1603
40. 75 Pa. C.S.A. 3802
41. 49 CFR 382.207
42. 49 CFR 382.209
43. 49 CFR 382.211
44. 49 CFR 40.191
45. 49 CFR 382.215
46. 49 CFR 40.23
47. 49 CFR 382.201
48. 49 CFR 382.505
49. 49 CFR 40.289
50. 49 CFR 382.705
51. 49 CFR 40.333
52. Pol. 800
53. 49 CFR 382.405
54. 49 CFR 382.723
55. 49 CFR 40.321
56. 49 CFR 382.403
57. 24 P.S. 1517
58. 49 CFR 382.603
24 P.S. 510
75 Pa. C.S.A. 1601 et seq
Pol. 351

Note: This policy refers to school bus and commercial motor vehicle drivers only. Policy 810.3 applies to drivers of school vehicles used to transport students which do not qualify as a school bus or commercial motor vehicle.

Purpose

The Board recognizes that an employee must be fit to operate a school bus and commercial motor vehicle to ensure the health and safety of students being transported. The Board also recognizes that an employee impaired by drugs or alcohol who operates district vehicles or transports students poses significant risks to the safety of students and others.

Definitions

The following words and phrases, when used in this policy, shall have the meaning given to them in this section:

A **covered driver** shall include any district employee who drives, operates or is in the actual physical control or movement of a school bus or a commercial motor vehicle owned, leased or operated by the school district. The term includes drivers and mechanics who operate such vehicles, including full-time, regularly employed individuals; leased drivers; and independent owner-operator contractors who are directly employed by or under lease to the district or who operate a bus or commercial motor vehicle owned or leased by the district.
[1]

Commercial motor vehicle - a motor vehicle or combination of motor vehicles used in commerce to transport passengers or property if the vehicle:[1]

1. Has a gross combination weight rating or gross combination weight of 26,001 or more pounds, whichever is greater, inclusive of towed unit(s) with a gross vehicle weight rating or gross vehicle weight of more than 10,000 pounds, whichever is greater;
2. Has a gross vehicle weight rating or gross vehicle weight of 26,001 or more pounds, whichever is greater;
3. Is designed to transport sixteen (16) or more passengers, including the driver; or
4. Is transporting hazardous materials and is required to be placarded.

Driving - operating a commercial motor vehicle or motor carrier vehicle on a highway, with the motor running, including while the commercial motor vehicle or motor carrier vehicle is temporarily stationary because of traffic, a traffic control device or other momentary delay. The term does not include operating a commercial motor vehicle or motor carrier vehicle with or without the motor running if the driver moved the vehicle to the side of or off of a highway and halted in a location where the vehicle can safely remain stationary.[2][3][4]

Electronic device - an electronic device includes, but is not limited to, a cellular telephone, personal digital assistant, pager, computer or any other device used to input, write, send, receive or read text.[3]

Mobile telephone - a mobile communication device which uses a commercial mobile radio service.[4]

Safety-sensitive functions include all on-duty functions performed from the time a driver begins work or is required to be ready to work until **the driver** is relieved from work and all responsibility for performing work. It includes driving; waiting to be dispatched; inspecting and servicing equipment; supervising, performing or assisting in loading and unloading; repairing or obtaining and waiting for help with a disabled vehicle; and performing other requirements related to accidents.[1]

School bus means a motor vehicle that is designed to carry eleven (11) passengers or more, including the driver, and is used for the transportation of preprimary, primary or secondary school students to or from public, private or parochial schools or events related to such schools or school-related activities.[5]

Texting - manually entering alphanumeric text into or reading text from an electronic device. The following shall apply:[3]

1. The term includes, but is not limited to, short message service, emailing, instant messaging, a command or request to access an Internet web page, pressing more than a single button to initiate or terminate a voice communication using a mobile telephone or engaging in any other form of electronic text retrieval or entry, for present or future communication.
2. The term does not include:

- a. Inputting, selecting or reading information on a global positioning system or navigation system.
- b. Pressing a single button to initiate or terminate a voice communication using a mobile telephone.
- c. Using a device capable of performing multiple functions, including, but not limited to, fleet management systems, dispatching devices, citizens band radios and music players, for a purpose that is not prohibited by law.

Use a handheld mobile telephone or other electronic device –[4]

1. Using at least one (1) hand to hold a mobile telephone to conduct a voice communication.
2. Dialing or answering a mobile telephone by pressing more than a single button.
3. Reaching for a mobile telephone in a manner that requires a driver to maneuver so that the driver is no longer in a seated driving position, restrained by a seat belt.

Authority

The Board shall implement a drug use and alcohol misuse prevention program for employees who are required to hold a commercial driver's license and who perform safety-sensitive functions in accordance with federal and state laws and regulations.[6][7][8][9]

All contracted transportation providers shall implement a drug use and alcohol misuse prevention program in accordance with federal law and regulations.[10]

Covered drivers shall observe all state and federal laws and Pennsylvania Department of Transportation regulations governing traffic safety and school bus and commercial motor vehicle operation.

The Board prohibits covered drivers from texting and from using a handheld mobile telephone or other electronic device while driving a school bus or commercial motor vehicle except when it is necessary to communicate with law enforcement officials or other emergency services.[2][3][11][12]

Delegation of Responsibility

The Superintendent or designee shall develop administrative regulations to implement this policy and the requirements of law, which include the following components:

1. Selecting and contracting with a qualified medical review officer, substance abuse professional, a certified laboratory and other service agents as necessary.[13]
2. Establishment of procedures for required testing of covered drivers.[14]
3. Maintenance of the confidentiality of all aspects of the testing process.[8]
4. Delegation of responsibility for monitoring employee compliance with the provisions of Board policy and administrative regulations, including, but not limited to, an annual query of the Federal Motor Carrier Safety Administration's Commercial Driver's License Drug and Alcohol Clearinghouse.[15]
5. Designation of an employee responsible for receiving and handling results of drug and alcohol tests.[16]
6. Implementation of procedures for the query, preparation, maintenance, reporting, retention and disclosure of records, as required by law.[15][17]
7. Distribution to affected employees of information and materials relevant to Board policies and administrative regulations regarding drug and alcohol testing.[18]
8. Distribution to affected employees of information and materials relevant to individuals or organizations that can provide counseling and treatment for drug and/or alcohol problems.

The Superintendent or designee shall provide each driver, upon hire or transfer, with:

1. This policy and its accompanying administrative regulations; and[18]

2. Educational materials that explain the state and federal requirements related to misuse of alcohol and use of controlled substances.[18]

The Superintendent or designee shall also provide notice to representatives of employee organizations of the availability of this information.[18]

The Board designates the

{X} Superintendent

{ } Assistant Superintendent

{ } Director of Transportation

{ } Director of Human Resources

{ } Other _____

to be the contact person for questions about the drug use and alcohol misuse program.[18]

Guidelines

Employment Requirements

All covered drivers shall comply with the requirements for background checks/certifications and employment history reviews in accordance with applicable law, Board policy and administrative regulations. These requirements are addressed separately in Board policy 304 for drivers employed by the district and Board policy 818 for drivers employed by an independent contractor.[10][19][20][21][22][23]

Prior to employment by the district as a covered driver or transfer to a covered driver position, the district shall obtain the following information in accordance with federal and state laws and regulations:

1. Alcohol and drug testing information from previous U.S. Department of Transportation-regulated employers during the past three (3) years with the covered driver's written consent.[15][24][25][26]
2. Commercial motor vehicle employment information for the past ten (10) years.[27][28]

Additional Documentation -

Prior to employment by the district as a covered driver or transfer to a covered driver position, and at least once each school year, the Superintendent or designee shall:

1. Obtain a copy of a valid commercial driver's license indicating the appropriate endorsements from the covered driver, **or authorize the applicable legal exemption in cases of emergency**;;[29]
2. Obtain a copy of a Commonwealth of Pennsylvania School Bus Driver's Physical Examination Form from the covered school bus driver;[30]
3. Obtain a copy of a current Pennsylvania School Bus Endorsement card from the covered school bus driver;[30]
4. Review each covered driver's driving record to determine whether the driver meets the minimum requirements for safe driving and is not disqualified to operate a commercial motor vehicle.[31][32]

Prior to employment by the district as a covered driver or transfer to a covered driver position, and every two (2) years, the Superintendent or designee shall obtain a valid Medical Examiner's Certificate, if applicable.[33]

Reporting Requirements -

Covered drivers shall report misconduct in accordance with Board policy 317 for drivers employed by the district and Board policy 818 for drivers employed by an independent contractor.[10][20][21][34]

Covered drivers using controlled substances prescribed for therapeutic purposes by a licensed medical practitioner shall submit the practitioner's written statement that the prescribed substance will not adversely affect the employee's ability to safely operate a school bus or commercial motor vehicle.[35]

Covered drivers shall also inform their supervisors of any use of drug(s) or medication(s) for which the packaging includes warnings that, "marked drowsiness may occur and/or be careful when driving a motor vehicle or operating machinery." [35]

A covered driver **arrested**, charged with or issued a citation for violating a federal or state law or local ordinance relating to motor vehicle traffic control in this or any other state or any federal, provincial, territorial or municipal law relating to motor vehicle traffic control in Canada, other than parking violations, shall notify the Superintendent or designee

{x} and the contract carrier

in writing

{x} before the end of the next business day

{ } within seventy-two (72) hours

{ } within thirty (30) days

following the driver's arrest, charge or receipt of citation. Notice is required no matter what type of vehicle the driver was driving.[28]

An employee who has provided timely notification of an arrest, citation or charge shall not be terminated or otherwise disciplined by the district

{x} or contract carrier

based solely on the allegations underlying the arrest, citation or charge reported by the employee. Termination or other disciplinary action based on the underlying misconduct may be taken only where there has been a conviction of the violation, or where there is independent evidence of the underlying misconduct warranting termination or other discipline. This shall not preclude suspension, reassignment or other action pending resolution of the charges reported by the employee, nor disciplinary action up to and including termination for failure to provide timely notice of an arrest, citation or charge.[10][28][34]

A covered driver who is convicted of violating a federal or state law or local ordinance relating to motor vehicle traffic control in this or any other state or any federal, provincial, territorial or municipal law relating to motor vehicle traffic control in Canada, other than parking violations, shall notify the Superintendent or designee

{x} and the contract carrier

in writing of the conviction within **fifteen (15)** days of the date of conviction. Notice is required no matter what type of vehicle the driver was driving.[27][28]

Any covered driver whose operating privilege is suspended, revoked or canceled by any state, who loses the privilege to drive a school bus or commercial motor vehicle in any state for any period, or who is disqualified from driving a school bus or commercial motor vehicle for any period, shall notify the Superintendent or designee

{X} and the contract carrier

immediately upon reporting to work for the next scheduled shift following the notice of the suspension, revocation, cancellation, loss or disqualification.[27][28]

Failure to comply with the reporting requirements may result in disciplinary action, up to and including termination, **in accordance with applicable law, regulations and Board policy.**[10][34]

Controlled Substances and Alcohol

Drug and Alcohol Testing -

The district shall require covered drivers to submit to the following drug and alcohol tests in accordance with state and federal laws and regulations: pre-employment, random, post-accident, reasonable suspicion, return-to-work and follow-up.[6][7][8][14][36]

Prohibited Conduct -

Covered drivers shall not use medical marijuana products.

Covered drivers shall not ingest hemp products or otherwise use hemp products in a way that may result in absorption of hemp or hemp residue into the body.

A covered driver shall not report for duty, drive, operate or be in the actual physical control of the movement of a school bus or commercial motor vehicle under the following circumstances:

1. While using or while having any amount of alcohol present in the body, including medications containing alcohol.[30][37][38].
2. While under the influence of a controlled substance or combination of controlled substances, or the combined influence of alcohol and a controlled substance or substances.[35][39][40].
3. After consuming alcohol or a controlled substance within the previous eight (8) hours for school bus drivers and within the previous four (4) hours for commercial motor vehicle drivers.[30][41]

An exception shall be made for therapeutic use of prescribed controlled substances used by a covered driver when the driver has submitted in advance a licensed medical practitioner's written statement that the prescribed substance will not adversely affect the driver's ability to safely operate a school bus or commercial motor vehicle.[35]

A covered driver required to take a post-accident test shall not use alcohol for eight (8) hours following the accident, or until **the driver** undergoes a post-accident test, whichever occurs first.[42]

A covered driver shall not refuse to submit to a required test for drugs or alcohol.[1][36][43][44]

Consequences/Discipline -

The district shall remove a covered driver from performing safety-sensitive functions under the following circumstances:

1. A verified positive drug test result;[45][46].
2. A verified adulterated or substituted drug test result;[45][46]
3. An alcohol test result of 0.04 or higher; or[46][47].
4. A refusal to submit to a post-accident, random, reasonable suspicion, return-to-duty or follow-up test.
[43].

The district shall place a school bus driver who drives, operates or is in physical control of a school bus out of service for thirty (30) days if the school bus driver has any detectable amount of alcohol in **their** system.[36][38]

The district shall remove a commercial motor vehicle driver who is tested and is found to have an alcohol concentration of 0.02 or greater but less than 0.04 until the start of the driver's next regularly scheduled duty

period that is at least twenty-four (24) hours following administration of the test.[48]

A covered driver employed by the district who violates Board policy or administrative regulations and tests positive for drugs or alcohol shall be subject to disciplinary action, up to and including termination, and shall be provided with a list of qualified substance abuse professionals.

Consistent with contractual and legal requirements, a determination shall be made as to the appropriate disciplinary action for a covered driver who violates Board policy or administrative regulations. Nothing in this policy shall limit the Board's authority to impose discipline, including discharge.

If the district permits a covered driver who has been removed from performing safety-sensitive functions to return to a safety-sensitive function, the district shall ensure that the covered driver has been evaluated by a qualified substance abuse professional and has successfully completed the return-to-duty process before returning to a safety-sensitive function.[46][49]

Maintenance of Records

The district shall maintain records of its drug use and alcohol misuse prevention program in compliance with federal regulations, and in accordance with the district's records retention schedule.[15][17][50][51][52]

Drug and alcohol records shall be confidential and shall only be released in accordance with applicable law.[53][54][55]

Statistical records and reports shall be maintained and made available to the Federal Highway Administration for inspection or audit in accordance with federal regulations.[53][56]

Acknowledgment of Receipt

Each covered driver shall sign a statement certifying that **they have** received a copy of this policy and its accompanying administrative regulations.[18]

The district shall keep the original signed statement in the personnel file of the covered driver employed by the district and provide a copy to the driver.[18]

Training

Covered drivers shall attend orientation and training sessions, as appropriate to the nature of their service. When training is provided for other school employees relating to the legal obligations of employers and educational institutions, consideration shall be given to which covered drivers should also receive that training.[57]

The district shall ensure that employees who supervise covered drivers receive at least sixty (60) minutes of training on alcohol misuse and at least sixty (60) minutes of training on controlled substances use. Such training shall include the physical, behavioral, speech, and performance indicators of probable alcohol misuse and drug use.[58]

NOTES:

The Department of Transportation's Drug and Alcohol Testing Regulation – 49 CFR Part 40, at 40.151(e) – does not authorize "medical marijuana" under a state law to be a valid medical explanation for a transportation employee's positive drug test result.

Qualifications of bus drivers – 1361, 1365, Title 67 Sec. 71.1 et seq.



Book	Policy Manual
Section	800 Operations
Title	School Vehicle Drivers
Code	810.3 Vol I 2021
Status	First Reading
Legal	<ol style="list-style-type: none"> 1. 75 Pa. C.S.A. 102 2. Pol. 818 3. 75 Pa. C.S.A. 3316 4. 75 Pa. C.S.A. 1606 5. 23 Pa. C.S.A. 6344 6. 23 Pa. C.S.A. 6344.3 7. 24 P.S. 111 8. 24 P.S. 111.1 9. Pol. 304 10. Pol. 317 11. 49 CFR 40.13 12. 75 Pa. C.S.A. 1612 13. 75 Pa. C.S.A. 3802 14. 49 CFR 40.191 15. 49 CFR 40.261 24 P.S. 510 23 Pa. C.S.A. 6301 et seq 67 PA Code 71.3 75 Pa. C.S.A. 1601 et seq 49 CFR Part 40 Pol. 351

Note: This policy only refers to drivers of school vehicles which do not qualify as a school bus or commercial motor vehicle. Policy 810.1 applies to school bus and commercial motor vehicle drivers.

Purpose

The Board recognizes that an employee must be fit to operate a school vehicle to ensure the health and safety of students being transported. The Board also recognizes that an employee impaired by drugs or alcohol who operates district vehicles or transports students poses significant risks to the safety of students and others.

Definition

School vehicle means a motor vehicle, except a motorcycle, designed for carrying no more than ten (10) passengers, including the driver, and used for the transportation of preprimary, primary or secondary school students while registered by or under contract to the school district. The term includes vehicles having chartered, group and party rights under the Pennsylvania Public Utility Commission and used for the transportation of school children. The term does not include a "school bus" or "commercial motor vehicle." [1]

Authority

The Board shall implement a drug use and alcohol misuse prevention program for non-CDL drivers who operate school vehicles.

All contracted transportation providers shall implement a drug use and alcohol misuse prevention program for non-CDL drivers who operate school vehicles. [2]

School vehicle drivers shall observe all state and federal laws and Pennsylvania Department of Transportation regulations governing traffic safety and school vehicle operation.

The Board prohibits school vehicle drivers from texting and from using a handheld mobile telephone or other electronic device while driving a school vehicle except when it is necessary to communicate with law enforcement officials or other emergency services. [3]

Delegation of Responsibility

The Superintendent or designee shall develop administrative regulations to implement this policy and the requirements of law, which may include the following components:

1. Establishment of procedures for drug and alcohol testing of school vehicle drivers.
2. Establishment of procedures for obtaining and reviewing each school vehicle driver's driving record to determine whether the driver meets the minimum requirements for safe driving and is not disqualified to operate a vehicle. [4]

The Superintendent or designee shall provide each driver, upon hire or transfer, with:

1. This policy and any accompanying administrative regulations; and
2. Educational materials related to misuse of alcohol and use of controlled substances.

The Superintendent or designee shall also provide notice to representatives of employee organizations of the availability of this information.

Guidelines

School vehicle drivers shall comply with the requirements for background checks/certifications and employment history reviews in accordance with applicable law, Board policy and administrative regulations. These requirements are addressed separately in Board policy 304 for drivers employed by the district and Board policy 818 for drivers employed by an independent contractor. [2][5][6][7][8][9]

Prior to employment and at least once each school year, school vehicle drivers shall submit a copy of a valid driver's license to the Superintendent or designee. [4]

Reporting Requirements

School vehicle drivers shall report misconduct in accordance with Board policy 317 for drivers employed by the district and Board policy 818 for drivers employed by an independent contractor. [2][10]

School vehicle drivers using controlled substances prescribed for therapeutic purposes by a licensed medical practitioner shall submit the practitioner's written statement that the prescribed substance will not adversely affect the employee's ability to safely operate a school vehicle.

School vehicle drivers shall also inform their supervisors of any use of drug(s) or medication(s) for which the packaging includes warnings that, "marked drowsiness may occur and/or be careful when driving a motor vehicle or operating machinery."

A school vehicle driver **arrested**, charged with or issued a citation for violating a federal or state law or local ordinance relating to motor vehicle traffic control in this or any other state or any federal, provincial, territorial or municipal law relating to motor vehicle traffic control in Canada, other than parking violations, shall notify the Superintendent or designee

{ } and the contract carrier

in writing

{x} before the end of the next business day

{ } within seventy-two (72) hours

{ } within thirty (30) days

following the driver's arrest, charge or receipt of citation. Notice is required no matter what type of vehicle the driver was driving.

{ } An employee who has provided timely notification of an arrest, citation or charge shall not be terminated or otherwise disciplined by the district

{ } or contract carrier

based solely on the allegations underlying the arrest, citation or charge reported by the employee. Termination or other disciplinary action based on the underlying misconduct may be taken only where there has been a conviction of the violation, or where there is independent evidence of the underlying misconduct warranting termination or other discipline. This shall not preclude suspension, reassignment or other action pending resolution of the charges reported by the employee, nor disciplinary action up to and including termination for failure to provide timely notice of an arrest, citation or charge.[2][10]

A school vehicle driver who is convicted of violating a federal or state law or local ordinance relating to motor vehicle traffic control in this or any other state or any federal, provincial, territorial or municipal law relating to motor vehicle traffic control in Canada, other than parking violations, shall notify the Superintendent or designee

{ } and the contract carrier

in writing of the conviction within **fifteen (15)** days of the date of conviction. Notice is required no matter what type of vehicle the driver was driving.

Any school vehicle driver whose operating privilege is suspended, revoked, canceled or recalled by any state, shall notify the Superintendent or designee

{ } and the contract carrier

immediately upon reporting to work for the next scheduled shift following the notice of the suspension, revocation, cancellation, loss or disqualification.[4]

Controlled Substances and Alcohol

{ } Drug and Alcohol Testing -

[REMOVE BOTH PARAGRAPHS BELOW IF DRUG AND ALCOHOL TESTING IS NOT REQUIRED FOR SCHOOL VEHICLE DRIVERS]

{x} The district shall require school vehicle drivers to submit to the following drug and alcohol tests:

{x} pre-employment

{ } random

{x} post-accident

{x} reasonable suspicion

{ } return-to-work

{ } follow-up.

{ } The drug and alcohol testing program for school vehicle drivers shall be completely separate from the drug and alcohol testing program for covered drivers. The district shall not use the *Federal Drug Testing Custody and Control Form* or the *Department of Transportation Alcohol Testing Form* in its drug and alcohol testing program for school vehicle drivers.[11]

Prohibited Conduct -

School vehicle drivers shall not use medical marijuana products.

School vehicle drivers shall not ingest hemp products or otherwise use hemp products in a way that may result in absorption of hemp or hemp residue into the body.

A school vehicle driver shall not report for duty, drive, operate or be in the actual physical control of the movement of a school vehicle under the following circumstances:

1. While using or while having any amount of alcohol present in the body, including medications containing alcohol.[12]
2. While under the influence of a controlled substance or combination of controlled substances, or the combined influence of alcohol and a controlled substance or substances.[13]
3. After consuming alcohol or a controlled substance within the previous eight (8) hours.

An exception shall be made for therapeutic use of prescribed controlled substances used by a school vehicle driver when the driver has submitted in advance a licensed medical practitioner's written statement that the prescribed substance will not adversely affect the driver's ability to safely operate a school vehicle.

Consequences/Discipline -

The district shall place a school vehicle driver who drives, operates or is in physical control of a school vehicle out of service for thirty (30) days if the school vehicle driver:[4][12]

1. Has any detectable amount of alcohol in **their** system; or
2. Refuses to take a test to determine **their** alcohol content.

A school vehicle driver who refuses to take a drug or alcohol test required pursuant to Board policy and administrative regulations has not refused to take a Department of Transportation (DOT)-test.[14][15]

Consistent with contractual and legal requirements, a determination shall be made as to the appropriate disciplinary action, **up to and including termination**, for a school vehicle driver who violates **applicable law and regulations**, Board policy or administrative regulations.[2][10]

Maintenance of Records

Drug and alcohol test information for school vehicle drivers shall be maintained separate from test information for covered drivers, such information shall be treated as confidential and shall only be released in accordance

with law.^[11]

Drug and alcohol test information for school vehicle drivers shall not be included on the U.S. Department of Transportation Drug and Alcohol Testing MIS Data Collection Form.

Acknowledgment of Receipt

Each school vehicle driver shall sign a statement certifying that **they have** received a copy of this policy and its accompanying administrative regulations.

The district shall keep the original signed statement in the school vehicle driver's personnel file and provide a copy to the driver.

Training

School vehicle drivers shall attend orientation and training sessions, as appropriate to the nature of their service. When training is provided for other school employees relating to the legal obligations of employers and educational institutions, consideration shall be given to which school vehicle drivers should also receive that training.

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Book	Policy Manual
Section	800 Operations
Title	Maintaining Professional Adult/Student Boundaries
Code	824 Vol IV 2020
Status	First Reading
Legal	<ol style="list-style-type: none"> 1. 24 P.S. 510 2. Pol. 818 3. 18 Pa. C.S.A. 3124.2 4. 24 P.S. 2070.9f 5. Pol. 103 6. Pol. 103.1 7. Pol. 815 8. Pol. 104 9. 23 Pa. C.S.A. 6311 10. Pol. 806 11. 24 P.S. 2070.9a 12. Pol. 317.1 13. 22 PA Code 10.2 14. 22 PA Code 10.21 15. 22 PA Code 10.22 16. 24 P.S. 1302.1-A 17. 24 P.S. 1303-A 18. Pol. 805.1 19. Pol. 317 20. Pol. 113.1 21. Pol. 218 22. Pol. 233 24 P.S. 2070.1a et seq 22 PA Code 235.1 et seq 23 Pa. C.S.A. 6301 et seq

Authority

This policy applies to district employees, volunteers, student teachers, and independent contractors and their employees who interact with students or are present on school grounds. For purposes of this policy, such

individuals are referred to collectively as **adults**. The term **adults** as used in this policy, does not include district students who perform services on a volunteer or compensated basis.

All adults shall be expected to maintain professional, moral and ethical relationships with district students that are conducive to an effective, safe learning environment. This policy addresses a range of behaviors that include not only obviously unlawful or improper interactions with students, but also precursor grooming and other boundary-blurring behaviors that can lead to more egregious misconduct.

The Board directs that all adults shall be informed of conduct that is prohibited and the disciplinary actions that may be applied for violation of Board policies, administrative regulations, rules and procedures.[1]

This policy is not intended to interfere with appropriate pre-existing personal relationships between adults and students and their families that exist independently of the district or to interfere with participation in civic, religious or other outside organizations that include district students.

Definition

For purposes of this policy, **legitimate educational reasons** include matters or communications related to teaching, counseling, athletics, extracurricular activities, treatment of a student's physical injury or other medical needs, school administration or other purposes within the scope of the adult's **assigned** job duties.

Delegation of Responsibility

The Superintendent or designee shall annually inform students, parents/guardians, and all adults regarding the contents of this Board policy through employee and student handbooks, posting on the district website, and by other appropriate methods.

The building principal or designee shall be available to answer questions about behaviors or activities that may violate professional boundaries as defined in this policy.

Independent contractors doing business with the district shall ensure that their employees who have interaction with students or are present on school grounds are informed of the provisions of this policy.[2]

Guidelines

Adults shall establish and maintain appropriate personal boundaries with students and not engage in any behavior that is prohibited by this policy or that creates the appearance of prohibited behavior.

Prohibited Conduct

Romantic or Sexual Relationships -

Adults shall be prohibited from dating, courting, or entering into or attempting to form a romantic or sexual relationship with any student enrolled in the district, regardless of the student's age. Students of any age are not legally capable of consenting to romantic or sexual interactions with adults.[3][4]

Prohibited romantic or sexual interaction involving students includes, but is not limited to:

1. Sexual physical contact.
2. Romantic flirtation, propositions, or sexual remarks.
3. Sexual slurs, leering, epithets, sexual or derogatory comments.
4. Personal comments about a student's body.
5. Sexual jokes, notes, stories, drawings, gestures or pictures.
6. Spreading sexual or romantic rumors.

7. Touching a student's body or clothes in a sexual or intimate way.
8. Accepting massages, or offering or giving massages other than in the course of injury care administered by an athletic trainer, coach, or health care provider.
9. Restricting a student's freedom of movement in a sexually intimidating or provocative manner.
10. Displaying or transmitting sexual objects, pictures, or depictions.

Social Interactions -

In order to maintain professional boundaries, adults shall ensure that their interactions with students are appropriate.

Examples of prohibited conduct that violates professional boundaries include, but are not limited to:

1. Disclosing personal, sexual, family, employment concerns or other private matters to one or more students.
2. Exchanging notes, emails or other communications of a personal nature with a student.
3. Giving personal gifts, cards or letters to a student without written approval from the building principal.
4. Touching students without a legitimate educational reason. (Reasons could include the need for assistance when injured, a kindergartner having a toileting accident and requiring assistance, appropriate coaching instruction, or appropriate music instruction).
5. Singling out a particular student or students for personal attention or friendship beyond the ordinary professional adult-student relationship.
6. Taking a student out of class without a legitimate educational reason.
7. Being alone with a student behind closed doors without a legitimate educational reason.
8. Initiating or extending contact with a student beyond the school day or outside of class times without a legitimate educational reason.
9. Sending or accompanying a student on personal errands.
10. Inviting a student to the adult's home.
11. Going to a student's home without a legitimate educational reason.
12. Taking a student on outings without prior notification to and approval from both the parent/guardian and the building principal.
13. Giving a student a ride alone in a vehicle in a nonemergency situation without prior notification to and approval from both the parent/guardian and the building principal.
14. Addressing students or permitting students to address adults with personalized terms of endearment, pet names, or otherwise in an overly familiar manner.
15. Telling a student personal secrets or sharing personal secrets with a student.
16. For adults who are not guidance/counseling staff, psychologists, social workers or other adults with designated responsibilities to counsel students, encouraging students to confide their personal or family problems and/or relationships. If a student initiates such discussions, the student should be referred to the appropriate school resource.
17. Furnishing alcohol, drugs or tobacco to a student or being present where any student is consuming these substances.

18. Engaging in harassing or discriminatory conduct prohibited by other district policies or by state or federal law and regulations.[5][6]

Electronic Communications -

For purposes of this policy, **electronic communication** shall mean a communication transmitted by means of an electronic device including, but not limited to, a telephone, cellular telephone, computer, computer network, personal data assistant or pager. Electronic communications include, but are not limited to, emails, instant messages and communications made by means of an Internet website, including social media and other networking websites.

As with other forms of communication, when communicating electronically, adults shall maintain professional boundaries with students.

Electronic communication with students shall be for legitimate educational reasons only.

When available, district-provided email or other district-provided communication devices **or platforms** shall be used when communicating electronically with students. The use of district-provided email or other district-provided communication devices **or platforms** shall be in accordance with district policies and procedures.[7]

All electronic communications from coaches and advisors to team or club members shall be sent in a single communication to all participating team or club members; except for communications concerning an individual student's medical or academic privacy matters, in which case the communications will be copied to the building principal. In the case of sports teams under the direction of the Athletic Director, such medical or academic communications shall also be copied to the Athletic Director.

Adults shall not follow or accept requests for current students to be friends or connections on personal social networking sites and shall not create any networking site for communication with students other than those provided by the district for this purpose, without the prior written approval of the building principal.

Exceptions

An emergency situation or a legitimate educational reason may justify deviation from **the rules regarding communication or methods for maintaining** professional boundaries set out in this policy. The adult shall be prepared to articulate the reason for any deviation from the requirements of this policy and must demonstrate that s/he has maintained an appropriate relationship with the student.

Under no circumstance will an educational or other reason justify deviation from the "Romantic and Sexual Relationships" section of this policy.

There will be circumstances where personal relationships develop between an adult and a student's family, e.g. when their children become friends. This policy is not intended to interfere with such relationships or to limit activities that are normally consistent with such relationships. Adults are strongly encouraged to maintain professional boundaries appropriate to the nature of the activity.

It is understood that many adults are involved in various other roles in the community through nondistrict-related civic, religious, athletic, scouting or other organizations and programs whose participants may include district students. Such community involvement is commendable, and this policy is not intended to interfere with or restrict an adult's ability to serve in those roles; however, adults are strongly encouraged to maintain professional boundaries appropriate to the nature of the activity with regard to all youth with whom they interact in the course of their community involvement.

Reporting Inappropriate or Suspicious Conduct

Any person, including a student, who has concerns about or is uncomfortable with a relationship or interaction between an adult and a student, shall **promptly** notify the **building** principal or **Title IX Coordinator**. **Reports may be made using the Discrimination/Sexual Harassment/Bullying/Hazing/Dating Violence/Retaliation Report Form or by making a general report verbally or in writing. Upon receipt of a report, school staff shall promptly notify the building principal.**[5][8]

All district employees, independent contractors and volunteers who have reasonable cause to suspect that a child is the victim of child abuse, shall immediately report the suspected abuse, in accordance with applicable law, regulations and Board policy.[9][10]

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, **Title IX Coordinator** and his/her immediate supervisor, **promptly, but not later than fifteen (15) days following** discovery of such misconduct.[5][8][11][12]

If the Superintendent or designee reasonably suspects that conduct being reported involves an incident required to be reported under the Child Protective Services Law, the Educator Discipline Act or the Safe Schools Act, the Superintendent or designee shall make a report, in accordance with applicable law, regulations and Board policy.[9][10][11][12][13][14][15][16][17][18]

It is a violation of **Board** policy to retaliate against any person for reporting any action pursuant to this policy or for participating as a witness in any related investigation or hearing.[5][8]

Investigation

The Title IX Coordinator shall promptly assess and address allegations of inappropriate conduct in accordance with the procedures for **reports of discrimination or Title IX sexual** harassment.[5][8]

It is understood that some reports made pursuant to this policy will be based on rumors or misunderstandings; the mere fact that the reported adult is cleared of any wrongdoing shall not result in disciplinary action against the **person making the report** or any witnesses. If as the result of an investigation any individual, including the reported adult, the **person making the report**, or a witness is found to have **knowingly** provided false information in making the report or during the investigation or hearings related to the report, or if any individual intentionally obstructs the investigation or hearings, this may be addressed as a violation of this policy and other applicable laws, regulations and **Board** policies. **Obstruction** includes, but is not limited to, violation of "no contact" orders given to the reported adult, attempting to alter or influence witness testimony, and destruction of or hiding evidence.[5][8][12][19][20][21][22]

Disciplinary Action

A district employee who violates this policy may be subject to disciplinary action, up to and including termination, in accordance with all applicable district disciplinary policies and procedures.[8][12][19]

A volunteer, student teacher, or independent contractor or an employee of an independent contractor who violates this policy may be prohibited from working or serving in district schools for an appropriate period of time or permanently, as determined by the Superintendent or designee.

Training

The district shall provide training with respect to the provisions of this policy to current and new district employees, volunteers and student teachers subject to this policy.

The district, at its sole discretion, may require independent contractors and their employees who interact with students or are present on school grounds to receive training on this policy and related procedures.



Book	Policy Manual
Section	900 Community
Title	Public Attendance at School Events
Code	904 Vol V 2020
Status	First Reading
Legal	<ol style="list-style-type: none"> 1. 18 Pa. C.S.A. 6305 2. 18 Pa. C.S.A. 6306.1 3. 20 U.S.C. 7118 4. Pol. 351 5. 24 P.S. 511 6. 24 P.S. 775 7. Pol. 705 8. 20 U.S.C. 7973 9. 24 P.S. 510.2 10. 24 P.S. 1303-A 11. Pol. 805.1 12. 22 PA Code 10.2 13. 22 PA Code 10.22 14. 24 P.S. 1302.1-A 15. 28 CFR 35.136 16. 43 P.S. 953 17. Pol. 718 20 U.S.C. 7971 et seq 28 CFR Part 35

Purpose

The Board welcomes the public at activities and events sponsored by the school district, but the Board also acknowledges its duty to maintain order and preserve school facilities **and health and safety** during such events. This policy establishes conditions, restrictions and procedures to regulate public attendance and conduct at school and school-sponsored activities.

Definition

State law defines the term **tobacco product** to broadly encompass not only tobacco but also vaping products including the product marketed as Juul and other electronic cigarettes (e-cigarettes). **Tobacco products**, for purposes of this policy and in accordance with law, shall be defined to include the following: [1][2]

1. Any product containing, made or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed or ingested by any other means, including, but not limited to, a cigarette, cigar, little cigar, chewing tobacco, pipe tobacco, snuff and snus.
2. Any electronic device that delivers nicotine or another substance to a person inhaling from the device, including, but not limited to, electronic nicotine delivery systems, an electronic cigarette, a cigar, a pipe and a hookah.
3. Any product containing, made or derived from either:
 - a. Tobacco, whether in its natural or synthetic form; or
 - b. Nicotine, whether in its natural or synthetic form, which is regulated by the United States Food and Drug Administration as a deemed tobacco product.
4. Any component, part or accessory of the product or electronic device listed in this definition, whether or not sold separately.

The term **tobacco product** does not include the following:[1][2]

1. A product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where the product is marketed and sold solely for such approved purpose, as long as the product is not inhaled.
2. A device, included under the definition of tobacco product above, if sold by a dispensary licensed in compliance with the Medical Marijuana Act. *Federal law requires the district to maintain a drug-free environment, at which marijuana of any kind is prohibited.*[3][4]

Authority

The Board has the authority to prohibit at a school event the attendance of any individual whose conduct may constitute a disruption. **The Superintendent or designee and building principal may limit attendance to designated areas or may limit the number of attendees to school events when necessary to protect the health and safety of students, staff and the public, in accordance with Board-approved health and safety plans and guidance from state and local officials.**

The Board prohibits gambling and the possession and use of controlled substances prohibited by state or federal law, alcoholic beverages and weapons on school premises.[5][6]

Attendees shall be informed of the district's health and safety rules through announcements and posting of appropriate signage. Health and safety rules must be followed prior to entry and while attendees are in school buildings and on school property, in accordance with Board policy, district procedures, the Board-approved health and safety plans and guidance from state and local officials.[7]

Tobacco and Vaping Products

The Board prohibits use of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, by any persons at any time in a school building; on school buses or other vehicles that are owned, leased or controlled by the school district; or on property owned, leased or controlled by the school district.[2][8]

{ } unless expressly permitted in designated areas which must be located at least fifty (50) feet from school buildings, stadiums or bleachers.

This policy does not prohibit possession of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, by members of the public of legal age at school or school-sponsored activities.

The Board deems it to be a violation of this policy for an individual in attendance at school or a school-sponsored activity to furnish a tobacco or vaping product, including the product marketed as Juul or any other e-cigarette, to a minor.[1]

Delegation of Responsibility

A schedule of fees for attendance at school events shall be prepared by the Superintendent or designee and adopted by the Board.

The Superintendent shall ensure that this policy is posted on the district's publicly accessible website.[9]

Reports

Office for Safe Schools Report –

The Superintendent shall annually, by July 31, report all incidents of prohibited possession, use or sale of tobacco and vaping products, including Juuls and other e-cigarettes, by any person on school property to the Office for Safe Schools on the required form.[10][11]

Law Enforcement Incident Report –

In accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies, the Superintendent or designee may report to the school police, School Resource Officer (SRO) or to the local police department that has jurisdiction over the school's property, the use or sale of tobacco or vaping products, including Juuls and other e-cigarettes, by any person in a school building; on a school bus or other vehicles that are owned, leased or controlled by the school district; or on any property owned leased or controlled by the school district.[1][2][10][11][12][13][14]

Guidelines

Free Admittance

{ } Senior citizens who are district residents and are _____ years of age or older shall be admitted

- () without charge
- () at a reduced fee
- () to all school events.
- () to all school athletic events.

{ } District personnel will be admitted

- () to all school events
- () at no charge.
- () at a reduced fee.

{ } Free passes to school events will be available to each Board member.

- () and a guest.

{ } The Board will honor athletic passes from all districts that are members of conferences in which teams of this district compete and honor the passes of this district.

Service Animals

Individuals with disabilities may be accompanied by their service animals while on district property for events that are open to the general public in accordance with Board policy and state and federal laws and regulations. [15][16][17]

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Book	Policy Manual
Section	900 Community
Title	School Visitors
Code	907 Vol V 2020
Status	Up For Revision
Legal	<ol style="list-style-type: none"> 1. 24 P.S. 510 2. Pol. 705 3. Pol. 709 4. 22 PA Code 14.108 5. 24 P.S. 2402 (Military Uniform) 6. Pol. 250

Authority

The Board welcomes and encourages interest in district educational programs and other school-related activities. The Board recognizes that such interest may result in visits to school by parents/guardians, adult residents, educators and other officials. To ensure order in the schools and to protect students and employees, it is necessary for the Board to establish policy governing school visits.[1]

Delegation of Responsibility

The Superintendent or designee and building principal have the authority to prohibit the entry of any individual to a district school, in accordance with Board guidelines and state and federal law and regulations.

The Superintendent or designee and building principal may limit visitors to designated areas or may limit the number of visitors to a district school when necessary to protect the health and safety of students, staff and the public.

The Superintendent or designee shall develop administrative regulations to implement this policy and control access to school buildings and school classrooms.

Guidelines

{x} Persons wishing to visit a school should make arrangements in advance with the school office in that building.

Upon arrival at the school, visitors must register at the office where they **must provide any required information or identification to protect the health and safety of students, staff and the school community, as well as**

{X} sign in and sign out.

{x} receive a pass.

{ } receive a badge.

{ } receive instructions.

{ } be provided with a guide.

{ } be informed of the school's health and safety rules, which must be followed prior to entry and while the visitor is in the school building and on school property.[2]

{x} **Only one (1) designated entrance that is monitored and capable of controlling visitor entry** shall be used by visitors to the school. All other entrances shall be locked.[3]

All staff members shall be responsible for requiring a visitor demonstrate that **the visitor**

{ } has a visitor's pass.

{x} has registered at the school office and received authorization to be present for the purpose of conducting business.

{x} No visitor may confer with a student in school without the approval of the **building** principal.

{x} Should an emergency require that a student be called to the school office to meet a visitor, the **building** principal or designee shall be present during the meeting.

{x} Failure to comply with this policy shall result in more limited access to the school as determined by the building principal, consistent with Board policies, administrative regulations, school rules and federal and state law and regulations.

Classroom Visitations

Parents/Guardians may request to visit their child's classroom, but the request must be made prior to the visit, in accordance with established administrative regulations.[1][4]

The building principal or program supervisor must grant prior approval for the visit, and shall notify the classroom teacher prior to the visit.

Parents/Guardians shall be limited to one (1) class period per month, per child in the school for classroom visitations, in order to minimize disruption of the classroom schedule and the educational program. Parental participation in classroom activities or programs such as room parents, back-to-school events, and chaperones for field trips shall not constitute a classroom visit for purposes of this policy.

The building principal or program supervisor and classroom teacher have the authority to ask a visitor to leave if the visitor disrupts the classroom routine, educational program or daily schedule, or if a visitor violates Board policy. Failure to leave when asked or repeated, documented disruptions may result in loss of classroom visitation privileges.

{ } Under exceptional circumstances and upon request of the building principal, program supervisor, classroom teacher or parent/guardian, the Superintendent may authorize additional or longer classroom visits by a parent/guardian.

Military Personnel

Members of the active and retired Armed Forces, including the National Guard and Reserves, shall be permitted to:[5][6]

1. Visit and meet with district employees and students when such visit is in compliance with Board policy and district procedures.
2. Wear official military uniforms while on district property.

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RESOLUTION No. 2 - 2021

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SHARPSVILLE AREA SCHOOL DISTRICT, MERCER COUNTY, PENNSYLVANIA, APPOINTING A SUCCESSOR TO THE VACANCY EXISTING IN THE OFFICE OF BOARD OF SCHOOL DIRECTOR PURSUANT TO THE PROVISIONS OF SECTION 315 OF THE PENNSYLVANIA PUBLIC SCHOOL CODE OF 1949, as amended, (24 P.S. § 3-315).

WHEREAS, pursuant to the provisions of Section 315 of the Pennsylvania Public School Code of 1949, *as amended*, (24 P.S. § 3-315), the members of the Board of School Directors of the Sharpsville Area School District, Mercer County, Pennsylvania, may appoint a successor to fill a vacancy on the board of school director who is at least eighteen (18) years of age, a registered elector residing within the school district to fill any vacancy which may occur on the board of school directors by death, resignation, removal from the district, or otherwise within thirty (30) days; and

WHEREAS, a vacancy has occurred on the Board of School Directors of the Sharpsville Area School District, Mercer County, Pennsylvania, due to the resignation of Dr. Deanna Thomas, which was accepted by the Sharpsville Board of School Directors on the 19th day of April, 2021; and

WHEREAS, it is the desire of the Board of School Directors of the Sharpsville Area School District to appoint a qualified successor to fill this vacancy.

NOW, THEREFORE, be it resolved and it is hereby resolved as follows:

1. That the majority of the members of the Sharpsville Area School District Board of School Directors hereby appoint TABITHA SMITH, a person at least eighteen (18) years of age and an elector residing in the school district to fill the vacancy existing on the Sharpsville Area School District Board of School Directors created by the recent resignation of Dr. Deanna Thomas.

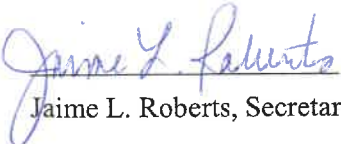
2. In accordance with the provisions of Section 315 of the Pennsylvania Public School Code of 1949, *as amended*, (24 P.S. § 3-315), in that the 2021 Pennsylvania Municipal Election will be held on November 2, 2021, and it being more than sixty (60) days after the vacancy has occurred in the office of school board director, the person hereby appointed shall hold this office until the first Monday in December, 2021.

3. The Secretary of Board of School Directors of the Sharpsville Area School District is hereby directed to forward a certified copy of this Resolution to the Mercer County Board of Elections and Registration in order to give notice of the appointment of the aforesaid successor so that this position may appear on the ballot of the 2021 Pennsylvania Municipal Election, and a qualified individual so elected at that time shall complete the remaining two (2) year term of office of Dr. Deanna Thomas.

RESOLVED AND ADOPTED this 17th day of MAY, 2021, at a meeting of the Sharpsville Area School District, duly convened.

ATTEST:

SHARPSVILLE AREA SCHOOL DISTRICT


Jaime L. Roberts, Secretary

By: 
Jerry Trontel, Board President