

SHARPSVILLE AREA SCHOOL DISTRICT

Regular Meeting

June 17, 2020

The regular meeting of the Sharpsville Area School Board was held in the Sharpsville Area Elementary School Cafeteria on Wednesday, June 17, 2020, at 7:00 p.m. with President Deana Thomas presiding. The following members were present: Ron Barnes, Darla Grandy, Nicholas Hanahan, Michael Lenzi, Janice Raykie, Mary Sternthal, Deanna Thomas, Joseph Toth, and Jerry Trontel.

Also present were Superintendent John Vannoy, Business Manager/Board Secretary Jaime Roberts, and guests. Solicitor Robert Tesone participated via speakerphone.

ADOPTION OF THE AGENDA

There was a motion by Mr. Trontel, seconded by Mr. Barnes, to approve the meeting agenda.

Motion carried.

EXECUTIVE SESSION

Dr. Thomas announced that the Board would recess to Executive Session for personnel and security reasons.

The meeting recessed at 7:01 p.m.

The meeting reconvened at 7:25 p.m.

OPPORTUNITY FOR CITIZEN PRESENTATION

Cameron McConahy – Teacher Furloughs, field trip cancellations

SECRETARY'S REPORT

Board Secretary Jaime Roberts had no official action to report.

CONSENT AGENDA

There was a motion by Dr. Thomas, seconded by Mr. Hanahan, to approve the following Consent Agenda items:

1. Minutes of the previous meetings – May 18, 2020 Board Regular Meeting, and June 8, 2020 Work Session

2. Bills to be Affirmed and Approved

General Fund

Bills to be Affirmed – May	\$899,722.17
Bills to be Approved – June	103,048.99

Capital Project Fund

Bills to be Approved – June	197,661.88
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3. Financial Reports

a. Payroll	19,025.43
b. General Fund	1,348,923.54
c. Capital Reserve	35,757.25
d. Capital Project	5,861,447.68
e. High School Activity Fund	50,974.67
f. Middle School Activity Fund	2,739.43
g. Cafeteria	25,643.67

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

Opposed: None

Motion Carried.

FINANCE REPORT

Chairperson Jerry Trontel recommended the following action:

BUDGET TRANSFERS TO BALANCE ACCOUNTS

There was a motion by Mr. Trontel, seconded by Mrs. Sternthal, to approve the Senior Business Manager and the District Auditor to make necessary budget transfers to balance the accounts for fiscal year 2019-2020. All transfers will be confirmed by the Board of Education at a regular meeting.

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

Opposed: None

Motion Carried.

2020-2021 USE OF SCHOOL FACILITIES FEE SCHEDULE

There was a motion by Mr. Trontel, seconded by Mr. Lenzi, to approve the Use of School Facilities Fee Schedule for Fiscal Year 2020-2021, the same being attached to and a part of these minutes.

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

Opposed: None

Motion Carried.

AUTHORIZATION OF PAYMENT OF JULY BILLS

There was a motion by Mr. Trontel, seconded by Mr. Barnes, to authorize payment of July bills with retroactive approval at the regular August Board meeting.

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

Opposed: None

Motion Carried.

INTERSTATE TAX SERVICE UNEMPLOYMENT COMPENSATION SERVICES

There was a motion by Mr. Trontel, seconded by Mrs. Raykie, to approve Interstate Tax Service Unemployment Compensation services at an estimated cost of \$150.00 per quarter effective July 1, 2020.

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

Opposed: None

Motion Carried.

2020-2021 PROFESSIONAL SERVICES RENEWALS

There was a motion by Mr. Trontel, seconded by Mrs. Sternthal, to approve the following Professional Services Renewals for the 2020-2021 school year:

1. Auditor of Accounts – Black, Bashor, and Porsch - \$15,500.00 excluding any scope changes, capital projects, or GASB 34 implementation requirements as mandated by the Department of Education
2. School Dentist – Dr. Domenic Lombardi - \$721.00

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

Opposed: None

Motion Carried.

2020-2021 SUBSTITUTE RATES

There was a motion by Mr. Trontel, seconded by Mr. Lenzi, to approve the following substitute rates for the 2020-2021 school year:

Substitute Teacher Rate	\$100.00 per day
Substitute Support Staff Rate	\$12.00 per hour
Long Term Substitute Rate	\$48,079 per year

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

Opposed: None

Motion Carried.

CONTRACTED BAND SERVICES

There was a motion by Mr. Trontel, seconded by Mr. Hanahan, to approve Joseph Bandi for Band Camp Contracted Services for the 2020-2021 school year.

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

Opposed: None

Motion Carried.

2020-2022 PRECISION HR AGREEMENT

There was a motion by Mr. Trontel, seconded by Mr. Lenzi, to approve the 2020-2022 Agreement with Precision HR for substitute services, the same being attached to and a part of these services.

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

Opposed: Raykie

Motion Carried.

2020-2021 STA CONTRACT EXTENSION

There was a motion by Mr. Trontel, seconded by Mr. Lenzi, to authorize the Board President, Superintendent, and Business Manager to enter into a one-year contract extension with Student Transportation of America for 2020-2021 bussing services to include COVID-19 related requirements as set forth by the CDC, PDE and/or the District pending the review and approval by the Solicitor.

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

Opposed: None

Motion Carried.

ESPAK AGREEMENT FOR 2020-2021 FISCAL YEAR

There was a motion by Mr. Trontel, seconded by Mrs. Raykie, to approve the eSpark Proposal Agreement for Option A at the cost of \$11,100.00.

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

Opposed: None

Motion Carried.

PLANCON PART H ACCEPTANCE

There was a motion by Mr. Trontel, seconded by Mr. Hanahan, to accept the PlanCon Part H, the same being attached to and a part of these minutes.

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

Opposed: None

Motion Carried.

RENOVATION UPDATE

Eckles Architecture Representative Mr. Esposito, and Clerk of the Works John Dunlevy gave reports on the progress of the Middle/High School renovations. Mr. Vannoy and Mrs. Roberts updated the Board on the PlanCon temporary reimbursement rate and the need to spend additional funds to maximize reimbursement.

There was a motion by Mrs. Sternthal, seconded by Mr. Hanahan, to authorize the Superintendent, Board President, and Finance/Renovation Committee Chairperson to approve change orders up to \$10,000 with retroactive approval by the Board.

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

Opposed: None

Motion Carried.

POLICY REPORT

Chairperson Mike Lenzi recommended the following action:

SECOND READING - NEW POLICIES

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

1. Policy 006.1 – Attendance at Meetings via Electronic Communications
2. Policy 805.2 – School Security Personnel

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

Opposed: None

Motion Carried.

SECOND READING REVISED POLICIES

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

1. Policy # 204 - Attendance
2. Policy # 222 - Tobacco/Nicotine
3. Policy # 233 - Suspension/Expulsion
4. Policy # 323 - Tobacco and Vaping Products
5. Policy # 333 - Professional Development
6. Policy # 335 - Family and Medical Leave
7. Policy # 626 - Federal Fiscal Compliance
8. Policy # 705 - Facilities and Workplace Safety
9. Policy # 709 - Building Security
10. Policy # 805 - Emergency Preparedness and Response
11. Policy # 805.1 - Relations with Law Enforcement Agencies
12. Policy # 810.1 - School Bus Drivers and School Commercial Motor Vehicle Drivers
13. Policy # 904 - Public Attendance at School Events

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

Opposed: None

Motion Carried.

POLICY 622 DELAY

There was a motion by Mr. Lenzi, seconded by Mr. Trontel, to approve the delay in physical inventory reflected in Policy 622 for one year due to COVID-19.

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

Opposed: None

Motion Carried.

CURRICULUM REPORT

Chairperson Mary Sternthal recommended the following action:

2020 LIST OF GRADUATES

There was a motion by Mrs. Sternthal, seconded by Mrs. Raykie, to approve the 2020 List of Graduates, the same being attached to and a part of these minutes.

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

Opposed: None

Motion Carried.

2020-2021 MIDDLE SCHOOL COURSE GUIDES

There was a motion by Mrs. Sternthal, seconded by Mr. Lenzi, to approve the 2020-2021 Middle School Course Guide, the same being attached to and a part of these minutes.

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

Opposed: None

Motion Carried.

MIDDLE SCHOOL CLASS WITH LESS THAN 15 STUDENTS

There was a motion by Mrs. Sternthal, seconded by Mr. Trontel, to approve the following course with less than 15 students for the 2020-2021 school year, if there is availability within the Middle School and High School Master Schedule and if staffing can be managed with existing staff once all previous staff needs are covered.

1. Pre-Algebra 6 – 10-12 students

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

Opposed: Toth

Motion Carried.

PERSONNEL REPORT

Chairperson Janice Raykie recommended the following action:

UNPAID LEAVE OF ABSENCES

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

1. Amanda Palko May 18, 2020

Approved: Barnes, Grandy, Hanahan, Thomas, Toth, and Trontel

Opposed: Lenzi, Raykie, and Sternthal

Motion Carried.

PROFESSIONAL CONTRACTS/TENURE

There was a motion by Mrs. Raykie, seconded by Mr. Lenzi, to approve the following professional employee/tenure contracts effective at the conclusion of the 2019-2020 school year:

1. Kailey Riffe
2. Emily Whipple

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

Opposed: None

Motion Carried.

2020-2021 SPONSORS AND ADVISORS

There was a motion by Mrs. Raykie, seconded by Mr. Barnes, to approve the following Sponsors and Advisors contingent upon school being physically conducted on-site. Sponsors and Advisors would have no pay or pro-rated pay in the event that school is not physically conducted on-site:

Allison Saeler	Senior Class Advisor	890.00
Dejah Springer	Senior Class Advisor	890.00
Martha Smith	Junior Class Advisor	837.00
Kris DeMark	Junior Class Advisor	837.00
Timothy Findley	Sophomore Class Advisor	700.00
Timothy Findley	Freshmen Class Advisor	408.00
OPEN	Academic Games - Secondary	600.00
Megan Donaldson	Academic Games - Elementary	600.00
Kris DeMark	Art Club	287.00
Jordan Mastrangelo	Jazz Band	577.00
Jordan Mastrangelo	Marching Band	4,873.00
OPEN	Pep Band	577.00
Meghan Barlett	Band Auxiliary	1,036.00
Melissa Colbert	Band Auxiliary	1,036.00
Ross Hill	Band Auxiliary	1,036.00
Emily Whipple	Book Club	287.00
Jordan Mastrangelo	Chamber Choir Advisor	736.00
Corissa Bowser	Cheerleading Advisor-Winter Sports	2,044.00
Dejah Springer	Cheerleading Advisor-Football	2,044.00
Michael Kalpich	Chess Club	287.00

Ellen Kellar	Commencement Speakers	171.00
Jack Ference	Yearbook Advisor-Business Manager	837.00
Lisa Oliver	Yearbook Advisor - Production	1,090.00
Eileen Ference	Fall Play	775.00
Jami Moffatt	Family Career & Community Leaders of America	737.00
Lara Johns	Gaming Club	0.00
Eileen Ference	All School Musical – Director	1,678.00
Michael Kalpich	National Honor Society	287.00
Dejah Springer	Natural Helpers	837.00
Ellen Banick	PennServe	1,204.00
Ann Allison	Quiz Bowl	0.00
Michael Lenzi	Quiz Bowl	0.00
OPEN	Science Club	798.00
OPEN	Spanish Club	287.00
Jordan Mastrangelo	Stage Crew	544.50
OPEN	Stage Crew	544.50
Frank Bertolasio	Student Council	779.00
Timothy Findley	Student Council	779.00
Jami Moffatt	Teens That Care	287.00
Jack Ference	Thespian Society	348.00
Brian Campbell	Track Club	0.00
Dejah Springer	Unified Sports	28.76/Hour
Aaron Meardith	Webmaster	750.00
Lara Johns	Youth Alive Club	0.00
Kris DeMark	Middle School Art Club	287.00
Kailey Riffe	Cheerleading – 7 th and 8 th Grade	1,364.00
Jayne Kornbau	National Junior Honor Society	287.00
Jenna Stowe	Middle School Newspaper	736.00
OPEN	Middle School Student Council	143.50
OPEN	Middle School Student Council	143.50
Abigail Charsar	Middle School Book Club	287.00

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

Opposed: None

Abstained: Grandy

Motion Carried.

TERMINATION OF CERTIFIED MONITOR

There was a motion by Mrs. Raykie, seconded by Mrs. Sternthal, to terminate Ann Allison as a Certified Monitor effective June 9, 2020.

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

Opposed: None

Motion Carried.

DEMOTION- SECONDARY SPANISH

There was a motion by Mrs. Raykie, seconded by Mr. Hanahan, to approve Resolution 9 of 2020 approving the demotion of Spanish Instructor, the same being attached to and a part of these minutes.

Approved: Barnes, Lenzi, Raykie, Sternthal, Thomas, and Trontel

Opposed: Grandy, Hanahan, and Toth

Motion Carried.

FURLOUGH – SECONDARY SCIENCE

There was a motion by Mrs. Raykie, seconded by Mr. Hanahan, to approve Resolution 10 of 2020 approving suspending/furloughing Secondary Science Instructor, the same being attached to and a part of these minutes.

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

Opposed: Toth

Motion Carried.

FURLOUGH – SECONDARY MATH

There was a motion by Mrs. Raykie, seconded by Mr. Hanahan, to approve Resolution 11 of 2020 approving suspending/furloughing Secondary Math Instructor, the same being attached to and a part of these minutes.

Approved: None

Opposed: Barnes, Grandy, Hanahan, Lenzi, Raykie, Sternthal, Thomas, Toth, and Trontel

Motion Failed.

RESIGNATION – GROSCOST

There was a motion by Mrs. Raykie, seconded by Mr. Trontel, to accept the resignation of Christine Groscost effective June 19, 2020 with regret.

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

Opposed: None

Motion Carried.

BUILDINGS AND GROUNDS REPORT

Chairperson Darla Grandy recommended the following action:

JOHNSON CONTROL AGREEMENT

There was a motion by Mrs. Grandy, seconded by Mrs. Sternthal, for a maintenance agreement with Johnson Controls for the HVAC System in the amount of \$2,594.00 for the 2020-2021 school year.

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

Opposed: None

Motion Carried.

SONITROL SECURITY SYSTEMS

There was a motion by Mrs. Grandy, seconded by Mrs. Sternthal, to approve the following security monitoring by Sonitrol Security Systems for the 2020-2021 school year:

1. Security monitoring services at the Elementary, Middle and High School buildings for a month-to-month agreement at the rate of \$291.00 per month
2. Fire Monitoring at the Elementary Building at an annual cost of \$405.00

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

Opposed: None

Motion Carried.

CHANGE ORDER – PAINTING M.S. GYM

There was a motion by Mrs. Grandy, seconded by Mrs. Raykie, to approve Change Order #Q227-20 regarding the painting of the Middle School Gymnasium in the amount of \$39,371.85.

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

Opposed: None

Motion Carried.

USE OF SCHOOL FACILITIES – SHARPSVILLE MIDGET FOOTBALL

There was a motion by Mrs. Grandy, seconded by Mr. Trontel, to approve Sharpsville Midget Football to conduct football practice at the McCullough Run Complex (open field) beginning July 27, 2020 through October 30, 2020.

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

Opposed: None

Motion Carried.

USE OF SCHOOL FACILITIES – SHARPSVILLE MIDGET FOOTBALL

There was a motion by Mrs. Grandy, seconded by Mrs. Raykie, to approve Sharpsville Midget Football to use McCracken Football Field to conduct football games on the following two Saturdays: September 12, 2020 and September 19, 2020 with a waiver of facility fees. (Organization will be responsible for personnel charges, as well as, security for events.)

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

Opposed: None

Motion Carried.

NEGOTIATIONS COMMITTEE

Chairperson Ron Barnes had no official action to report.

PUBLIC RELATIONS COMMITTEE

Mr. Hanahan informed the Board that Michiah Lenzi won the tobacco-free competition. He also mentioned that pictures are posted at a local business recognizing our seniors. Mr. Hanahan said that he received supportive phone calls for having a traditional graduation and would like to see the Board use the Facebook Live option for the meetings in August.

CAFETERIA REPORT

Chairperson Joseph Toth had no official action to report.

ATHLETIC REPORT

Chairperson Deanna Thomas recommended the following action:

2020-2021 ATHLETIC HANDBOOK

There was a motion by Dr. Thomas, seconded by Mrs. Sternthal, to approve the 2020-2021 Athletic Handbook, the same being attached to and a part of these minutes.

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

Opposed: None

Motion Carried.

2020-21 HEAD GIRLS' BASKETBALL COACH

There was a motion by Dr. Thomas, seconded by Mrs. Sternthal, to provisionally hire Thomas Burns as the Girls' Basketball Head Coach at the rate of \$7,144.00 (Step Max) for the 2020-2021 school year.

Approved: Lenzi, Sternthal, Thomas, and Trontel

Opposed: Barnes, Grandy, Hanahan, Raykie, and Toth

Motion Failed.

ATHLETIC HEALTH AND SAFETY PLAN

There was a motion by Dr. Thomas, seconded by Mrs. Sternthal, to approve the Athletics, Health and Safety Plan, the same being attached to and a part of these minutes.

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

Opposed: None

Motion Carried.

MERCER COUNTY CAREER CENTER REPORT

Mr. Hanahan congratulated graduating seniors and said that the Career Center provides great opportunities for our students.

SUPERINTENDENT'S REPORT

Superintendent John Vannoy recommended the following action:

MEMORANDUM OF UNDERSTANDING WITH HOPE CENTER FOR ARTS AND TECHNOLOGY (HOPECAT)

There was a motion by Mr. Trontel, seconded by Mr. Lenzi, to approve a Memorandum of Understanding with the Hope Center for Arts & Technology regarding afterschool visual arts programming, the same being attached to and a part of these minutes.

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

Opposed: None

Motion Carried.

RESOLUTION 8 OF 2020 – COMPLIANCE WITH FEDERAL LAW

There was a motion by Mrs. Sternthal, seconded by Mr. Lenzi, to approve Resolution 8 of 2020 Compliance with Federal Law for fiscal year 2020-2021, the same being attached to and a part of these minutes.

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

Opposed: None

Motion Carried.

FIELD TRIPS

There was a motion by Mr. Lenzi, seconded by Mrs. Raykie, for the cancellation of all scheduled and requested field trips through December 31, 2020 due to COVID-19.

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

Opposed: None

Motion Carried.

STAFF TRAINING, SEMINARS AND CONFERENCES

There was a motion by Mr. Lenzi, seconded by Mrs. Grandy, for the suspension of all off-site staff training, seminars, and conferences through December 31, 2020 (unless mandatory with no remote opportunities due to COVID-19).

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

Opposed: None

Motion Carried.

PURCHASE OF SERVICE AGREEMENT WITH CROSSROADS – PRIVATE ACADEMIC SCHOOL PROGRAM

There was a motion by Mr. Hanahan, seconded by Mr. Trontel, to approve the Purchase of Service Agreement with Crossroads Group Homes and Services, Inc. for Private Academic School Programs, the same being attached to and a part of these minutes.

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

Opposed: None

Motion Carried.

PURCHASE OF SERVICE AGREEMENT WITH CROSSROADS –ALTERNATIVE EDUCATION PROGRAM

There was a motion by Mr. Lenzi, seconded by Mrs. Raykie, for the Purchase of Service Agreement with Crossroads Group Homes and Services, Inc. for Alternative Education programs, the same being attached to and a part of these minutes.

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

Opposed: None

Motion Carried.

2020 PHASED SCHOOL REOPENING HEALTH AND SAFETY PLAN

There was a motion by Mr. Trontel, seconded by Mr. Lenzi, to approve the 2020 Phased School Reopening Health and Safety Plan, the same being attached to and a part of these minutes.

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

Opposed: None

Motion Carried.

MERCER COUNTY HEAD START LETTER OF AGREEMENT

There was a motion by Mr. Trontel, seconded by Mrs. Grandy, to approve the Mercer County Head Start Letter of Agreement for "in-kind" space and services in the amount of \$8,029.70 as well as Type A lunches at a cost of \$3.25 per lunch and \$1.75 per breakfast.

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

Opposed: None

Abstained: Sternthal

Motion Carried.

FINANCE REPORT – CONTINUED

Mr. Trontel recommended the following action:

2020 REAL ESTATE TAX

There was a motion by Mr. Trontel, seconded by Mrs. Sternthal, to approve the adoption of the District's Real Estate Taxing Structure at 82 mills for the 2020-2021 fiscal year.

Roll Call Vote:	Barnes	Yes
	Grandy	No
	Hanahan	Yes
	Lenzi	No
	Raykie	No
	Sternthal	Yes
	Thomas	Yes
	Toth	No
	Trontel	Yes

Motion Carried.

2020-2021 GENERAL FUND BUDGET

There was a motion by Mr. Trontel, seconded by Mr. Hanahan, to approve the 2020-2021 Final General Fund Budget with Revenues and Expenditures in the amount of \$18,631,273, the same being attached to and a part of these minutes.

Roll Call Vote:	Barnes	Yes
	Grandy	Yes
	Hanahan	No
	Lenzi	Yes
	Raykie	No
	Sternthal	Yes
	Thomas	Yes
	Toth	No
	Trontel	Yes

Motion Carried.

2020 HOMESTEAD/FARMSTEAD EXEMPTION – RESOLUTION 12

There was a motion by Mr. Trontel, seconded by Mr. Lenzi, to approve Resolution 12 of 2020 to set the 2020 Homestead/Farmstead Exemption at \$2,636.00 per qualified property, the same being attached to and a part of these minutes.

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

Opposed: None

Motion Carried.

SECTION 679 PER CAPITA TAX

There was a motion by Mr. Trontel, seconded by Mr. Lenzi, to approve the Per Capita Tax of Section 679 of the PA School Code of \$5.00.

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

Motion Carried.

ACT 511 TAXES

There was a motion by Mr. Trontel, seconded by Mr. Hanahan, to approve the following Act 511 taxes authorized under the Tax Enabling Act of 1965:

1. 1% Earned Income Tax (shared with three municipalities)
2. 1% Real Estate Transfer Tax (shared with three municipalities)
3. \$5.00 Per Capita Tax
4. \$10.00 Flat Rate Occupation Tax

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

Motion Carried.

ADJOURNMENT

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

Motion Carried.

The meeting adjourned at 9:25 p.m.



Jaime L. Roberts, Board Secretary

SHARPSVILLE AREA SCHOOL DISTRICT

Conflict of Interest
Abstention Memorandum

TO: Board Secretary, Sharpsville Area School District

FROM: Mary Sternthal, Board Member

DATE: June 17, 2020

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

Meru County Head Start Letter of
Agreement

My conflict/reason for abstaining is as follows:

Employer

Mary Sternthal
Signature of Board Member

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

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

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

SHARPSVILLE AREA SCHOOL DISTRICT

WELCOME VISITORS

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

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

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

NAME

Cameron McCnally

RESIDENCE

Clark Borough

DATE

June 17, 2020

SHARPSVILLE AREA SCHOOL DISTRICT

Conflict of Interest
Abstention Memorandum

TO: Board Secretary, Sharpsville Area School District

FROM: Darla Grandy, Board Member

DATE: _____

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

Club advisors
MS Newspaper

My conflict/reason for abstaining is as follows:

daughter

Darla J. Grandy
Signature of Board Member

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

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

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

**PAYROLL ACCOUNT
BANK RECONCILIATION**

**SHARPSVILLE AREA SCHOOL DISTRICT
FIRST NATIONAL BANK**

RECONCILIATION DATE:

5-Jun-20

PREPARED BY:

Jaime Roberts

BALANCE PER BANK STATEMENT		OUTSTANDING CHECKS	
AS OF:	31-May-20	\$82,153.98	
ADD DEPOSITS IN TRANSIT		CHECK #	DESCRIPTION
BANK FEE		Wire	PSERS 50,126.37
From General Fund		7226	Jenkins 28.07
		10043	DelMonaco, K 59.59
		10945	Kistler, J. 48.43
		11366	Strain, J. 50.53
		12007	Aicher, S 10.17
		12512	Joseph, M 403.84
	0.00		Hawthorne, C 410.25
			Hunter, M 4,328.30
SUBTOTAL	0.00		AFSCME 1,822.46
LESS CHECKS OUTSTANDING:		14694	Harris, J 592.20
Interest Tranfer to Gen Func	21.58	14701	Davis, S 426.86
		14703	Frazer, M 420.25
(SEE LIST)	<u>63,106.97</u>	14707	Paulsen, M 1,695.67
		14714	Durisko, M 840.52
TOTAL:	63,128.55	14725	AFSCME 1,822.46
	<u>63,128.55</u>	14726	AFSCME 21.00
BANK BALANCE PER STATEMENT RECONCILIATION			
	<u>\$19,025.43</u>		
GENERAL LEDGER ACCOUNT			
BALANCE	10,398.07		
ADD DEBITS:			
DISTRICT	718,838.91		
TOTAL DEBITS	718,838.91		
SUBTOTAL	729,236.98		
LESS CREDITS:			
NET DEDUCTIONS	257,001.84		
NET PAYROLL	453,209.71		
TOTAL CREDITS	710,211.55		
BANK BALANCE PER GENERAL LEDGER	\$19,025.43	TOTAL	\$63,106.97

**SHARPSVILLE AREA SCHOOL DISTRICT
BOARD REPORT**

June 17, 2020

GENERAL FUND:

Total Bills to be Affirmed for May

\$899,722.17

Total Bills to be Approved for June

\$103,048.99

CAPITAL PROJECT FUND

Total Bills to be Approved for June

\$197,661.88

Fund Accounting Check Register

GENERAL FUND - From 05/01/2020 To 05/31/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00021514	05/08/2020	L3374400004	00041562	110005503740	10-2620-622-000-00-200-000-000-0000	1262062220000000	2,866.57
00021514	05/08/2020	L3374400005	00041562	110005508863	10-2620-622-000-00-980-000-000-0000	1262062229800000	20.22
00021514	05/08/2020	L3374400006	00041562	110005508905	10-2620-622-000-00-980-000-000-0000	1262062229800000	170.19
00021514	05/08/2020	L3374400007	00041562	110139435421	10-2620-622-000-00-980-000-000-0000	1262062229800000	25.24
00021514	05/08/2020	L3374400008	00041562	110005508954	10-2620-622-000-00-980-000-000-0000	1262062229800000	20.34
00021514	05/08/2020	L3374400009	00041562	110005508996	10-2620-622-000-00-980-000-000-0000	1262062229800000	33.43
00021514	05/08/2020	L3374400010	00041562	110005503203	10-2620-622-000-00-500-000-000-0000	1262062250000000	2,561.00
00021514	05/08/2020	L3374400011	00041562	110005503203	10-2620-622-000-00-800-000-000-0000	1262062280000000	3,130.55
Vendor: PENNPO - PENN POWER							
00021515	05/08/2020	L3374400001	00041579	71430714	Remit # 1 Check Date: 05/08/2020	Check Amount:	8,827.54
00021515	05/08/2020	L3374400002	00041579	71430714	10-2620-531-000-00-200-000-000-0000	1262053120000000	209.68
00021515	05/08/2020	L3374400003	00041579	71430714	10-2620-531-000-00-500-000-000-0000	1262053150000000	149.77
Vendor: VERIZONBUS - VERIZON BUSINESS SERVICES							
00021516	05/15/2020	L3378500001	00041596	376318710	Remit # 1 Check Date: 05/08/2020	Check Amount:	599.08
00021516	05/15/2020	L3378500002	00041596	376318710	10-2620-621-000-00-200-000-000-0000	1262062120000000	424.03
00021516	05/15/2020	L3378500003	00041596	376318710	10-2620-621-000-00-500-000-000-0000	1262062150000000	568.00
00021516	05/15/2020	L3378500004	00041596	376318710	10-2620-621-000-00-800-000-000-0000	1262062180000000	695.32
00021516	05/15/2020	L3378500004	00041596	376318710	10-2620-621-000-00-980-000-000-0000	1262062198000000	32.72
Vendor: NATIONAFU - NATIONAL FUEL							
00021517	05/15/2020	L3378500005	00041595	110046135841	Remit # 1 Check Date: 05/15/2020	Check Amount:	1,720.07
00021517	05/15/2020	L3378500005	00041595	110046135841	10-2620-622-000-00-220-000-000-0000	1262062220000000	58.73
Vendor: PENNPO - PENN POWER							
00021568	05/29/2020	L3384900001	00041640	Boston-06	Remit # 1 Check Date: 05/15/2020	Check Amount:	58.73
00021569	05/29/2020	L3384900002	00041641	544	10-0470-000-000-00-000-000-000-0000	10470	503.32
Vendor: CMREG - CM REGENT, LLC							
00021570	05/29/2020	L3384900003	00041637	Crown-06	Remit # 1 Check Date: 05/29/2020	Check Amount:	503.32
00021570	05/29/2020	L3384900004	00041639	CrownVis-06	10-0470-000-000-00-000-000-000-0000	10470	154.68
Vendor: CROWNBEA - CROWN BENEFITS ADMINISTRATION							
00021571	05/29/2020	L3384900005	00041633	6782079	Remit # 1 Check Date: 05/29/2020	Check Amount:	154.68
00021571	05/29/2020	L3384900006	00041633	6782079	10-0470-000-000-00-000-000-000-0000	10470	159,602.43
00021571	05/29/2020	L3384900007	00041633	6782079	10-0470-000-000-00-000-000-000-0000	10470	1,226.05
00021571	05/29/2020	L3384900008	00041633	6782079	Remit # 1 Check Date: 05/29/2020	Check Amount:	160,828.48
00021571	05/29/2020	L3384900008	00041633	6782079	10-2620-621-000-00-200-000-000-0000	1262062120000000	751.03
00021571	05/29/2020	L3384900007	00041633	6782079	10-2620-621-000-00-500-000-000-0000	1262062150000000	1,007.00
00021571	05/29/2020	L3384900008	00041633	6782079	10-2620-621-000-00-800-000-000-0000	1262062180000000	1,230.50
00021571	05/29/2020	L3384900008	00041633	6782079	10-2620-621-000-00-980-000-000-0000	1262062198000000	57.96
Vendor: NATIONFUR - NATIONAL FUEL RESOURCES							
00021571	05/29/2020	L3384900008	00041633	6782079	Remit # 1 Check Date: 05/29/2020	Check Amount:	3,046.49

* Denotes Non-Negotiable Transaction

- Payable Transaction d - Direct Deposit c - Credit Card Payment

Fund Accounting Check Register

GENERAL FUND - From 05/01/2020 To 05/31/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00021572	05/29/2020	L3384900009	00041636	71467605	10-2620-531-000-00-200-000-000-0000	126205312000000	200.11
00021572	05/29/2020	L3384900010	00041636	71467605	10-2620-531-000-00-500-000-000-0000	126205315000000	175.84
00021572	05/29/2020	L3384900011	00041636	71467605	10-2620-531-000-00-800-000-000-0000	126205318000000	200.28
Vendor: VERIZON BUSINESS SERVICES							
05042020	05/04/2020	L3381300001	00041599	Harrisbank-05	Remit # 1 Check Date: 05/29/2020	Check Amount:	576.23
05042020	05/04/2020	L3381300002	00041599	Harrisbank-05	10-2519-610-000-00-000-000-0000	125196100000000	199.98
05042020	05/04/2020	L3381300003	00041599	Harrisbank-05	10-2620-430-000-00-800-000-000-0000	126204308000000	291.61
05042020	05/04/2020	L3381300004	00041599	Harrisbank-05	10-2519-442-000-00-000-000-000-0000	125194420000000	46.99
05042020	05/04/2020	L3381300005	00041599	Harrisbank-05	10-2836-360-000-00-000-000-000-0000	128363600000000	-35.00
05042020	05/04/2020	L3381300005	00041599	Harrisbank-05	10-2519-532-000-00-000-000-000-0000	125195320000000	110.00
Vendor: HARRISBA - HARRIS BANK							
05052020	05/05/2020	L3381300006	00041566	PSEA-04	Remit # 1 Check Date: 05/04/2020	Check Amount:	613.58
05052020	05/05/2020	L3381300007	00041566	PSEA-04	10-0470-000-000-00-000-000-000-0000	10470	6,794.00
Vendor: PSEAHW - PSEA HEALTH AND WELFARE FUND							
05142020	05/05/2020	L3381300008	00041597	PAUCFUND	10-5800-272-000-00-000-000-000-0000	15800272	-5,037.98
Vendor: PAUCF - PA UC FUND							
05172020	05/18/2020	L3381300009	00041586	SASDPR-05	Remit # 1 Check Date: 05/05/2020	Check Amount:	1,756.02
05172020	05/18/2020	L3381300010	00041586	SASDPR-05	10-0473-000-000-00-000-000-000-0000	10473	1,339.59
05172020	05/18/2020	L3381300011	00041586	SASDPR-05	Remit # 1 Check Date: 05/14/2020	Check Amount:	1,339.59
05172020	05/18/2020	L3381300012	00041586	SASDPR-05	10-0102-000-000-00-000-000-000-0000	10102	716,863.91
05172020	05/18/2020	L3381300013	00041586	SASDPR-05	10-2360-291-000-00-000-000-000-0000	123602910000000	300.00
Vendor: SASDPR - SHARPSVILLE AREA SCHOOL DISTRICT							
05202020	05/20/2020	L3381900001	00041619	VOYA-20	10-2380-291-000-00-000-000-000-0000	123802910000000	900.00
05202020	05/20/2020	L3381900002	00041619	VOYA-20	10-2515-291-000-00-000-000-000-0000	125152910000000	475.00
Vendor: VOYA - VOYA FINANCIAL INSTITUTIONAL PLAN SERVICES LLC							
05212020	05/21/2020	L3381900003	00041584	65292930	10-2818-291-000-00-000-000-000-0000	128182910000000	300.00
05212020	05/21/2020	L3381900004	00041584	65292930	Remit # 1 Check Date: 05/17/2020	Check Amount:	718,838.91
05212020	05/21/2020	L3381900005	00041584	65292930	10-0460-000-000-00-000-000-0200	0200	352.32
Vendor: FLEETSE - WEX BANK							
05222020	05/22/2020	L3381900006	00041498	HSA-4	10-0471-000-000-00-000-000-000-0000	10471	288.26
Vendor: HIGHMABL - HIGHMARK BLUE CROSS BLUE SHIELD							
05212020	05/21/2020	L3381900005	00041584	65292930	Remit # 1 Check Date: 05/20/2020	Check Amount:	640.58
05212020	05/21/2020	L3381900003	00041584	65292930	10-2620-626-000-00-000-000-000-0000	126206260000000	34.85
05212020	05/21/2020	L3381900004	00041584	65292930	10-2720-513-000-00-000-000-000-3500	127205130000035	65.83
05212020	05/21/2020	L3381900005	00041584	65292930	10-3250-627-000-00-000-000-000-AD00	627AD	113.11
Vendor: FLEETSE - WEX BANK							
05222020	05/22/2020	L3381900006	00041498	HSA-4	Remit # 1 Check Date: 05/21/2020	Check Amount:	213.79
05222020	05/22/2020	L3381900006	00041498	HSA-4	10-2519-340-000-00-000-000-000-0000	125193400000000	5.08
Vendor: HIGHMABL - HIGHMARK BLUE CROSS BLUE SHIELD							
05222020	05/22/2020	L3381900006	00041498	HSA-4	Remit # 1 Check Date: 05/22/2020	Check Amount:	5.08

10-GENERAL FUND

899,722.17

* Denotes Non-Negotiable Transaction

P - Prenote

C - Credit Card Payment

06/05/2020 02:27:24 PM

Sharpville Area School District

Page 2

Fund Accounting Check Register

GENERAL FUND - From 05/01/2020 To 05/31/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
Grand Total Manual Checks :							0.00
Grand Total Regular Checks :							899,722.17
Grand Total Direct Deposits:							0.00
Grand Total Credit Card Payments:							0.00
Grand Total All Checks :							899,722.17

Fund Accounting Check Register

GENERAL FUND - From 06/17/2020 To 06/17/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00021578	06/17/2020	L3382600068	00041665	2517	10-1110-430-000-30-800-000-137-0000	1110043080000000	534.00
Vendor: 3ZSIN - 3Z's INSTRUMENTS							
00021579	06/17/2020	L3382600066	00041751	631667	Remit # 1 Check Date: 06/17/2020	Check Amount:	534.00
					10-1110-562-000-20-500-000-109-0000	1110056250000000	1,850.52
Vendor: AGORACYC - AGORA CYBER CHARTER SCHOOL							
00021580	06/17/2020	L3382600003	00041634	APRIL2020	Remit # 1 Check Date: 06/17/2020	Check Amount:	1,850.52
					10-2350-330-000-00-000-000-000-0000	1235033000000000	105.00
00021580	06/17/2020	L3382600004	00041634	APRIL2020	10-2350-330-271-00-000-000-000-2200	1235033000000022	1,920.00
00021580	06/17/2020	L3382600072	00041729	MAY2020	10-2350-330-000-00-000-000-000-0000	1235033000000000	750.00
00021580	06/17/2020	L3382600073	00041729	MAY2020	10-2350-330-271-00-000-000-000-2200	1235033000000022	3,690.00
Vendor: ANDREWPR - ANDREWS & PRICE							
00021581	06/17/2020	L3382600033	00041717	15060	Remit # 1 Check Date: 06/17/2020	Check Amount:	6,465.00
					10-2620-430-000-00-220-000-000-0000	1262043022000000	360.00
Vendor: BELLSPO - BELLS PORTABLE RESTROOMS INC							
00021582	06/17/2020	L3382600067	00041750	MAY2020	Remit # 1 Check Date: 06/17/2020	Check Amount:	360.00
					10-1233-561-000-30-800-000-109-0000	1123356180000000	2,254.35
Vendor: CANONMCS - CANON-MCMILLAN SCHOOL DISTRICT							
00021583	06/17/2020	L3382600071	00041730	JAN.MAR2020	Remit # 1 Check Date: 06/17/2020	Check Amount:	2,254.35
					10-2360-635-000-00-000-000-000-0000	1236063500000000	57.75
Vendor: CHENEYDA - DARLENE CHENEY							
00021584	06/17/2020	L3382600069	00041731	632413	Remit # 1 Check Date: 06/17/2020	Check Amount:	57.75
					10-1110-562-000-30-800-000-109-0000	1110056280000000	925.26
00021584	06/17/2020	L3382600070	00041731	632413	10-1290-562-000-30-800-000-109-0000	1129056280000000	1,980.33
Vendor: COMMONCHA - COMMONWEALTH CHARTER ACADEMY							
00021585	06/17/2020	L3382600063	00041732	2478	Remit # 1 Check Date: 06/17/2020	Check Amount:	2,905.59
					10-1290-569-000-20-500-000-109-0000	1129056950000000	2,116.40
00021585	06/17/2020	L3382600064	00041732	2478	10-1442-569-000-10-200-000-109-0000	1144256920000000	1,202.00
Vendor: CROSSGRH - CROSSROADS GROUP HOMES							
00021586	06/17/2020	L3382600032	00041102	SASD-0137	Remit # 1 Check Date: 06/17/2020	Check Amount:	3,318.40
					10-2519-340-000-00-000-000-000-0000	1251934000000000	85.00
Vendor: CROWNBEA - CROWN BENEFITS ADMINISTRATION							
00021587	06/17/2020	L3382600013	00040009	68222500	Remit # 1 Check Date: 06/17/2020	Check Amount:	85.00
					10-1110-448-000-10-200-000-117-0000	1110044820000000	974.00
00021587	06/17/2020	L3382600014	00040009	68222500	10-1110-448-000-20-500-000-127-0000	1110044850000000	793.00
00021587	06/17/2020	L3382600015	00040009	68222500	10-1110-448-000-30-800-000-137-0000	1110044880000000	793.00
00021587	06/17/2020	L3382600016	00040009	68222500	10-2250-448-000-30-800-000-137-0000	1225044880000000	4.00
00021587	06/17/2020	L3382600017	00040009	68222500	10-2260-448-000-00-000-000-137-0000	1226044800000000	4.00
00021587	06/17/2020	L3382600018	00040009	68222500	10-2360-448-000-00-000-000-000-0000	1236044800000000	33.00
00021587	06/17/2020	L3382600019	00040009	68222500	10-2380-448-000-10-200-000-117-0000	1238044820000000	82.00
00021587	06/17/2020	L3382600020	00040009	68222500	10-2380-448-000-20-500-000-127-0000	1238044850000000	37.00
00021587	06/17/2020	L3382600021	00040009	68222500	10-2380-448-000-30-800-000-137-0000	1238044880000000	95.00

* Denotes Non-Negotiable Transaction

P - Prenote

C - Credit Card Payment

d - Direct Deposit

- Payable Transaction

06/12/2020 11:32:30 AM

Sharpville Area School District

Page 1

Fund Accounting Check Register

GENERAL FUND - From 06/17/2020 To 06/17/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00021587	06/17/2020	L3382600022	00040009	68222500	10-2519-448-000-00-000-000-0000	1251944800000000	33.08
Vendor: DELAGELAF - DE LAGE LANDEN FINANCIAL SERVICES INC					Remit # 1 Check Date: 06/17/2020	Check Amount:	2,848.08
00021588	06/17/2020	L3382600006	00041297	56402-00	10-3250-330-000-00-000-000-BAV0	330BAV	541.75
00021588	06/17/2020	L3382600007	00041297	56402-00	10-3250-610-000-00-000-000-BAJ0	610BAJ	511.75
Vendor: DEMANS - DEMANS INC					Remit # 1 Check Date: 06/17/2020	Check Amount:	1,053.50
00021589	06/17/2020	L3382600060	00041733	227379	10-1110-448-000-10-200-000-117-0000	1110044820000000	15.84
00021589	06/17/2020	L3382600061	00041733	227379	10-2360-448-000-00-000-000-0000	1236044800000000	7.79
00021589	06/17/2020	L3382600062	00041733	227379	10-2519-448-000-00-000-000-0000	1251944800000000	7.79
Vendor: DIRECTIM - DIRECT IMAGE					Remit # 1 Check Date: 06/17/2020	Check Amount:	31.42
00021590	06/17/2020	L3382600058	00041735	SPRING2020	10-2270-240-271-10-200-000-000-2200	1227024020000022	720.00
Vendor: DONALDME - MEGAN DONALDSON					Remit # 1 Check Date: 06/17/2020	Check Amount:	720.00
00021591	06/17/2020	L3382600027	00041711	740446	10-2380-550-000-20-500-000-127-0000	1238055050000000	44.00
Vendor: ENGRAVEL - THE ENGRAVING PLACE					Remit # 1 Check Date: 06/17/2020	Check Amount:	44.00
00021592	06/17/2020	L3382600025	00040010	123916	10-2620-340-000-00-000-000-0000	1262034000000000	30.00
Vendor: ERICRY - THE ERIC RYAN CORPORATION					Remit # 1 Check Date: 06/17/2020	Check Amount:	30.00
00021593	06/17/2020	L3382600059	00041734	Q906870296	10-3210-525-000-00-000-000-0000	1321052500000000	100.00
Vendor: ERIEINE - ERIE INSURANCE					Remit # 1 Check Date: 06/17/2020	Check Amount:	100.00
00021594	06/17/2020	L3382600011	00041334	666299	10-2250-640-000-20-500-000-127-0000	1225064050000000	715.96
00021594	06/17/2020	L3382600012	00041334	666299F	10-2250-640-000-20-500-000-127-0000	1225064050000000	263.19
Vendor: FOLLETSCS - FOLLETT SCHOOL SOLUTIONS INC					Remit # 1 Check Date: 06/17/2020	Check Amount:	979.15
00021595	06/17/2020	L3379300001	00040011	JUNE2020	10-2620-538-000-00-000-000-0000	1262053800000000	50.00
Vendor: HAWTHOCA - CARLA HAWTHORNE					Remit # 1 Check Date: 06/17/2020	Check Amount:	50.00
00021596	06/17/2020	L3382600076	00040457	JUNE2020	10-2620-430-000-00-000-000-0000	1262043000000000	146.00
Vendor: HERSHEXS - HERSH EXTERMINATING SERVICE, INC.					Remit # 1 Check Date: 06/17/2020	Check Amount:	146.00
00021597	06/17/2020	L3379300002	00040012	JUNE2020	10-2620-538-000-00-000-000-0000	1262053800000000	50.00
Vendor: HOAGLANA - WADE HOAGLAND					Remit # 1 Check Date: 06/17/2020	Check Amount:	50.00
00021598	06/17/2020	L3379300003	00040013	JUNE2020	10-2620-538-000-00-000-000-0000	1262053800000000	25.00
Vendor: HOUCKCA - CAROL HOUCK					Remit # 1 Check Date: 06/17/2020	Check Amount:	25.00
00021599	06/17/2020	L3382600034	00041716	21339	10-2620-430-000-00-500-000-000-0000	1262043050000000	1,149.50
00021599	06/17/2020	L3382600035	00041716	21383	10-2620-430-000-00-800-000-000-0000	1262043080000000	75.00
00021599	06/17/2020	L3382600036	00041716	21406	10-2620-430-000-00-800-000-000-0000	1262043080000000	85.00

* Denotes Non-Negotiable Transaction

P - Prenote

- Payable Transaction

d - Direct Deposit

c - Credit Card Payment

06/12/2020 11:32:31 AM

Sharpville Area School District

Page 2

Fund Accounting Check Register

GENERAL FUND - From 06/17/2020 To 06/17/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
Vendor: HUUZY'S REFRIGERATION INC							
00021600	06/17/2020	L3382600037	00041715	164177	Remit # 1 Check Date: 06/17/2020	10-2620-430-000-00-200-000-0000	1,309.50
						1262043020000000	412.40
Vendor: ICEL - I.C. ELECTRIC							
00021601	06/17/2020	L3382600057	00041736	631221	Remit # 1 Check Date: 06/17/2020	10-1290-562-000-20-500-000-109-0000	412.40
						1129056250000000	1,980.33
Vendor: INSIGHT PAC - INSIGHT PA CYBER CHARTER SCHOOL							
00021602	06/17/2020	L3382600023	00041583	335616495	Remit # 1 Check Date: 06/17/2020	10-1110-610-000-30-800-121-137-0000	1,980.33
						111006108012100	234.99
00021602	06/17/2020	L3382600024	00041583	335622892	Remit # 1 Check Date: 06/17/2020	10-1110-610-000-30-800-121-137-0000	80.00
						111006108012100	
Vendor: JWPES - J.W. PEPPER & SONS, INC.							
00021603	06/17/2020	L3382600053	00041737	2000000393	Remit # 1 Check Date: 06/17/2020	10-1110-562-000-20-500-000-109-0000	314.99
						1110056250000000	3,700.80
00021603	06/17/2020	L3382600054	00041737	2000000393	Remit # 1 Check Date: 06/17/2020	10-1110-562-000-30-800-000-109-0000	7,401.60
						1110056280000000	
00021603	06/17/2020	L3382600055	00041737	2000000393	Remit # 1 Check Date: 06/17/2020	10-1290-562-000-20-500-000-109-0000	2,640.40
						1129056250000000	
00021603	06/17/2020	L3382600056	00041737	2000000393	Remit # 1 Check Date: 06/17/2020	10-1290-562-000-30-800-000-109-0000	7,921.20
						1129056280000000	
Vendor: KEYSTONE EDUCATION CENTER							
00021604	06/17/2020	L3382600075	00041753	KOVACH0CT19	Remit # 1 Check Date: 06/17/2020	10-2330-580-000-00-000-000-0000	21,664.00
						1233058000000000	198.14
Vendor: KOVACHAL - ALMA J. KOVACH							
00021605	06/17/2020	L3382600002	00041635	MAY152020	Remit # 1 Check Date: 06/17/2020	10-1110-562-000-30-800-000-109-0000	198.14
						1110056280000000	925.26
Vendor: LINCOLNPP - THE LINCOLN PARK PERFORMING							
00021606	06/17/2020	L3379300005	00040014	JUNE2020	Remit # 1 Check Date: 06/17/2020	10-2620-538-000-00-000-000-0000	925.26
						1262053800000000	25.00
Vendor: MARSHALL - HEIDI MARSHALL							
00021607	06/17/2020	L3382600052	00041738	FINAL	Remit # 1 Check Date: 06/17/2020	10-1290-564-000-30-800-000-109-0000	25.00
						1129056480000000	13,317.90
Vendor: MERCERCOC - MERCER COUNTY CAREER CENTER							
00021608	06/17/2020	L3382600038	00041714	AA0B01965	Remit # 1 Check Date: 06/17/2020	10-2620-430-000-00-000-000-0000	13,317.90
						1262043000000000	1,414.75
Vendor: MICROBLA - MICROBAC LABORATORIES, INC.							
00021609	06/17/2020	L3382600050	00041740	3125	Remit # 1 Check Date: 06/17/2020	10-1225-322-000-10-200-000-109-0000	1,414.75
						1122532220000000	350.00
00021609	06/17/2020	L3382600051	00041739	3206	Remit # 1 Check Date: 06/17/2020	10-1500-322-411-10-200-000-000-5100	5,163.00
						1150032220000051	
00021609	06/17/2020	L3382600065	00041752	3211	Remit # 1 Check Date: 06/17/2020	10-1243-894-000-10-200-000-201-0000	588.00
						1124389420000000	
Vendor: MIUTV - MIDWESTERN IU IV							
00021610	06/17/2020	L3382600026	00041366	100547143	Remit # 1 Check Date: 06/17/2020	10-1110-438-000-10-200-000-402-6100	6,101.00
						1110043820000061	5.00
Vendor: MOBILEDEF - MOBILE DEFENDERS							
00021611	06/17/2020	L3382600029	00041652	2183474	Remit # 1 Check Date: 06/17/2020	10-3210-610-000-30-800-000-137-2300	5.00
						1321061080000023	42.17
00021611	06/17/2020	L3382600030	00041651	2170589	Remit # 1 Check Date: 06/17/2020	10-3210-610-000-30-800-000-137-2300	1,076.00
						1321061080000023	
Vendor: OAKHAI - OAK HALL INDUSTRIES, L.P.							
					Remit # 1 Check Date: 06/17/2020	10-3210-610-000-30-800-000-137-2300	1,118.17
						Check Amount:	

* Denotes Non-Negotiable Transaction

- Payable Transaction

P - Prenote

d - Direct Deposit

c - Credit Card Payment

06/12/2020 11:32:31 AM

Sharpville Area School District

Page 3

Fund Accounting Check Register

GENERAL FUND - From 06/17/2020 To 06/17/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A. S. N.	Expended Amt
00021612	06/17/2020	L338260009	00041629	497235380001	10-2360-610-000-000-0000	123606100000000	112.79
Vendor: OFFICED - OFFICE DEPOT					Remit # 1 Check Date: 06/17/2020	Check Amount:	112.79
00021613	06/17/2020	L338260004	00041741	630223	10-1110-562-000-10-200-000-109-0000	111005622000000	1,850.53
00021613	06/17/2020	L338260004	00041741	630223	10-1110-562-000-20-500-000-109-0000	111005625000000	1,850.53
00021613	06/17/2020	L338260004	00041741	630223	10-1110-562-000-30-800-000-109-0000	111005628000000	925.25
Vendor: PAVIC - PA VIRTUAL CHARTER SCHOOL					Remit # 1 Check Date: 06/17/2020	Check Amount:	4,626.31
00021614	06/17/2020	L338260004	00041742	APRIL272020	10-2519-340-000-00-000-000-0000	125193400000000	450.00
Vendor: RESCHIAG - RESCHINI AGENCY, INC.					Remit # 1 Check Date: 06/17/2020	Check Amount:	450.00
00021615	06/17/2020	L337930004	00040015	JUNE2020	10-2620-538-000-00-000-000-0000	126205380000000	50.00
Vendor: ROBERTJAL - JAIME L. ROBERTS					Remit # 1 Check Date: 06/17/2020	Check Amount:	50.00
00021616	06/17/2020	L338260004	00041743	518	10-2620-430-000-00-000-000-0000	126204300000000	16,710.00
Vendor: SERVPRO - SERVPRO OF MERCER CO.					Remit # 2 Check Date: 06/17/2020	Check Amount:	16,710.00
00021617	06/17/2020	L338260003	00041713	235	10-2310-549-000-00-000-000-0000	123105490000000	84.42
Vendor: SHARONHE - SHARON HERALD CO.					Remit # 1 Check Date: 06/17/2020	Check Amount:	84.42
00021618	06/17/2020	L338260002	00041653	MAY142020	10-3250-810-000-00-000-000-AD00	810AD	100.00
Vendor: SHARPERID - SHARPSVILLE GRIDIRON					Remit # 1 Check Date: 06/17/2020	Check Amount:	100.00
00021619	06/17/2020	L338260004	00041744	38150069	10-1290-390-890-00-000-000-201-5900	1129039000000059	1,548.41
00021619	06/17/2020	L338260004	00041744	38139069	10-1290-390-890-00-000-000-201-5900	1129039000000059	1,629.90
00021619	06/17/2020	L338260004	00041744	38225070	10-1290-390-890-00-000-000-201-5900	1129039000000059	570.47
Vendor: STA - STA CENTRAL REGION					Remit # 1 Check Date: 06/17/2020	Check Amount:	3,748.78
00021620	06/17/2020	L338260005	00041632	1704997	10-2519-550-000-00-000-000-0000	125195500000000	238.80
Vendor: SUPERIBUS - SUPERIOR BUSINESS SOLUTIONS					Remit # 1 Check Date: 06/17/2020	Check Amount:	238.80
00021621	06/17/2020	L337930007	00040016	JUNE2020	10-2350-330-000-00-000-000-0000	123503300000000	583.33
Vendor: TESONEROJ - ROBERT J. TESONE					Remit # 1 Check Date: 06/17/2020	Check Amount:	583.33
00021622	06/17/2020	L338260007	00040642	JUNE2020	10-2220-538-000-00-000-000-402-0000	122205380000000	440.00
Vendor: TIMEWAC - TIME WARNER CABLE-NORTHEAST					Remit # 1 Check Date: 06/17/2020	Check Amount:	440.00
00021623	06/17/2020	L338260001	00041627	110069	10-1110-430-000-10-200-000-117-0000	111004302000000	546.86
Vendor: TONASGR - AGC EDUCATION					Remit # 1 Check Date: 06/17/2020	Check Amount:	546.86
00021624	06/17/2020	L338260008	00040690	1053088	10-2620-411-000-00-000-000-0000	126204110000000	785.00
Vendor: TRICOUINI - TRI-COUNTY INDUSTRIES INC					Remit # 1 Check Date: 06/17/2020	Check Amount:	785.00
00021625	06/17/2020	L337930006	00040017	JUNE2020	10-2620-538-000-00-000-000-0000	126205380000000	50.00
Vendor: VANNOYJO - JOHN VANNOY					Remit # 1 Check Date: 06/17/2020	Check Amount:	50.00

* Denotes Non-Negotiable Transaction

- Payable Transaction

P - Prenote

d - Direct Deposit

c - Credit Card Payment

06/12/2020 11:32:31 AM

Sharpville Area School District

Page 4

Fund Accounting Check Register

GENERAL FUND - From 06/17/2020 To 06/17/2020

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00021626	06/17/2020	L3382600001	00041630	6TH7THYOGA	10-3210-390-000-00-500-000-127-0000	1321039050000000	350.00
Vendor: VESONDITIM - TIMOTHY G VESONDER							
00021627	06/17/2020	L3382600040	00041745	APRIL2020	Remit # 1 Check Date: 06/17/2020	Check Amount:	350.00
00021627	06/17/2020	L3382600041	00041745	APRIL2020	10-1224-323-000-20-500-000-109-0000	1122432350000000	1,127.00
Vendor: WESTERPES - WESTERN PENNSYLVANIA SCHOOL FOR BLIND CHILDREN							
00021628	06/17/2020	L3382600039	00041746	39194	10-1224-323-000-30-800-000-109-0000	1122432380000000	196.00
Vendor: WHITEHEA - WHITEHEAD-EAGLE CORPORATION							
00021628	06/17/2020	L3382600039	00041746	39194	Remit # 1 Check Date: 06/17/2020	Check Amount:	1,323.00
10-GENERAL FUND							
							103,048.99
Grand Total Manual Checks :							
							0.00
Grand Total Regular Checks :							
							103,048.99
Grand Total Direct Deposits:							
							0.00
Grand Total Credit Card Payments:							
							0.00
Grand Total All Checks :							
							103,048.99

Fund Accounting Check Register

CAPITAL PROJECT FUND - From 06/17/2020 To 06/17/2020

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
00000207	06/12/2020	L3390700016	00041721	June	39-4600-390-000-00-800-000-0000	CP460039080	3,000.00
Vendor: DUNLEVY MANAGEMENT SERVICES LLC							
00000208	06/12/2020	L3390700012	00041747	3529	Remit # 1 Check Date: 06/17/2020	Check Amount:	3,000.00
00000208	06/12/2020	L3390700013	00041747	3540	39-4600-330-000-00-800-000-0000	CP460033080	6,604.56
Vendor: ECKLESARE - ECKLES ARCHITECTURE AND ENGINEERING, INC.							
00000209	06/12/2020	L3390700014	00041728	2	39-4600-330-000-00-800-000-0000	CP460033080	6,604.57
00000209	06/12/2020	L3390700014	00041728	2	Remit # 1 Check Date: 06/17/2020	Check Amount:	13,209.13
Vendor: FIRSTAMI - FIRST AMERICAN INDUSTRIES, INC.							
00000210	06/12/2020	L3390700015	00041722	AA0B01852	39-4600-450-000-00-800-000-CP3P	CP4600450803	41,130.00
Vendor: MICROBLA - MICROBAC LABORATORIES, INC.							
00000211	06/12/2020	L3390700017	00041720	5	Remit # 1 Check Date: 06/17/2020	Check Amount:	120.75
00000211	06/12/2020	L3390700018	00041720	6	39-4600-450-000-00-800-000-CP2H	CP4600450802	23,247.00
Vendor: RENICKBR - RENICK BROTHERS							
00000211	06/12/2020	L3390700018	00041720	6	39-4600-450-000-00-800-000-CP2H	CP4600450802	116,955.00
Vendor: RENICKBR - RENICK BROTHERS							
00000211	06/12/2020	L3390700018	00041720	6	Remit # 1 Check Date: 06/17/2020	Check Amount:	140,202.00
39-CAPITAL PROJECT FUND							
							197,661.88
Grand Total Manual Checks :							
							0.00
Grand Total Regular Checks :							
							197,661.88
Grand Total Direct Deposits:							
							0.00
Grand Total Credit Card Payments:							
							0.00
Grand Total All Checks :							
							197,661.88

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

MAY 31, 2020

	CURRENT MONTH	YEAR-TO-DATE
BALANCE FORWARD APRIL 30, 2020		
CHECKING - GENERAL	\$ 146,412.42	\$ 114,371.31
INDEXED MONEY MARKET	1,715,823.19	394,770.81
PA GOV TRUST	58,294.34	477,267.72
PA GOV TRUST-I SHARES	10,929.51	559,238.90
INDEXED MONEY MARKET-Restricted	<u>101,527.98</u>	<u>100,000.00</u>
FUNDS AVAILABLE APRIL 30, 2020	\$ 2,032,987.44	\$ 1,645,648.74
RECEIPTS - MAY		
GENERAL REVENUE	339,452.33	13,540,586.44
ACCOUNT'S RECEIVABLE	<u>106,485.94</u>	<u>2,205,648.84</u>
TOTAL RECEIPTS - MAY	445,938.27	15,746,235.28
DISBURSEMENTS - MAY		
GENERAL EXPENSES	1,252,609.32	14,742,859.37
ACCT'S PAYABLE	<u>(122,607.15)</u>	<u>1,300,101.11</u>
TOTAL DISBURSEMENTS MAY	<u>(1,130,002.17)</u>	<u>(16,042,960.48)</u>
FUNDS AVAILABLE MAY 31, 2020	\$ 1,348,923.54	\$ 1,348,923.54
DISTRIBUTION OF FUNDS:		
CHECKING - GENERAL	58,097.72	
INDEXED MONEY MARKET	1,016,843.00	
PA GOV TRUST	161,452.73	
PA GOV TRUST-I SHARES	10,929.51	
INDEXED MONEY MARKET-RESTRICED	<u>101,600.58</u>	
FUNDS AVAILABLE MAY 31, 2020	\$ 1,348,923.54	

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

MAY 31, 2020

INDEXED MONEY MARKET ACCOUNT

CURRENT INTEREST RATE: 1.05%

FUNDS AVAILABLE APRIL 30, 2020

\$ 1,715,823.19

5/18/2020 TO CHECKING
5/31/2020 INVESTMENT #15

(700,000.00)
1,019.81

FUNDS AVAILABLE MAY 31, 2020

\$ 1,016,843.00

PA GOVERNMENT TRUST INVESTMENTS

CURRENT INTEREST RATE: 0.74%

FUNDS AVAILABLE APRIL 30, 2020

\$ 58,294.34

5/4/2020 TO CHECKING
5/21/2020 INVESTMENT #42
5/28/2020 INVESTMENT #43
5/31/2020 INVESTMENT #44

(613.58)
36,684.94
67,057.20
29.83

FUNDS AVAILABLE MAY 31, 2020

\$ 161,452.73

PA GOVERNMENT TRUST | SHARES INVESTMENTS

CURRENT INTEREST RATE: 0.88%

FUNDS AVAILABLE APRIL 30, 2020

\$ 10,929.51

NO ACTIVITY IN MAY

0.00

FUNDS AVAILABLE MAY 31, 2020

\$ 10,929.51

INDEXED MONEY MARKET ACCOUNT-RESTRICTED

CURRENT INTEREST RATE: 1.05%

FUNDS AVAILABLE APRIL 30, 2020

\$ 101,527.98

5/31/2020 INVESTMENT #11

72.60

FUNDS AVAILABLE MAY 31, 2020

\$ 101,600.58

**SHARPSVILLE AREA SCHOOL DISTRICT
BANK RECONCILIATION
GENERAL FUND ACCOUNT**

MAY 31, 2020

BANK STATEMENT BALANCE	\$343,921.45
PLUS DEPOSIT(S) IN TRANSIT	
LESS OUTSTANDING CHECKS:	2,321.31

19710	R GILKEY	250.00	21530	ERDOS TRANSPORT	17,190.00
20622	C FRYE	74.00	21533	J HART	74.00
20850	T CLARY	25.00	21534	C HAWTHORNE	50.00
21197	J HART	74.00	21537	C HOUCK	25.00
21385	PMEA	72.00	21539	INSIGHT CS	1,980.33
21404	UNIV. OF OREGON	461.00	21543	LINCOLN PARK CS	925.27
21436	CLARION WREST	200.00	21546	MCCC	33,113.00
21449	FLB	300.00	21547	MIU IV	16,921.00
21452	C HAWTHORNE	50.00	21556	RORA CHEMICALS	588.00
21467	MOBILE DEFENDERS	179.80	21558	RUDER LAW	9,000.00
21474	PRECISION HR	4,511.98	21560	SENECA VALLEY SD	17,280.00
21490	SLIPPERY ROCK	200.00	21563	R TESONE	583.33
21499	UNIV. OF OREGON	461.00	21567	WESTERN PA SCH	2,964.50
21500	UPMC WESTERN	375.00	21568	BOSTON MUTUAL	503.32
21518	AGORA CCS	1,850.53	21569	CM REGENT	154.68
21519	CANON MCM SD	2,610.30	21570	CROWN BENEFITS	160,828.48
21520	CAPABLE KIDS	5,823.80	21571	NATL FUEL	3,046.49
21529	EDULINK	4,823	21572	VERIZON	576.23
					(288,145.04)

BANK BALANCE	\$58,097.72
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	FOR THE MONTH MAY	YEAR- TO-DATE
BEGINNING BALANCE	\$146,412.42	\$114,371.31
RECEIPTS	445,938.27	19,496,759.60
INVESTMENTS REDEEMED	<u>700,613.58</u>	<u>12,586,088.70</u>
SUB-TOTAL	1,292,964.27	32,197,219.61
DISBURSEMENTS	(1,130,002.17)	(17,634,768.75)
INVESTMENTS PURCHASED	<u>(104,864.38)</u>	<u>(14,504,353.14)</u>
BANK BALANCE	\$58,097.72	\$58,097.72

Condensed IV Board Summary Report

From 05/01/2020 To 05/31/2020

fabrdco4

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
10-1100 GENERAL FUND -						
100 PERSONNEL SERV-SALARIES	4,365,889.00	366,041.89	3,253,549.08	0.00	74.52	1,112,339.92
200 PERSONNEL EMPL BENEFITS	2,895,347.00	238,451.91	2,192,631.26	0.00	75.72	702,715.74
300 PURCHASED PROF & TECH	193,792.00	17,280.00	106,751.40	0.00	55.08	87,040.60
400 PURCHASED PROPERTY SVC	47,093.00	2,560.00	34,396.74	3,791.66	81.09	8,904.60
500 OTHER PURCHASED SERVICE	293,434.00	28,312.57	246,796.33	925.26	84.42	45,712.41
600 SUPPLIES	220,141.00	890.12	193,055.16	2,503.78	88.83	24,582.06
700 PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
800 OTHER OBJECTS	3,849.00	0.00	2,241.89	0.00	58.24	1,607.11
Total	8,019,545.00	653,536.49	6,029,421.86	7,220.70	75.27	1,982,902.44
10-1200 GENERAL FUND - SPEC PROG ELEMEN/SECOND						
100 PERSONNEL SERV-SALARIES	1,101,211.00	94,648.23	826,871.62	0.00	75.08	274,339.38
200 PERSONNEL EMPL BENEFITS	855,398.00	72,316.90	675,740.25	0.00	78.99	179,657.75
300 PURCHASED PROF & TECH	278,219.00	23,917.30	238,913.98	0.00	85.87	39,305.02
400 PURCHASED PROPERTY SVC	200.00	0.00	231.06	0.00	115.53	-31.06
500 OTHER PURCHASED SERVICE	357,657.00	31,691.48	267,263.07	0.00	74.72	90,393.93
600 SUPPLIES	19,279.00	0.00	17,779.45	316.01	93.86	1,183.54
700 PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
800 OTHER OBJECTS	3,330.00	0.00	623.00	0.00	18.70	2,707.00
Total	2,615,294.00	222,573.91	2,027,422.43	316.01	77.53	587,555.56
10-1300 GENERAL FUND - VOCATIONAL EDUCATION						
500 OTHER PURCHASED SERVICE	417,795.00	-16,250.68	367,757.78	0.00	88.02	50,037.22
Total	417,795.00	-16,250.68	367,757.78	0.00	88.02	50,037.22
10-1400 GENERAL FUND - OTHER INSTRUCTION PROG						
100 PERSONNEL SERV-SALARIES	10,000.00	796.65	796.65	0.00	7.96	9,203.35
200 PERSONNEL EMPL BENEFITS	4,319.00	336.61	336.61	0.00	7.79	3,982.39
300 PURCHASED PROF & TECH	14,976.00	1,792.00	1,792.00	0.00	11.96	13,184.00
500 OTHER PURCHASED SERVICE	34,030.00	1,141.90	-5,135.78	0.00	-15.09	39,165.78

Condensed IV Board Summary Report

From 05/01/2020 To 05/31/2020

fabrdco4

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
800 OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00
Total	63,325.00	4,067.16	-2,210.52	0.00	-3.49	65,535.52
10-1500 GENERAL FUND - NONPUBLIC SCHOOL PGMS						
300 PURCHASED PROF & TECH	3,763.00	0.00	0.00	0.00	0.00	3,763.00
Total	3,763.00	0.00	0.00	0.00	0.00	3,763.00
10-2100 GENERAL FUND - SUPPORT SERV-PUPIL PERS						
100 PERSONNEL SERV-SALARIES	316,924.00	26,751.26	239,781.12	0.00	75.65	77,142.88
200 PERSONNEL EMPL. BENEFITS	225,670.00	18,461.17	174,202.44	0.00	77.19	51,467.56
300 PURCHASED PROF & TECH	7,452.00	1,853.00	1,029.00	0.00	13.80	6,423.00
500 OTHER PURCHASED SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
600 SUPPLIES	8,284.00	0.00	8,353.20	0.00	100.83	-69.20
Total	558,330.00	47,065.43	423,365.76	0.00	75.82	134,964.24
10-2200 GENERAL FUND - SUPPORT SERVICES-INSTRU						
100 PERSONNEL SERV-SALARIES	225,203.00	13,106.11	136,291.03	0.00	60.51	88,911.97
200 PERSONNEL EMPL BENEFITS	148,119.00	7,860.11	92,251.35	0.00	62.28	55,867.65
300 PURCHASED PROF & TECH	20,878.00	0.00	21,898.25	0.00	104.88	-1,020.25
400 PURCHASED PROPERTY SVC	7,291.00	8.00	4,278.00	8.00	58.78	3,005.00
500 OTHER PURCHASED SERVICE	7,488.00	440.00	5,369.24	4,620.00	133.40	-2,501.24
600 SUPPLIES	51,483.00	4,823.00	49,527.95	3,558.32	103.11	-1,603.27
700 PROPERTY	23,000.00	0.00	22,478.72	0.00	97.73	521.28
800 OTHER OBJECTS	400.00	0.00	70.00	0.00	17.50	330.00
Total	483,862.00	26,237.22	332,164.54	8,186.32	70.34	143,511.14
10-2300 GENERAL FUND - SUPPORT SERVICES-ADMIN						
100 PERSONNEL SERV-SALARIES	603,888.00	49,728.01	537,856.96	0.00	89.06	66,031.04
200 PERSONNEL EMPL BENEFITS	423,450.00	31,421.86	369,454.23	0.00	87.24	53,995.77
300 PURCHASED PROF & TECH	80,366.00	11,621.28	57,713.58	22,608.33	99.94	44.09
400 PURCHASED PROPERTY SVC	3,132.00	247.00	2,800.08	247.00	97.28	84.92

Condensed IV Board Summary Report

From 05/01/2020 To 05/31/2020

fabrdco4

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
500 OTHER PURCHASED SERVICE	27,805.00	1,804.17	20,899.53	44.00	75.32	6,861.47
600 SUPPLIES	28,976.00	1,106.31	23,511.70	112.79	81.53	5,351.51
800 OTHER OBJECTS	8,244.00	0.00	7,068.90	0.00	85.74	1,175.10
Total	1,175,861.00	95,928.63	1,019,304.98	23,012.12	88.64	133,543.90
10-2400 GENERAL FUND - SUPP SVC-PUBLIC HEALTH						
100 PERSONNEL SERV-SALARIES	100,274.00	9,034.38	79,176.12	0.00	78.95	21,097.88
200 PERSONNEL EMPL BENEFITS	64,575.00	7,076.98	58,575.91	0.00	90.70	5,999.09
300 PURCHASED PROF & TECH	3,013.00	80.11	1,867.65	0.00	61.98	1,145.35
500 OTHER PURCHASED SERVICE	309.00	0.00	309.00	0.00	100.00	0.00
600 SUPPLIES	799.00	0.00	1,201.92	0.00	150.42	-402.92
Total	168,970.00	16,191.47	141,130.60	0.00	83.52	27,839.40
10-2500 GENERAL FUND -						
100 PERSONNEL SERV-SALARIES	157,480.00	10,541.42	132,349.54	0.00	84.04	25,130.46
200 PERSONNEL EMPL BENEFITS	112,729.00	7,587.61	87,677.50	0.00	77.77	25,051.50
300 PURCHASED PROF & TECH	22,615.00	150.08	31,762.84	70.16	140.76	-9,218.00
400 PURCHASED PROPERTY SVC	1,150.00	80.07	926.85	33.08	83.47	190.07
500 OTHER PURCHASED SERVICE	3,150.00	-128.80	1,126.07	238.80	43.32	1,785.13
600 SUPPLIES	2,590.00	248.65	2,148.50	48.67	84.83	392.83
800 OTHER OBJECTS	275.00	0.00	263.69	0.00	95.88	11.31
Total	299,989.00	18,479.03	256,254.99	390.71	85.55	43,343.30
10-2600 GENERAL FUND -						
100 PERSONNEL SERV-SALARIES	632,463.00	51,023.42	531,096.84	0.00	83.97	101,366.16
200 PERSONNEL EMPL BENEFITS	480,909.00	36,788.15	403,036.37	0.00	83.80	77,872.63
300 PURCHASED PROF & TECH	72,960.00	30.00	72,844.98	30.00	99.88	85.02
400 PURCHASED PROPERTY SVC	171,803.00	1,523.09	131,914.94	1,223.00	77.49	38,665.06
500 OTHER PURCHASED SERVICE	77,255.00	1,425.31	73,586.79	250.00	95.57	3,418.21
600 SUPPLIES	399,650.00	17,780.27	291,879.29	7,883.99	75.00	99,886.72
700 PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00

Condensed IV Board Summary Report

From 05/01/2020 To 05/31/2020

fabrdco4

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
800 OTHER OBJECTS	0.00	0.00	0.00	0.00	0.00	0.00
Total	1,835,040.00	108,570.24	1,504,359.21	9,386.99	82.49	321,293.80
10-2700 GENERAL FUND -						
500 OTHER PURCHASED SERVICE	484,317.00	63,896.22	487,212.90	0.00	100.59	-2,895.90
Total	484,317.00	63,896.22	487,212.90	0.00	100.59	-2,895.90
10-2800 GENERAL FUND - SUPPORT SVCS-CENTRAL						
100 PERSONNEL SERV-SALARIES	145,357.00	12,482.64	133,427.70	0.00	91.79	11,929.30
200 PERSONNEL EMPL. BENEFITS	101,357.00	7,127.24	86,372.26	0.00	85.21	14,984.74
300 PURCHASED PROF & TECH	2,000.00	-35.00	1,653.95	0.00	82.69	346.05
400 PURCHASED PROPERTY SVC	0.00	0.00	0.00	0.00	0.00	0.00
500 OTHER PURCHASED SERVICE	2,595.00	0.00	970.27	0.00	37.39	1,624.73
600 SUPPLIES	200.00	0.00	1,895.84	0.00	947.92	-1,695.84
800 OTHER OBJECTS	595.00	0.00	0.00	595.00	100.00	0.00
Total	252,104.00	19,574.88	224,320.02	595.00	89.21	27,188.98
10-2900 GENERAL FUND -						
500 OTHER PURCHASED SERVICE	8,500.00	0.00	7,971.84	0.00	93.78	528.16
Total	8,500.00	0.00	7,971.84	0.00	93.78	528.16
10-3100 GENERAL FUND - FOOD SERVICES						
100 PERSONNEL SERV-SALARIES	0.00	-21,969.60	0.30	0.00	0.00	-0.30
200 PERSONNEL EMPL BENEFITS	0.00	-7,005.46	1,177.79	0.00	0.00	-1,177.79
500 OTHER PURCHASED SERVICE	0.00	0.00	312.40	0.00	0.00	-312.40
600 SUPPLIES	0.00	-312.40	-309.08	0.00	0.00	309.08
Total	0.00	-29,287.46	1,181.41	0.00	0.00	-1,181.41
10-3200 GENERAL FUND - STUDENT ACTIVITIES						
100 PERSONNEL SERV-SALARIES	185,492.00	19,480.31	161,611.07	0.00	87.12	23,880.93
200 PERSONNEL EMPL BENEFITS	79,899.00	8,300.83	64,423.43	0.00	80.63	15,475.57

Condensed IV Board Summary Report

From 05/01/2020 To 05/31/2020

fabrdco4

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
300 PURCHASED PROF & TECH	85,197.00	0.00	51,968.16	10,791.75	73.66	22,437.09
400 PURCHASED PROPERTY SVC	8,100.00	0.00	6,230.80	0.00	76.92	1,869.20
500 OTHER PURCHASED SERVICE	49,088.00	0.00	39,711.50	672.00	82.26	8,704.50
600 SUPPLIES	42,776.00	937.21	35,655.13	2,829.91	89.96	4,290.96
700 PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
800 OTHER OBJECTS	13,617.00	305.00	7,089.43	883.39	58.55	5,644.18
Total	464,169.00	29,023.35	366,689.52	15,177.05	82.26	82,302.43
10-4100 GENERAL FUND - SITE ACQUISITION SVCS						
700 PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00	0.00
10-4200 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
Total	0.00	0.00	0.00	0.00	0.00	0.00
10-4600 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
700 PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00	0.00
10-5100 GENERAL FUND - OTHER EXPEND & FINANCE						
000	0.00	0.00	0.00	0.00	0.00	0.00
800 OTHER OBJECTS	51,794.00	0.00	0.00	0.00	0.00	0.00
900 OTHER USES OF FUNDS	105,000.00	0.00	105,000.00	0.00	100.00	0.00
Total	156,794.00	0.00	156,787.23	0.00	99.99	6.77
10-5200 GENERAL FUND - FUND TRANSFERS						
900 OTHER USES OF FUNDS	1,336,819.00	0.00	1,398,673.76	0.00	104.62	-61,854.76

Condensed IV Board Summary Report

From 05/01/2020 To 05/31/2020

fabrdco4

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
Total	1,336,819.00	0.00	1,398,673.76	0.00	104.62	-61,854.76
10-5800 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	-6,996.57	1,051.06	1.00	0.00	-1,052.06
300 PURCHASED PROF & TECH	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	-6,996.57	1,051.06	1.00	0.00	-1,052.06
10-5900 GENERAL FUND - BUDGETARY RESERVE						
800 OTHER OBJECTS	50,000.00	0.00	0.00	0.00	0.00	50,000.00
Total	50,000.00	0.00	0.00	0.00	0.00	50,000.00
10-6100 GENERAL FUND - TAXES LEVIED BY THE LEA						
000	-5,566,963.00	-131,073.43	-5,316,413.00	0.00	95.49	-250,550.00
Total	-5,566,963.00	-131,073.43	-5,316,413.00	0.00	95.49	-250,550.00
10-6400 GENERAL FUND - DELINQUENCIES TAXES LEV						
000	-222,800.00	-37,055.02	-198,966.85	0.00	89.30	-23,833.15
Total	-222,800.00	-37,055.02	-198,966.85	0.00	89.30	-23,833.15
10-6500 GENERAL FUND - EARNINGS ON INVESTMENTS						
000	-30,000.00	-1,200.57	-26,878.64	0.00	89.59	-3,121.36
Total	-30,000.00	-1,200.57	-26,878.64	0.00	89.59	-3,121.36
10-6700 GENERAL FUND - REV FROM STUDENT ACT						
000	-42,330.00	-300.00	-42,551.00	0.00	100.52	221.00
Total	-42,330.00	-300.00	-42,551.00	0.00	100.52	221.00
10-6800 GENERAL FUND - REV FROM INTERMEDIATE						
000	-168,568.00	-67,677.97	-139,442.08	0.00	82.72	-29,125.92

Condensed IV Board Summary Report

From 05/01/2020 To 05/31/2020

fabrdco4

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
Total	-168,568.00	-67,677.97	-139,442.08	0.00	82.72	-29,125.92
10-6900 GENERAL FUND - OTHER REV FROM LOCAL 000	-497,676.00	-8,052.81	-245,635.71	-4,222.00	50.20	-247,818.29
Total	-497,676.00	-8,052.81	-245,635.71	-4,222.00	50.20	-247,818.29
10-7100 GENERAL FUND - BASIC INSTRUCT & OPER 000	-6,475,986.00	-64,773.70	-5,073,981.72	0.00	78.35	-1,402,004.28
Total	-6,475,986.00	-64,773.70	-5,073,981.72	0.00	78.35	-1,402,004.28
10-7200 GENERAL FUND - SUBSIDIES SPECIAL ED 000	-791,804.00	0.00	-592,477.00	0.00	74.82	-199,327.00
Total	-791,804.00	0.00	-592,477.00	0.00	74.82	-199,327.00
10-7300 GENERAL FUND - SUBSIDIES NON-ED PGMS 000	-1,330,522.00	0.00	-812,849.03	0.00	61.09	-517,672.97
Total	-1,330,522.00	0.00	-812,849.03	0.00	61.09	-517,672.97
10-7500 GENERAL FUND - EXTRA GRANTS 000	-239,259.00	0.00	-239,259.00	0.00	100.00	0.00
Total	-239,259.00	0.00	-239,259.00	0.00	100.00	0.00
10-7800 GENERAL FUND - SUBSIDIES ST PAID BENE 000	-2,222,778.00	7,366.11	-603,793.44	0.00	27.16	-1,618,984.56
Total	-2,222,778.00	7,366.11	-603,793.44	0.00	27.16	-1,618,984.56
10-8500 GENERAL FUND - RESTRICT GRANTS-IN-AID 000	-329,731.00	-36,684.94	-246,048.37	0.00	74.62	-83,682.63
Total	-329,731.00	-36,684.94	-246,048.37	0.00	74.62	-83,682.63
10-8600 GENERAL FUND - RESTRICT GRANTS-IN-AID						

Condensed IV Board Summary Report

From 05/01/2020 To 05/31/2020

fabrdco4

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	Year To Date Encumbrances	% Used	Available Funds
000	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00	0.00
10-8800 GENERAL FUND - MED ASSIST REIMBURSE						
000	-96,965.00	0.00	-2,290.60	0.00	2.36	-94,674.40
Total	-96,965.00	0.00	-2,290.60	0.00	2.36	-94,674.40
10-9200 GENERAL FUND - PROCEEDS EXTENDED TERM						
000	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00	0.00
10-9300 GENERAL FUND - INTERFUND TRANSFERS						
000	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00	0.00
10-9400 GENERAL FUND - SALE OF FIXED ASSETS						
000	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00	0.00	0.00
Fund 10 - GENERAL FUND						
Total Expenditure	16,850,864.00	1,259,605.89	13,186,347.32	64,284.90	78.63	3,600,231.78
Total Other Expenditure	1,543,613.00	-6,996.57	1,556,512.05	1.00	100.83	-12,900.05
Total Revenue	-18,015,382.00	-339,452.33	-13,540,586.44	-4,222.00	75.18	-4,470,573.56
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
	379,095.00	913,156.99	1,202,272.93	60,063.90	332.98	-883,241.83

Grand Totals

Total Expenditure	16,850,864.00	1,259,605.89	13,186,347.32	64,284.90	78.63	3,600,231.78
Total Other Expenditure	1,543,613.00	-6,996.57	1,556,512.05	1.00	100.83	-12,900.05
Total All Expenditures	18,394,477.00	1,252,609.32	14,742,859.37	64,285.90	80.49	3,587,331.73
Total Revenue	-18,015,382.00	-339,452.33	-13,540,586.44	-4,222.00	75.18	-4,470,573.56
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Total All Revenues	-18,015,382.00	-339,452.33	-13,540,586.44	-4,222.00	75.18	-4,470,573.56
	379,095.00	913,156.99	1,202,272.93	60,063.90	332.98	-883,241.83

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

MAY 31, 2020

	MONTH OF MAY	YEAR-TO-DATE
BALANCE FORWARD APRIL 30, 2020	\$35,731.72	\$22,192.76
RECEIPTS - MAY		
5/31/2020 MAY INTEREST	25.53	
TOTAL RECEIPTS - MAY	25.53	30,214.49
DISBURSEMENTS - MAY		
NO DISBURSEMENTS		
TOTAL DISBURSEMENTS MAY	<u>0.00</u>	<u>16,650.00</u>
FUNDS AVAILABLE MAY 31, 2020	<u>\$35,757.25</u>	<u>\$35,757.25</u>

SUMMARY OF CAPITAL RESERVE FUNDS

CHECKING	37.06	
MONEY MARKET ACCOUNT [CURRENT INTEREST RATE: 1.05%]	<u>35,720.19</u>	
FUNDS AVAILABLE MAY 31, 2020	\$	35,757.25

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

MAY 31, 2020

	MONTH OF FEBRUARY	YEAR-TO-DATE
BALANCE FORWARD APRIL 30, 2020	\$5,862,196.46	\$7,123,136.27
RECEIPTS - MAY		
5/31/2020 MAY INTEREST	2,251.22	
	<hr/>	
TOTAL RECEIPTS - MAY	2,251.22	130,434.62
DISBURSEMENTS - MAY		
5/18/2020 CK 206 DUNLEVY MANAGEMENT SVCS	3,000.00	
	<hr/>	
TOTAL DISBURSEMENTS MAY	<u>3,000.00</u>	<u>1,392,123.21</u>
FUNDS AVAILABLE MAY 31, 2020	\$5,861,447.68	\$5,861,447.68

SUMMARY OF CAPITAL PROJECT FUNDS

PLGIT ARM ACCOUNT (CURRENT RATE: .80%)	<u>5,861,447.68</u>	
FUNDS AVAILABLE MAY 31, 2020		\$5,861,447.68

Student Activity Account Summary

From 05/01/2020 to 05/31/2020

fastusum

Fund 81 - ACTIVITY FUND

Activity Fund	Beginning Balance 05/01/2020	Received	Expended	Adjustments	Ending Balance 05/31/2020
2019 CLASS OF 2019	1,356.82	0.00	0.00	0.00	1,356.82
2020 CLASS OF 2020	3,641.96	0.00	0.00	0.00	3,641.96
2021 CLASS OF 2021	1,298.02	0.00	100.00	0.00	1,198.02
2022 CLASS OF 2022	4,027.00	0.00	0.00	0.00	4,027.00
BBBC BBB CHEERLEADERS	302.19	0.00	0.00	0.00	302.19
BOOK BOOK CLUB	108.00	0.00	0.00	0.00	108.00
CHES CHESS	412.74	0.00	0.00	0.00	412.74
CHOI CHOIR	2,789.13	0.00	120.00	0.00	2,669.13
DADV DEVILS ADVOCATE	107.34	0.00	0.00	0.00	107.34
DLOG DEVILS LOG	8,092.37	0.00	1,584.72	0.00	6,507.65
FBCH FOOTBALL CHEERLEADERS	243.91	0.00	0.00	0.00	243.91
FCCL FAM CAREER & COM LEADER	856.68	0.00	0.00	0.00	856.68
INTE INTEREST	28.78	-10.52	0.00	0.00	39.30
LEAD LEAD Team	785.21	0.00	0.00	0.00	785.21
NHEL NATURAL HELPERS	1,293.19	0.00	0.00	0.00	1,293.19
NHSO NATIONAL HONOR SOCIETY	64.55	0.00	0.00	0.00	64.55
ROBO ROBOTICS CLUB	56.18	0.00	0.00	0.00	56.18
SCIE SCIENCE CLUB	713.25	0.00	0.00	0.00	713.25
SPAN SPANISH CLUB	891.55	0.00	0.00	0.00	891.55
STUC STUDENT COUNCIL	1,133.19	0.00	0.00	0.00	1,133.19
TECH TECHNOLOGY CLUB	154.75	0.00	0.00	0.00	154.75
TEEN TEENS THAT CARE	2,980.66	0.00	0.00	0.00	2,980.66
THES THESPIANS	18,985.88	0.00	0.00	0.00	18,985.88
TRAC TRACK CLUB	1,465.33	0.00	0.00	0.00	1,465.33
UNIS UNIFIED SPORTS	65.00	0.00	0.00	0.00	65.00
WRCH WRESTLING CHEERLEADERS	915.19	0.00	0.00	0.00	915.19

Fund 81 - ACTIVITY FUND

Fund Totals: 52,768.87

-10.52

1,804.72

0.00

50,974.67

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND 2019-CLASS OF 2019

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

81-0496-000-000-00-800-000-000-2019 (Inactive with budget)

Beginning balance: 1,356.82
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 1,356.82

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND 2020-CLASS OF 2020

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

81-0496-000-000-800-000-000-2020 (Inactive with budget)

Beginning balance: 3,641.96
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 3,641.96

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

Fund 81 - ACTIVITY FUND 2021-CLASS OF 2021

Date Trans. No. Vendor Name
 81-0496-000-00-800-000-000-2021
 05/29/2020 C3385400007 DARLA STEINER

fastudet

Date		Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
				00004795	CLASS OF 2021 REIMBURSEMENT PROM	100.00
Beginning balance:						1,298.02
Received:						0.00
Expended:						100.00
Adjustments:						0.00
Ending balance:						1,198.02

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND 2022-CLASS OF 2022

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

81-0496-000-000-00-800-000-000-2022 (Inactive with budget)

Beginning balance:	4,027.00
Received:	0.00
Expended:	0.00
Adjustments:	0.00
Ending balance:	4,027.00

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND BBBC-BBB CHEERLEADERS

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

11-0496-000-000-00-800-000-000-BBBC (Inactive with budget)

Beginning balance:	302.19
Received:	0.00
Expended:	0.00
Adjustments:	0.00
Ending balance:	302.19

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND BOOK-BOOK CLUB

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

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

Beginning balance: 108.00
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 108.00

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND CHES-CHESS

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

31-0496-000-000-00-800-000-000-CHESS (Inactive with budget)

Beginning balance:	412.74
Received:	0.00
Expended:	0.00
Adjustments:	0.00
Ending balance:	412.74

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND CHOI-CHOIR

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
81-0496-000-000-00-800-000-000-CHOI					
05/21/2020	C3380100001	MEGAN MCCONAHY	00004790	CHOIR Reimbursement for Kenneywood	120.00
Beginning balance:					
Received:					
Expended:					
Adjustments:					
Ending balance:					
					2,789.13
					0.00
					120.00
					0.00
					2,669.13

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND DADV-DEVILS ADVOCATE

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

1-0496-000-000-00-800-000-000-DADV (Inactive with budget)

Beginning balance: 107.34
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 107.34

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND DLOG-DEVILS LOG

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
1-0496-000-000-00-800-000-000-DLOG					
5/26/2020	C3382500001	DAFFIN'S	00004791	DEVIL'S LOG Easter candy fundraiser	1,438.20
5/29/2020	C3385400001	DEBBEY GETTINGS	00004792	DEVIL'S LOG YEARBOOK REFUND FOR	30.78
5/29/2020	C3385400002	SAMANTHA JONES	00004793	DEVIL'S LOG YEARBOOK REFUND FORM	60.00
5/29/2020	C3385400003	PATTY MENDILLO	00004794	DEVIL'S LOG YEARBOOK REFUND FORM	31.91
5/29/2020	C3385400004	HAROLD SUMMERVILLE	00004797	DEVIL'S LOG YEARBOOK REFUND FROM	36.20
5/29/2020	C3385400005	TINA TRENGA	00004798	DEVIL'S LOG YEARBOOK REFUND FROM	34.31
5/29/2020	C3385400006	ROCHELLE STONE	00004796	DEVIL'S LOG YEARBOOK REFUND FOR	44.10
5/29/2020	M3386700001	DEBBEY GETTINGS	00004792	DEVIL'S LOG YEARBOOK REFUND FOR	-30.78
5/29/2020	M3386700002	SAMANTHA JONES	00004793	DEVIL'S LOG YEARBOOK REFUND FORM	-60.00
Beginning balance:					8,092.37
Received:					0.00
Expended:					1,584.72
Adjustments:					0.00
Ending balance:					6,507.65

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

FUND 81 - ACTIVITY FUND FBCH-FOOTBALL CHEERLEADERS

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

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

Beginning balance: 243.91
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 243.91

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

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

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

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

Beginning balance:	856.68
Received:	0.00
Expended:	0.00
Adjustments:	0.00
Ending balance:	856.68

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 -- ACTIVITY FUND INTE-INTEREST

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

81-0496-000-00-800-000-000-INTE

05/31/2020 R3387000001

INTEREST BANK INTEREST

-10.52

Beginning balance:

28.78

Received:

-10.52

Expended:

0.00

Adjustments:

0.00

Ending balance:

39.30

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND LEAD-LEAD Team

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

11-0496-000-000-00-800-000-000-LEAD (Inactive with budget)

Beginning balance: 785.21
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 785.21

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND NHSL-NATURAL HELPERS

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

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

Beginning balance:	1,293.19
Received:	0.00
Expended:	0.00
Adjustments:	0.00
Ending balance:	1,293.19

Student Activity Account Detail

fastudet

From 05/01/2020 to 05/31/2020

Fund 81 - ACTIVITY FUND

NHSO-NATIONAL HONOR SOCIETY

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

81-0496-000-00-800-000-000-NHSO (Inactive)

Beginning balance: 64.55
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 64.55

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND ROBO-ROBOTICS CLUB

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

81-0496-000-000-800-000-000-ROBO (Inactive with budget)

Beginning balance:	56.18
Received:	0.00
Expended:	0.00
Adjustments:	0.00
Ending balance:	56.18

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND SCIE-SCIENCE CLUB

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

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

Beginning balance: 713.25
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 713.25

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND SPAN-SPANISH CLOB

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

81-0496-000-000-800-000-000-SPAN (Inactive with budget)

Beginning balance:	891.55
Received:	0.00
Expended:	0.00
Adjustments:	0.00
Ending balance:	891.55

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND STUC-STUDENT COUNCIL

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

81-0496-000-000-800-000-000-STUC (Inactive with budget)

Beginning balance: 1,133.19
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 1,133.19

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND TECH-TECHNOLOGY CLJB

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

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

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

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND TEEN-TEENS THAT CARE

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

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

Beginning balance: 2,980.66
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 2,980.66

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND THES-THESPIANS

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

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

Beginning balance: 18,985.88
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 18,985.88

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND TRAC-TRACK CLUB

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

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

Beginning balance: 1,465.33
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 1,465.33

Student Activity Account Detail

fastudet

From 05/01/2020 to 05/31/2020

Fund 81 - ACTIVITY FUND UNIS-UNIFIED SPORTS

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

Beginning balance: 65.00
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 65.00

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 81 - ACTIVITY FUND

WRCH-WRESTLING CHEERLEADERS

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

81-0496-000-000-800-000-000-WRCH (Inactive with budget)

Beginning balance: 915.19
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 915.19

Fund 81 - ACTIVITY FUND

Beginning Balance
05/01/2020

Fund Totals:

Received -10.52
 Expended 1,804.72
 Ending Balance 05/31/2020 50,974.67

Beginning Balance
05/01/2020

Grand Totals:

Received -10.52
 Expended 1,804.72
 Ending Balance 05/31/2020 50,974.67

HS ACTIVITY ACCOUNT

BANK RECONCILIATION

SHARPSVILLE AREA SCHOOL DISTRICT
FNB BANK

RECONCILIATION DATE:

8-Jun-20

PREPARED BY:

Karen Zagger

BALANCE PER BANK STATEMENT		OUTSTANDING CHECKS												
AS OF:	31-May-20	\$52,993.30	CHECK #	DESCRIPTION	AMOUNT									
ADD DEPOSITS IN TRANSIT			3917	TAYLOR POLLOCK	11.91									
			3928	DANIELLE MARRIE	9.00									
			3961	HANNA MUELLER	33.90									
			4204	JEREMY HAWTHORNE	17.48									
			4328	ZOE HOWZE	4.04									
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </table>												4585	BRAYDEN FRY	20.00
			4610	TIMOTHY FINDLEY	25.00									
4672	MACIE DINGER	20.82												
4711	SUE ELLEN SUMMerville	41.76												
SUBTOTAL			4760	SPORT FLOORS, INC.	VOID									
LESS CHECKS OUTSTANDING:			4761	SPORTING GOODS, INC.	VOID									
			4772	KRIS DEMARK	VOID									
			4775	RYAN MILLER	30.00									
			4790	MEGAN MCCONAHY	120.00									
			4791	DAFFIN'S	1,438.20									
(SEE LIST)	2,018.63		4792	DEBBIE GETTINGS	VOID									
TOTAL:		2,018.63	4793	SAMANTHA JONES	VOID									
		2,018.63	4794	PATTY MENDILLO	31.91									
BANK BALANCE PER STATEMENT RECONCILIATION			4795	DARLA STEINER	100.00									
		\$50,974.67	4796	ROCHELLE STONE	44.10									
GENERAL LEDGER ACCOUNT			4797	HAROLD SUMMerville	36.20									
BALANCE		52,768.87	4798	TINA TRENGA	34.31									
ADD DEBITS:														
RECEIPTS	10.52													
TOTAL DEBITS														
SUBTOTAL		10.52												
LESS CREDITS:														
DISBURSEMENTS	1,804.72													
TOTAL CREDITS		1,804.72												
BALANCE PER ACTIVITY ACCOUNT		\$50,974.67	TOTAL		\$2,018.63									

Student Activity Account Summary

From 05/01/2020 to 05/31/2020

fastusum

Fund 82 - MS ACTIVITY FUND

Activity Fund	Beginning Balance 05/01/2020	Received	Expended	Adjustments	Ending Balance 05/31/2020
MSCH MS CHEERLEADING	880.10	0.00	0.00	0.00	880.10
MSNH MS NJHS	464.90	-81.76	0.00	0.00	546.66
MSST MS STUDENT COUNCIL	1,310.41	-0.54	0.00	0.00	1,310.95
MSVB MS YEARBOOK	1.72	0.00	0.00	0.00	1.72
Fund 82 - MS ACTIVITY FUND					
Fund Totals:	2,657.13	-82.30	0.00	0.00	2,739.43
Grand Totals:	2,657.13	-82.30	0.00	0.00	2,739.43

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 82 ~ MS ACTIVITY FUND MSCH-MS CHEERLEADING

*Includes accounts with no activity for this period

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
2-0496-000-00-000-000-000-MSCH (Inactive with budget)					

Beginning balance: 880.10
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 880.10

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 82 - MS ACTIVITY FUND MSNH-MS NJHS

*Includes accounts with no activity for this period

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
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2-0496-000-000-00-000-000-000-MSNH

5/14/2020 R3378000001

MS NATL JR HONOR SOCIETY

-81.76

Beginning balance: 464.90
 Received: -81.76
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 546.66

Student Activity Account Detail

Fund 82 - MS ACTIVITY FUND MSST-MS STUDENT COUNCIL From 05/01/2020 to 05/31/2020 fastudet

*Includes accounts with no activity for this period

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

2-0496-000-000-00-000-000-000-MSST

5/31/2020 R338220561

MS STUDENT COUNCIL

-0.54

Beginning balance: 1,310.41
 Received: -0.54
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 1,310.95

Student Activity Account Detail

From 05/01/2020 to 05/31/2020

fastudet

Fund 82 - MS ACTIVITY FUND MSYB-MS YEARBOOK

*Includes accounts with no activity for this period

Date	Trans. No.	Vendor Name	Check No.	Description	Exp/Rec Amount
2-0496-000-000-00-000-000-000-MSYB (Inactive with budget)					
und 82 - MS ACTIVITY FUND					
				Beginning balance:	1.72
				Received:	0.00
				Expended:	0.00
				Adjustments:	0.00
				Ending balance:	1.72

und 82 - MS ACTIVITY FUND

Beginning Balance 05/01/2020		2,657.13			
Received		-82.30	Expended		Ending Balance 05/31/2020
			0.00	0.00	2,739.43
Grand Totals:					

Beginning Balance 05/01/2020		2,657.13			
Received		-82.30	Expended		Ending Balance 05/31/2020
			0.00	0.00	2,739.43
Grand Totals:					

MS ACTIVITY ACCOUNT BANK RECONCILIATION

SHARPSVILLE AREA SCHOOL DISTRICT		RECONCILIATION DATE: 31-May-20	
FNB BANK		PREPA BUDGET	
BALANCE PER BANK STATEMENT	AS OF: 31-May-20	CHECK #	AMOUNT
ADD DEPOSITS IN TRANSIT		OUTSTANDING CHECKS	
SUBTOTAL			0.00
LESS CHECKS OUTSTANDING			
TOTAL			
BANK BALANCE PER STATEMENT RECONCILIATION			\$2,739.43
GENERAL LEDGER ACCOUNT BALANCE			2,657.12
ADJ DEBITS			
RECEIPTS		82.30	
TOTAL DEBITS			
SUBTOTAL			82.30
LESS CREDITS			
DISBURSEMENTS			
TOTAL CREDITS			0.00
BALANCE PER ACTIVITY ACCOUNT		TOTAL	\$2,739.43
			\$0.00

0.00

**SHARPSVILLE AREA SCHOOL DISTRICT
CAFETERIA REPORT**

MAY 2020

	BUDGET	MONTH	BUDGET TO DATE	YEAR TO DATE
Beginning Cash Balance		\$11,484.88		\$36,153.27
Revenues:				
Lunch/Breakfast/A La Carte	162,549.00	829.60	156,192.00	108,741.58
Adult Lunches	12,528.00	-	12,038.00	8,170.65
Special Functions	42,851.00	1,151.31	41,175.00	34,456.79
State Subsidy	18,383.00	739.58	17,664.00	13,274.68
Social Security Subsidy	11,528.00	1,045.86	11,047.00	9,477.71
Retirement Subsidy	55,603.00	3,349.23	53,429.00	30,461.02
Federal Subsidy	306,708.00	19,198.20	292,714.00	229,474.10
Donated Commodities	-	-	-	-
Transfers from General Fund	-	-	-	-
Interest	-	8.41	-	564.68
Other	-	21,769.99	-	21,769.99
Account's Receivable	-	300.00	-	43,656.66
Total Revenues	610,150.00	48,392.18	584,259.00	500,047.86
Expenditures:				
Wages	202,185.00	18,564.71	193,535.00	168,260.01
Employee Benefits	86,262.00	5,968.37	82,927.00	37,442.73
FMSC Expenses	330,648.00	9,700.31	315,953.00	268,352.34
Substitute Services	-	-	-	582.20
Supplies	-	-	-	23,566.99
Value of Donated Foods	-	-	-	-
Accounts Payable	-	-	-	12,353.19
Total Expenditures	\$619,095.00	\$34,233.39	\$592,415.00	\$510,557.46
Ending Cash Balance	(\$8,945.00)	\$25,643.67	(\$8,156.00)	\$25,643.67

USE OF SCHOOL FACILITIES

DAILY FEE SCHEDULE

2020-2021 SCHOOL YEAR

SHARPSVILLE AREA SCHOOL DISTRICT
1 Blue Devil Way
Sharpsville, PA 16150

FACILITY REQUESTED	HIGH SCHOOL	MIDDLE SCHOOL	ELEMENTARY SCHOOL
Auditorium	\$100.00	\$100.00	Not Applicable
Gymnasium	\$100.00	\$100.00	\$75.00
Cafeteria and Kitchen	\$75.00	\$75.00	\$75.00
Cafeteria	\$50.00	\$50.00	\$50.00
Classrooms (Instructional)*	\$25.00	\$25.00	\$25.00
Sensory Room	\$50.00	\$50.00	\$50.00
Athletic Field	\$500.00	Not Applicable	Not Applicable
Wrestling Room	\$50.00	Not Applicable	Not Applicable

PERSONNEL CHARGES	CUSTODIAL	CAFETERIA
Rate per hour (Subject to change annually)	\$36.85 (Mon-Sat) \$49.10 (Sunday)	\$29.10 (Mon-Sat) \$38.80 (Sunday)

Use of kitchens and certain athletic fields require School District personnel.

Facility Fees are waived for school related organizations. Personnel charges will apply to use of facilities by school related organizations when additional personnel are required to be scheduled.

*Organizations currently using classroom space will be grandfathered and no classroom fee will be charged.

AGREEMENT

THIS AGREEMENT, made and entered into this 17th day of June, 2020,
by and between:

Sharpsville Area School District
with its business office located at
1 Blue Devil Way, Sharpsville PA 16150
hereinafter referred to as the "District"

and

PRECISION HR SOLUTIONS, INC.
and its Affiliate Entities
with an address of:
950 E. Lancaster Ave Suite 100C
Bryn Mawr, PA 19010
hereinafter referred to as "PHRS"

Witnesseth:

WHEREAS, the District desires that PHRS contract with the Sharpsville Area School District as an Independent Contractor to furnish "Substitutes" to the Sharpsville Area School District in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the terms and conditions herein contained and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and intending to be legally bound hereby, the parties hereto agree as follows:

The foregoing introductory paragraphs are incorporated herein by reference as if fully set forth herein.

1. The term of the Agreement shall commence on July 1, 2020, and expire on June 30, 2022, unless otherwise terminated as provided herein. The District shall have the right to extend this Agreement for an additional two (2) years, pursuant to the terms and conditions contained herein.
2. The individuals used by PHRS to perform services under this Agreement shall be employees of PHRS or an affiliate company of PHRS and are not employees of the District. Nothing contained in the Agreement shall be construed to establish PHRS as a Co-employer, partner, or joint venture of the District or as having any other relationship with the District, other than that of an independent contractor. PHRS shall have sole responsibility for all screening, hiring, training, supervision, discipline, and termination as necessary for each of its employees subject to the District's right to object to and prevent the use of any particular employee at the District, for any reason whatsoever. PHRS shall further be responsible for the work schedule of its employees, which shall coincide with the District's needs. The payment of Federal, State, and/or Commonwealth taxes, Social Security benefits, unemployment compensation taxes and wages, and any other benefits shall be the sole function and responsibility of PHRS. District shall use PHRS as the sole and exclusive provider of Substitute Teacher services.

3. PHRS will maintain the following insurance throughout this Agreement:

- Comprehensive general liability insurance and employment practices coverage, with policy limits of not less than One Million Dollars (\$1,000,000) for each occurrence and Two Million Dollars (\$2,000,000) in the aggregate.
- Worker's compensation insurance to satisfy applicable statutory requirements.
- Employer's liability insurance for legal liability for loss or damage to the District's property entrusted to PHRS arising from dishonesty of PHRS's employees.

All insurance policies will be underwritten by an insurer authorized to do business in Pennsylvania who is reasonably acceptable to the District.

4. The Bill Rates are as follow for the 2020/2021 school year shall be as follows.

<u>Substitute Teachers:</u>
\$133/full day
<u>Substitute Paraprofessionals and Secretaries:</u>
\$15.96/hr
<u>Substitute Custodians and Cafeteria Workers:</u>
\$16.80/hr
<u>Substitute Nurses</u>
\$133/full day

5. All Substitutes must have on file with the District Act 24, Act 34, act 114, and Act 151 Clearances, TB Test and Federal Criminal history record information clearances prior to commencing work at the District. In addition, verification of PA teaching certifications and providing Act 126 mandated trainings and compliance with PA Act 168 for all new hires after December 22, 2014. The District reserves the right to withhold its approval or to reject any proposed PHRS employee and reserves the right to require the removal of any PHRS employee from the Sharpsville Area School District at any time for any reason. Said clearances provided to the District must be dated within one (1) year of the Substitutes being placed at the District. The District shall approve in writing all Substitutes being considered for assignment to the District prior to the Substitutes being assigned to the District.
6. PHRS and its employees will be of good moral character in all respects and will conduct themselves so as to display good moral character at all times while on the property of Sharpsville Area School District.
7. Employees of PHRS must adhere to proper conduct at all times. Employees of PHRS shall comply with all policies and procedures of the District.
8. The District reserves the right to accept or reject any individual provided by PHRS for any reason in the sole discretion of the District. The District further reserves the right to have PHRS provide references, resumes, and/or test scores for individual Substitutes upon request.

9. PHRS agrees to reimburse the District 70% of the AESOP annual costs for the usage of this automated absence management system to fulfill the substitute staffing as deemed necessary by PHRS. PHRS would require a copy of the Annual bill by AESOP and deduct the amount from the amount invoiced monthly (10 months) by PHRS.
10. PHRS agrees to a one time credit to the District in the amount of \$1,500 after the end of the first trimester of resuming physical school operations (2020/2021 School Year) with the use of our services at 80% of capacity from same time –frame over 1 year.
11. Teacher Fill Rate Guarantee: PHRS shall use its best efforts to fill every substitute request consistent with this contract. If PHRS fills 84% or less of the substitute teacher requests in an academic year, PHRS shall pay a \$5,000 reimbursement fee to Sharpsville Area School District. Guarantee of 84% fill as determined in the usual course of business by PHRS, measured by PHRS as per Aesop report of absences at least 1 hour before the start of the teachers scheduled day. Absences entered after 1 hour of the teachers start time and/or entered after the teachers start time are not included in the fill rate.
12. The Sharpsville Area School District reserves the right to interview any potential candidate for placement to determine their ability to perform the services required.
13. PHRS agrees to comply with all State, Federal and Local laws, and Regulations of the Pennsylvania Department of Education, and other applicable regulations, including but not limited to, Wage and Hour Laws, and Health and Safety Laws.
14. This Agreement may not be assigned, transferred or sublet by PHRS, with the exception that PHRS may subcontract this Agreement to any related or affiliated entities, as necessary, to fulfill the requirements of this Agreement. However, PHRS shall assume full responsibility for work of its subcontractor.

A sale of 50% or more of the stock or assets of PHRS shall constitute an event entitling the District to cancel this Agreement, if it so chooses. An Assignment for the benefit of creditors or the filing of a bankruptcy or appointment of a receiver shall likewise be cause for termination at the option of the District.
15. PHRS shall use its best efforts and due diligence in performing the services which it is obligated to provide to the District under the terms of this Agreement. PHRS shall perform such services in a manner reasonably acceptable to the District and shall supervise its employees as reasonably required to provide dependable, reliable, high quality service to the District. The employees assigned to the District shall be competent, adequately trained, trustworthy, reliable, and of good character, and shall conduct themselves in a professional manner. Such employees shall be properly screened by PHRS prior to assignment to the District.
16. PHRS shall indemnify and hold District harmless from and against all claims, costs, liabilities, actions suits and damages, including, without limitation, reasonable attorneys' fees and costs, for personal injury, property damage, theft, or otherwise, arising from breach or default on the part of PHRS or its employees in the performance of this agreement, or arising from any negligence or willful act or omission on the part of PHRS, or its employees, agents, or representatives.

17. This Agreement constitutes the entire agreement between the parties, and supersedes all other documents and correspondence. The parties shall not be bound by, or liable for any statement, covenant, representation, promise, inducement, or understanding not set forth herein. The contents of any and all bids or proposals, including any descriptions, or discussions, which are not specifically incorporated herein, are not part of this Agreement and shall have no effect or influence upon its interpretation. No amendments or modifications of any of the terms or conditions of this Agreement shall be valid unless reduced to writing signed by both parties and approved by the Board of School Directors of the Sharpsville Area School District.
18. This Agreement may be terminated by the District at any time for cause. Cause shall be defined as a material deviation or violation of the terms and conditions of the Agreement by PHRS. Either party may terminate the Agreement for any reason upon ninety (90) days prior written notice.
19. This Agreement shall be governed in accordance with the laws of the Commonwealth of Pennsylvania. Any disputed claim arising out of this Agreement shall be resolved exclusively in the Mercer County Court of Common Pleas.
20. The provisions of this Agreement shall be deemed severable from each other, and if for any reason any section, clause, provision, or part thereof is found to be illegal, invalid unenforceable, or inoperative, such section, clause or provision shall not affect the validity or enforceability of any other section, clause or part thereof.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals, intending to be legally bound hereby as of the date first above written.

SHARPSVILLE AREA SCHOOL DISTRICT

Attest:

Jaime Roberts
Signature

Deanna Thomas
Signature

Jaime Roberts
Name

Deanna Thomas
Name

Senior Business Manager
Title

President, Board of School Directors
Title

6/17/2020
Date

6/17/2020
Date

PRECISION HR SOLUTIONS, INC.

Attest:

Signature

Signature

Name

Name

Title

President
Title

Date

Date



pennsylvania
DEPARTMENT OF EDUCATION

May 18, 2020

Ms. Jamie Roberts
Board Secretary
Sharpville Area School District
One Blue Devil Way
Sharpville, PA 16150

RE: PLANCON PART H: PROJECT FINANCING

PROJECT NO.: 3924
PROJECT BUILDING NAME: Sharpville Middle/High School
TYPE WORK: Additions/Alterations
COUNTY: Mercer
BOARD ACTION: November 18, 2019
REIMBURSEMENT BASIS: Actual Project Costs

Dear Ms. Roberts:

The materials for PlanCon Part H, "Project Financing," have been reviewed and approved. This approval is based on a limited review of the documents submitted. If information reviewed subsequent to this approval violates law, policy or procedure, the department reserves the right to rescind any and all approvals materially affected.

<u>Lease Number</u>	<u>Bond Issue</u>	<u>Method of Financing</u>	<u>Temporary Percent</u>	<u>Effective Date</u>
174924	\$8,720,000	GOB Series of 2017	64.90%	7-1-2017

For bond issues/notes with PlanCon Part H approved for reimbursement by the department on or after July 1, 1998, the temporary reimbursable percent is based on a one-half percentage point (.5%) reduction.

Since actual costs are the basis for calculating the reimbursable project amount, a record must be kept of change orders and/or supplemental contracts. When completing PlanCon Part J, "Project Accounting Based on Final Costs," it will be necessary to submit Pages J07 through J12.

May 18, 2020
Page 2
Ms. Roberts

The permanent reimbursable percent(s) will be established following the submission and review of PlanCon Part J, "Project Accounting Based on Final Costs." PlanCon Part J for this project must be submitted within three years of the date bids were opened for this project, unless an extension is requested and granted by this office. PlanCon Part J must be submitted in the specified time or the temporary reimbursable percent(s) may become the permanent reimbursable percent(s) for this project. After the permanent reimbursable percent is assigned, the Commonwealth will calculate the retroactive reimbursement, if any, and make a lump sum payment.

In order to facilitate the PlanCon Part J review, the following procedures should be initiated:

1. The construction revenues and expenditures should be accounted for via the operation of a Capital Project Fund or a Special Revenue Fund in accordance with the Manual of Accounting and Related Procedures for Pennsylvania School Systems (Revised).
2. An audited balance sheet and statement of revenues, expenditures and changes in fund balances for the Capital Project Fund should be prepared for each fiscal year.
3. Section 148(f) of the Internal Revenue Code of 1986 deals with arbitrage rebate to the federal government. In order to properly identify the interest subject to arbitrage rebate, the school district or area vocational-technical school is responsible for keeping records which will track the interest earned on the investment of bond proceeds to meet the requirements of federal and state regulations.

The school district must file PDE-2071, "Application For Reimbursement For School Construction Project," electronically through the Consolidated Financial Reporting System (CFRS) PlanCon portal to receive the reimbursement on this financing.

This document and appended materials should be entered into the minutes of the next board meeting. If you have any questions, please contact James Grant at 717.787.4993.

Sincerely,



Danielle Mariano, Director
Bureau of Budget and Fiscal Management

Attachments

cc: Eckles Architecture and Engineering
PFM Financial Advisors, LLC
Project File - 3924
Budget
Log

**** PDE USE ONLY ****

SD NAME: Sharpville
PROJECT #: 3924
BLDG NAME: MSHS

MAXIMUM REIMBURSABLE PROJECT AMOUNT (1 OF 2)

APPROVED BUILDING CONSTRUCTION COST	TOTAL	
A. CAPACITY FORMULA		
1. Elementary		
a. Rated Pupil Capacity		
b. State Reimbursement per Pupil		
c. Reimbursement for Elementary Capacity		
2. Secondary		
a. Rated Pupil Capacity		
b. State Reimbursement per Pupil		
c. Reimbursement for Secondary Capacity		
3. Vocational		
a. Rated Pupil Capacity		
b. State Reimbursement per Pupil		
c. Reimbursement for Vocational Capacity		
4. Total Reimbursement Based on Capacity (1-c + 2-c + 3-c)		
B. ARCHITECTURAL AREA PRORATION		
1. Architectural Area	NEW	EXISTING
2. Total Architectural Area	240	164,000
3. Percent of Total	164,240	164,240
4. Total Reimbursement Based on Architectural Area Proration (A-4 times B-3)	0.0015	0.9985
	\$9,602	\$6,391,998
C. REIMBURSABLE ARCHITECTURAL AREA AS PERCENT OF TOTAL ARCHITECTURAL AREA	1.0000	1.0000
D. MAXIMUM FORMULA-BASED REIMBURSEMENT (B-4 times C)	\$9,602	\$6,391,998
E. ADJUSTED STRUCTURE COSTS		
1. Allowable Structure Costs (GW02, line I) and/ or Building Purchase Amount (GW05)	\$173,057	\$5,427,186
2. Plus: Architect's Fee on Allowable Structure Costs and Asbestos Abatement (GW03, line L)	\$10,371	\$325,090
3. Plus: Movable Fixtures & Equipment		
4. Adjusted Structure Costs (E-1 thru E-3)		
	Excluded until Part J	
	\$183,428	\$5,752,276
F. APPROVED BUILDING CONSTRUCTION COST WITHOUT ADDITIONAL FUNDING INCENTIVES (lesser of D or E-4)	\$9,602	\$5,752,276

PREPARED

5/18/2020

PLANCON-GW06

MAXIMUM REIMBURSABLE PROJECT AMOUNT (2 OF 2)

G. APPRAISAL VALUE OF EXISTING BUILDING - FOR REIMBURSEMENT PURPOSES ONLY (GW06, A-4 minus B-4-New and E-4-Existing; minimum = 0) \$639,722

ADDITIONAL FUNDING INCENTIVES

H. PROJECT BUILDING CONSTRUCTED AND BASED ON APPROVED FACILITY DESIGN RECEIVED FROM THE DEPARTMENT'S SCHOOL DESIGN CLEARINGHOUSE

1. Elementary Rated Pupil Capacity	X	\$470	=	\$0
2. Secondary & Vocational Rated Pupil Capacity	X	\$620	=	\$0
3. Additional Funding - School Design Clearinghouse (H-1 plus H-2)				\$0

I. GENERAL CONSTRUCTION CONTRACT ALTERS OR EXPANDS EXISTING BUILDING

1. Elementary Rated Pupil Capacity	X	\$470	=	\$88,360
2. Secondary & Vocational Rated Pupil Capacity	X	\$620	=	\$551,800
3. Lines I-1 plus I-2 - Subtotal				\$640,160
4. Additional Funding - Existing Building (I-3 minus G; minimum = 0)				\$438

J. PROJECT BUILDING RECEIVING SILVER, GOLD OR PLATINUM LEED CERTIFICATION OR TWO, THREE OR FOUR GREEN GLOBES CERTIFICATION

1. Elementary Rated Pupil Capacity	X	\$470	X	0.0000	\$0
(1.0000 for NEW BLDG, ALT & ADD/ALT; B-3 for REIMB BASIS: ADD only project)					
2. Secondary & Vocational Rated Pupil Capacity	X	\$620	X	0.0000	\$0
(1.0000 for NEW BLDG, ALT & ADD/ALT; B-3 for REIMB BASIS: ADD only project)					
3. Additional Funding - LEED or Green Globes certification (J-1 plus J-2)					\$0

K. APPROVED BUILDING CONSTRUCTION COST WITH ADDITIONAL FUNDING INCENTIVES (GW06, line F plus GW07, lines H, I and J) \$5,762,316

L. REIMBURSABLE SITE COSTS

NEW EXISTING

1. Rough Grading to Receive the Building (GW04, line M)	\$0	XXXXXXXXXXXX
2. Sanitary Sewage Disposal (GW04, line N-3)	\$0	\$0
3. Architect's Fee on Rough Grading & Sanitary Sewage Disposal (GW04, line O-9)	\$0	\$0
4. Site Acquisition Costs (GW01)	\$0	XXXXXXXXXXXX
5. Total Reimbursable Site Costs (L-1 thru L-4)	\$0	\$0

M. Lines K plus L-5 → \$5,762,316

N. TOTAL PROJECT COSTS

1. Total Project Costs (G03, line I)	\$7,346,359
2. Less: Adjustment if applicable (GW01)	\$0
3. Adjusted Total Project Costs (N-1 minus N-2)	\$7,346,359

O. MAXIMUM REIMBURSABLE PROJECT AMOUNT (lesser of M or N-3) \$5,762,316

NOTES: _____

SUMMARY OF SOURCES AND USES OF FUNDS

District/CTC:

Sharpville Area School District

Financing Name:

G.O. Bonds, Series of 2017

REPORT TO THE PENNY - DO NOT ROUND

	SERIES: 2017 CLOSING DATE: 3/16/2017	SERIES: _____ CLOSING DATE: _____	SERIES: _____ CLOSING DATE: _____
SOURCES:			
Bond Issue (Par)	√8,720,000.00		
Net Original Issue Discount/Premium	-638.50		
Accrued Interest			
Other Sources of Funds (Specify) (Exclude Anticipated Interest Earnings)			
1. _____			
2. _____			
3. _____			
4. _____			
TOTAL - Sources of Available Funds	√8,719,361.50		
USES:			
Deposit to Construction Fund	8,530,981.43		
Issuance Costs:			
1. Underwriter Fees	65,400.00		
2. Bond Insurance	19,900.00		
3. Bond Counsel	28,757.87		
4. School Solicitor	17,500.00		
5. Financial Advisor	27,894.20		
6. Paying Agent/Trustee Fees and Expenses	750.00		
7. Capitalized Interest			
8. Printing	10,000.00		
9. Rating Fees	15,000.00		
10. Computer Fees			
11. CUSIP	428.00		
12. Internet Auction Administrator	2,750.00		
13. _____			
14. _____			
Total - Issuance Costs	√188,380.07		
Accrued Interest			
Other Uses of Funds (Specify)			
1. _____			
2. _____			
3. _____			
4. _____			
TOTAL - USES OF AVAILABLE FUNDS	* 8,719,361.50		

174924

District/AVTS		Sharpsville Area School District				PDE LEASE # (PDE Use Only)	
Financing Name:		General Obligation Bonds, Series A of 2017					
Dated Date:		16-Mar-2017				Total Issue: 8,720,000	
Settlement Date:		16-Mar-2017				Original Issue Discount: -638.50	
	PAYMENT DATE	PRINCIPAL OUTSTANDING	PRINCIPAL	RATE	INTEREST	PERIOD TOTAL	STATE FISCAL YR TOTAL (7/1 - 6/30)
		8,720,000.00					
	9/1/2017	8,720,000.00			98,564.58	98,564.58	
6/30/2018	3/1/2018	8,720,000.00			107,525.00	107,525.00	206,089.58
	9/1/2018	8,715,000.00	5,000.00	1.500	107,525.00	112,525.00	
6/30/2019	3/1/2019	8,715,000.00			107,487.50	107,487.50	220,012.50
	9/1/2019	8,710,000.00	5,000.00	1.500	107,487.50	112,487.50	
6/30/2020	3/1/2020	8,710,000.00			107,450.00	107,450.00	219,937.50
	9/1/2020	8,705,000.00	5,000.00	1.500	107,450.00	112,450.00	
6/30/2021	3/1/2021	8,705,000.00			107,412.50	107,412.50	219,882.50
	9/1/2021	8,700,000.00	5,000.00	2.000	107,412.50	112,412.50	
6/30/2022	3/1/2022	8,700,000.00			107,362.50	107,362.50	219,775.00
	9/1/2022	8,695,000.00	5,000.00	2.000	107,362.50	112,362.50	
6/30/2023	3/1/2023	8,695,000.00			107,312.50	107,312.50	219,675.00
	9/1/2023	8,690,000.00	5,000.00	2.000	107,312.50	112,312.50	
6/30/2024	3/1/2024	8,690,000.00			107,262.50	107,262.50	219,575.00
	9/1/2024	7,395,000.00	1,295,000.00	2.250	107,262.50	1,402,262.50	
6/30/2025	3/1/2025	7,395,000.00			92,693.75	92,693.75	1,494,958.25
	9/1/2025	5,055,000.00	2,340,000.00	2.500	92,693.75	2,432,693.75	
6/30/2026	3/1/2026	5,055,000.00			63,443.75	63,443.75	2,496,137.50
	9/1/2026	2,660,000.00	2,395,000.00	2.500	63,443.75	2,458,443.75	
6/30/2027	3/1/2027	2,660,000.00			33,506.25	33,506.25	2,491,950.00
	9/1/2027	205,000.00	2,455,000.00	2.500	33,506.25	2,488,506.25	
6/30/2028	3/1/2028	205,000.00			2,818.75	2,818.75	2,491,325.00
	9/1/2028	0.00	205,000.00	2.750	2,818.75	207,818.75	
6/30/2029	3/1/2029	0.00			0.00	0.00	207,818.75
	9/1/2029	0.00			0.00	0.00	
6/30/2030	3/1/2030	0.00			0.00	0.00	
	9/1/2030	0.00			0.00	0.00	
	TOTAL	✓	8,720,000.00	✓	1,987,114.58	✓ 10,707,114.58	10,707,114.58

check (p+l) : 10,707,114.58

LEASE #: 174924 SD/AVTS: Sharpville EFFECTIVE DATE: 07/01/2017		TEMPORARY REIMBURSABLE PERCENT FINANCING METHOD: TOTAL AMOUNT:					GOB, Series of 2017 \$8,720,000	
PROJECT NUMBER & PROJECT BLDG NAME	3924 Sharpville MSHS	XXXX XXXX XXXX	XXXX XXXX XXXX	XXXX XXXX XXXX	XXXX XXXX XXXX	XXXX XXXX XXXX	TOTAL	
A. AMOUNT FINANCED BY THE ABOVE ISSUE, NOTE OR CASH PAYMENT FOR THIS PROJECT (G03, line J)	\$7,270,000	\$0	\$0	\$0	\$0	\$0	\$7,270,000	
B. TOTAL AMOUNT FINANCED FOR THIS PROJECT - ALL ISSUES, NOTES AND CASH PAYMENTS (G03, line J-Total)	\$7,270,000	\$0	\$0	\$0	\$0	\$0	XXXXXXXXXXXX	
C. AMOUNT FINANCED FACTOR (A divided by B)	1.0000	0.0000	0.0000	0.0000	0.0000	0.0000	XXXXXXXXXXXX	
D. ADJUSTED MAXIMUM REIMBURSABLE PROJECT AMOUNT (GW07)	\$5,762,316	\$0	\$0	\$0	\$0	\$0	XXXXXXXXXXXX	
E. PRORATED REIMBURSEMENT FOR THIS ISSUE, NOTE OR CASH PYMT (C times D)	\$5,762,316	\$0	\$0	\$0	\$0	\$0	XXXXXXXXXXXX	
F. TOTAL PROJECT COSTS (G03, line I)	\$7,346,359	\$0	\$0	\$0	\$0	\$0	\$5,762,316	
G. PROJECT COSTS ASSIGNABLE TO THIS BOND ISSUE (C times F)	\$7,346,359	\$0	\$0	\$0	\$0	\$0	XXXXXXXXXXXX	
H. TOTAL ISSUE, NOTE OR CASH AMOUNT FINANCED DIVIDED BY TOTAL ISSUE/NOTE/CASH (A divided by H)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	\$7,346,359	
J. PRORATED REIMBURSEMENT DIVIDED BY COSTS (E divided by G; max = 1)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	\$8,720,000	
K. REIMBURSABLE FRACTION (I times J)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	0.8337	
L. REIMBURSABLE PERCENT (K times 100)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	0.7844	
M. TEMPORARY REIMBURSABLE PERCENT (L minus .5%; min=0)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	0.6540	
NOTES:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	65.40%	
	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	64.90%	

PREPARED ON 5/18/2020

PLANCON-HW01



Book	Policy Manual
Section	000 Local Board Procedures
Title	Attendance at Meetings Via Electronic Communications
Code	006.1
Status	Active
Legal	1. 24 P.S. 407 2. Pol. 805 3. 65 Pa. C.S.A. 701 et seq 4. Pol. 903 Pol. 006
Adopted	June 17, 2020

Authority

The Board recognizes that factors such as illness, travel, schedule conflicts, weather conditions and other emergency situations can make impossible the physical presence of a school director or other necessary participants at a Board meeting and that electronic communications can enable a school director or other necessary participants to participate in a meeting electronically from a remote location.

A school director shall be able to attend a Board meeting, and participate in Board deliberations and voting, through electronic communications, but only under extraordinary circumstances. The Board President may permit other necessary participants to participate in meetings via electronic communications as the Board President deems appropriate.[1]

The Board authorizes the administration to provide the equipment and facilities required to implement this Board procedure.

Guidelines

A school director who attends a meeting through electronic communications shall be considered present only if the school director can hear everything said at the meeting and all those attending the meeting can hear everything said by that school director and other participants addressing the Board. If the Board President determines either condition is not occurring, the Board President shall terminate the school director's attendance through electronic communications.

A majority of school directors shall be physically present at a Board meeting when a school director attends through electronic communications.

To attend a Board meeting through electronic communications, a school director shall comply with the following:

1. Submit such request to the Board President at least three (3) days prior to the meeting. In the event that the Board President is making the request, s/he shall report to the Superintendent under the same timeline.
2. Ensure that the remote location is quiet and free from background noise and interruptions.
3. Participate in the entire Board meeting.

Emergency Conditions

In the event that the county, state or federal public health authorities, the Governor, or any similar authority with appropriate jurisdiction declares an emergency condition that prevents or discourages public gatherings due to a public health or safety concern, the Board shall be authorized to conduct meetings primarily or entirely via electronic communications to enable all school directors and other necessary participants to fully participate in the conduct of official Board business through electronic communications.[2]

Meetings held primarily or entirely via electronic communications shall be conducted in a manner that assures compliance with the public access and public comment requirements of the Sunshine Act. All rules normally applicable to in-person meetings of the Board shall be observed in meetings held primarily or entirely via electronic means to the extent practicable and appropriate to the nature and features of the technology used.[3][4]

The requirement for school directors to submit a request to participate in meetings through electronic communications shall be waived during such emergency conditions.

The Board authorizes the administration to utilize available technical resources to permit the public to attend and submit public comment during open meetings via electronic communications, in accordance with law and Board procedures and policy.[3][4]



Book	Policy Manual
Section	800 Operations
Title	School Security Personnel
Code	805.2
Status	Active

Legal

1. 24 P.S. 1301-C
2. 24 P.S. 1309-B
3. Pol. 146
4. Pol. 227
5. Pol. 236
6. Pol. 249
7. Pol. 351
8. Pol. 805
9. Pol. 819
10. 24 P.S. 1305-B
11. Pol. 006
12. Pol. 235.1
13. Pol. 805.1
14. Pol. 909
15. 24 P.S. 1313-C
53 Pa. C.S.A. 2301 et seq
Pol. 705
Pol. 709
24 P.S. 1302-C
24 P.S. 1303-C
24 P.S. 1304-C
24 P.S. 1305-C
24 P.S. 1306-C
24 P.S. 1307-C
24 P.S. 1309-C
24 P.S. 1310-C
24 P.S. 1311-C
24 P.S. 1314-C
22 PA Code 10.23
22 PA Code 14.104
22 PA Code 14.133
42 Pa. C.S.A. 8953
Pol. 113.2
Pol. 304
Pol. 818
Pol. 907

Adopted

June 17, 2020

Authority.

The Board shall employ, contract for and/or assign staff to coordinate the safety and security of district students, staff, visitors and facilities.

Definitions

School security personnel - school police officers, school resource officers and school security guards.[1]

Independent contractor - an individual, including a retired federal agent or retired state, municipal or military police officer or retired sheriff or deputy sheriff, whose responsibilities, including work hours, are established in a written contract with the district for the purpose of performing school security services.[1]

Third-party vendor - a company or entity approved by the Office for Safe Schools of the PA Department of Education or the PA Commission on Crime and Delinquency that provides school security services in accordance with law.[1]

Delegation of Responsibility

The Superintendent shall appoint a school administrator to serve as the School Safety and Security Coordinator, in accordance with law.[2]

The School Safety and Security Coordinator shall report directly to the Superintendent, and shall be responsible for the following:[2]

1. Oversee all School Resource Officers (SROs)
2. Review and provide oversight of all Board policies, administrative regulations and procedures related to school safety and security, and ensure compliance with federal and state laws and regulations regarding school safety and security.
3. Coordinate training and resources for students and staff related to situational awareness, trauma-informed approaches, behavioral health awareness, suicide and bullying, substance abuse, and emergency procedures and training drills, including fire, natural disaster, active shooter, hostage situation and bomb threat.[3][4][5][6][7][8][9]
4. Coordinate a tour of the district's buildings and grounds biennially, or when a building is first occupied or reconfigured, with law enforcement and first responders responsible for protecting and securing the district to discuss and coordinate school safety and security matters.
5. Serve as the liaison with law enforcement and other state committees and agencies on matters of school safety and security.
6. Coordinate School Safety and Security Assessments and respond to School Safety and Security surveys, as applicable.[8][10]

By June 30 of each year, the School Safety and Security Coordinator shall make a report to the Board at an executive session on the district's current safety and security practices, and identify strategies to improve school safety and security.[2][11]

The Board directs the School Safety and Security Coordinator to include the following information in the annual report:

1. Reports of required emergency preparedness, fire, bus evacuation and school security drills.[8]
2. Information on required school safety and security training and resources provided to students and staff.

3. Safe2Say Something aggregate data, including a breakdown of Life Safety and Non-Life Safety reports received.
4. Behavioral health and school climate information, including aggregate data from surveys and assessments issued in the district, information on referrals and services accessed by students and families, and identification of additional resources needed in the district.[12]
5. Office for Safe Schools reports for the previous year(s) and/or data collected to date for the current year.
6. Updates regarding the district's Memorandum of Understanding with local law enforcement agencies.[13]
7. Updates to laws, regulations and/or Board policies related to school safety and security.
8. Information on tours, inspections and/or School Safety and Security Assessments of school facilities and programs.
9. Information on grants or funding applied for and/or received in support of school safety and security efforts.

A copy of the report shall be submitted to the state's School Safety and Security Committee.[2]

The Superintendent or designee shall implement job descriptions and procedures to address the responsibilities and requirements specific to each category of school security personnel in carrying out their duties.

School security personnel shall carry weapons, including firearms, in performance of their duties only if, and to the extent, authorized by the Board, including as provided in an agreement with a law enforcement agency for the stationing of a School Resource Officer or in a contract with an independent contractor or third-party vendor approved by the Board.

Guidelines

School Resource Officers (SROs)

The district shall establish an agreement with the Borough of Sharpville and the Sharpville Police Department , in accordance with the provisions of law, for the assignment of a School Resource Officer(s) to specified district schools.[1][14]

School Resource Officer (SRO) - a law enforcement officer commissioned and employed by a law enforcement agency whose duty station is located in the district and whose stationing is established by an agreement between the law enforcement agency and the district. The term includes an active certified sheriff or deputy sheriff whose stationing in the district is established by a written agreement between the county, the sheriff's office and the district.[1]

The agreement shall address the powers and duties conferred on SROs, which shall include but not be limited to:[15]

1. Assist in identification of physical changes in the environment which may reduce crime in or around a school.
2. Assist in developing Board policy, administrative regulations or procedures which address crime, and recommending procedural changes.
3. Develop and educate students in crime prevention and safety.
4. Train students in conflict resolution, restorative justice and crime awareness.

5. Address crime and violence issues, gangs and drug activities affecting or occurring in or around a school.
 6. Develop or expand community justice initiatives for students.
 7. Other duties as agreed upon between the district and municipal agency.
- SROs shall successfully complete required training, in accordance with law.[15]



Book	Policy Manual
Section	200 Pupils
Title	Attendance
Code	204
Status	Active
Legal	<ol style="list-style-type: none"> 1. 22 PA Code 11.41 2. 22 PA Code 11.23 3. 22 PA Code 11.25 4. 22 PA Code 12.1 5. 24 P.S. 1327 6. 24 P.S. 1329 7. 24 P.S. 1330 8. 22 PA Code 11.13 9. 24 P.S. 1326 10. 42 Pa. C.S.A. 6302 11. 24 P.S. 510.2 12. 24 P.S. 1332 13. 24 P.S. 1339 14. 22 PA Code 11.22 15. 22 PA Code 11.28 16. Pol. 113 17. Pol. 115 18. Pol. 116 19. Pol. 117 20. Pol. 118 21. 22 PA Code 11.34 22. 22 PA Code 11.32 23. 22 PA Code 11.5 24. 22 PA Code 11.31 25. 22 PA Code 11.31a 26. 24 P.S. 1327.1 27. Pol. 137 28. 22 PA Code 11.21 29. 22 PA Code 11.26

30. Pol. 251
 31. Pol. 255
 32. 24 P.S. 1546
 33. 24 P.S. 1333
 34. 24 P.S. 1333.1
 35. 24 P.S. 1333.2
 36. Pol. 103.1
 37. Pol. 113.3
 38. Pol. 114
 22 PA Code 11.24
 22 PA Code 11.8
 24 P.S. 1333.3

Adopted February 16, 2010
 Last Revised June 17, 2020

Purpose

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

Authority

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

Definitions

Compulsory school age shall mean the period of a student's life from the time the student's person in parental relation elects to have the student enter school, which shall be no later than eight (8) years of age, until the student reaches seventeen (17) years of age. Beginning with the academic year 2020-2021, compulsory school age shall mean no later than age six (6) until age eighteen (18). The term does not include a student who holds a certificate of graduation from a regularly accredited, licensed, registered or approved high school.[8][9]

Habitually truant shall mean six (6) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.[9]

Truant shall mean having incurred three (3) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.[9]

Person in parental relation shall mean a:[9]

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

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

School-based or community-based attendance improvement program shall mean a program designed to improve school attendance by seeking to identify and address the underlying reasons for a student's absences. The term may include an educational assignment in an alternative education program, provided the program does not include a program for disruptive youth established pursuant to Article XIX-C of the Pennsylvania Public School Code.[9]

Delegation of Responsibility

The Superintendent or designee shall annually notify students, persons in parental relation, staff and local magisterial district judges about the district's attendance policy by publishing such policy in student handbooks and newsletters, on the district website and through other efficient communication methods.[1][11]

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

The Superintendent or designee, in coordination with the building principal, shall be responsible for the implementation and enforcement of this policy.

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

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

Guidelines

Compulsory School Attendance Requirements

All students of compulsory school age who reside in the district shall be subject to the compulsory school attendance requirements.[5]

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

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

1. On certification by a physician or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to

study for mental, physical or other reasons that preclude regular attendance.[6][7][21]

2. Students enrolled in nonpublic or private schools in which the subjects and activities prescribed by law are taught.[5][22]
3. Students attending college who are also enrolled part-time in district schools.[23]
4. Students attending a home education program or private tutoring in accordance with law.[5][18][24][25][26][27]
5. Students fifteen (15) or sixteen (16) years of age whose enrollment in private trade or business schools has been approved.[5]
6. Students fifteen (15) years of age, as well as students fourteen (14) years of age who have completed the highest elementary grade, engaged in farm work or private domestic service under duly issued permits.[7]
7. Students sixteen (16) years of age regularly engaged in useful and lawful employment during the school session and holding a valid employment certificate. Regularly engaged means thirty-five (35) or more hours per week of employment.[7][15]

Excused/Lawful Absence

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

1. Illness, including if a student is dismissed by designated district staff during school hours for health-related reasons.[3][6]
2. Obtaining professional health care or therapy service rendered by a licensed practitioner of the healing arts in any state, commonwealth or territory.[6]
3. Quarantine.
4. Family emergency.
5. Recovery from accident.
6. Required court attendance.
7. Death in family.
8. Participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group, upon prior written request.[1][6]
9. Participation in a musical performance in conjunction with a national veterans' organization or incorporated unit, as defined in law, for an event or funeral.[6]
 - a. The national veterans' organization or incorporated unit must provide the student with a signed excuse, which shall include the date, location, and time of the event or funeral.
 - b. The student shall furnish the signed excuse to the district prior to being excused from school.
10. Nonschool-sponsored educational tours or trips, if the following conditions are met:[6][29]

- a. The person in parental relation submits the required documentation for excusal prior to the absence, within the appropriate timeframe.
- b. The student's participation has been approved by the Superintendent or designee.
- c. The adult directing and supervising the tour or trip is acceptable to the person in parental relation and the Superintendent.

11. College or postsecondary institution visit, with prior approval.

12. Other urgent reasons as determined by the Superintendent or designee that may reasonably cause a student's absence, as well as circumstances related to homelessness and foster care.
[3][6][30][31]

The district may limit the number and duration of nonschool-sponsored educational tours or trips and college or postsecondary institution visits for which excused absences may be granted to a student during the school year.

Temporary Excusals –

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

1. Students receiving tutorial instruction in a field not offered in the district's curricula from a properly qualified tutor approved by the Superintendent, when the excusal does not interfere with the student's regular program of studies.[5][14][18]
2. Students participating in a religious instruction program, if the following conditions are met:
[28][32]
 - a. The person in parental relation submits a written request for excusal. The request shall identify and describe the instruction, and the dates and hours of instruction.
 - b. The student shall not miss more than thirty-six (36) hours per school year in order to attend classes for religious instruction.
 - c. Following each absence, the person in parental relation shall submit a statement attesting that the student attended the instruction, and the dates and hours of attendance.
3. School age children unable to attend school upon recommendation of the school physician and a psychiatrist or school psychologist, or both, and with approval of the Secretary of Education.
[21].

Parental Notice of Absence –

Absences shall be treated as unexcused until the district receives a written excuse explaining the absence, to be submitted within three (3) days of the absence.

A maximum of ten (10) days of cumulative lawful absences verified by parental notification shall be permitted during a school year. All absences beyond ten (10) cumulative days shall require an excuse from a licensed practitioner of the healing arts.

Unexcused/Unlawful Absence

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

An out-of-school suspension may not be considered an unexcused absence.[9].

Parental Notification –

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

Enforcement of Compulsory Attendance Requirements*Student is Truant –*

When a student has been absent for three (3) days during the current school year without a lawful excuse, district staff shall provide notice to the person in parental relation who resides in the same household as the student within ten (10) school days of the student's third unexcused absence.[33]

The notice shall:[33]

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

The notice may include the offer of a School Attendance Improvement Conference.[33]

If the student incurs additional unexcused absences after issuance of the notice and a School Attendance Improvement Conference was not previously held, district staff shall offer a School Attendance Improvement Conference.[33]

School Attendance Improvement Conference (SAIC) –

District staff shall notify the person in parental relation in writing and by telephone of the date and time of the SAIC.[33]

The purpose of the SAIC is to examine the student's absences and reasons for the absences in an effort to improve attendance with or without additional services.[9]

The following individuals shall be invited to the SAIC:[9]

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

Neither the student nor the person in parental relation shall be required to participate, and the SAIC shall occur even if the person in parental relation declines to participate or fails to attend the scheduled conference.[33]

The outcome of the SAIC shall be documented in a written School Attendance Improvement Plan. The Plan shall be retained in the student's file. A copy of the Plan shall be provided to the person in parental relation, the student and appropriate district staff.[33]

The district may not take further legal action to address unexcused absences until the scheduled SAIC has been held and the student has incurred six (6) or more days of unexcused absences.[33]

Student is Habitually Truant –

When a student under fifteen (15) years of age is habitually truant, district staff:[34]

1. Shall refer the student to:
 - a. A school-based or community-based attendance improvement program; or
 - b. The local children and youth agency.
2. May file a citation in the office of the appropriate magisterial district judge against the person in parental relation who resides in the same household as the student.[34]

When a student fifteen (15) years of age or older is habitually truant, district staff shall:[34]

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

District staff may refer a student who is fifteen (15) years of age or older to the local children and youth agency, if the student continues to incur additional unexcused absences after being referred to a school-based or community-based attendance improvement program, or if the student refuses to participate in such program.[34]

Regardless of age, when district staff refer a habitually truant student to the local children and youth agency or file a citation with the appropriate magisterial district judge, district staff shall provide verification that the school held a SAIC.[34]

Filing a Citation –

A citation shall be filed in the office of the appropriate magisterial district judge whose jurisdiction includes the school in which the student is or should be enrolled, against the student or person in parental relation to the student.[35]

Additional citations for subsequent violations of the compulsory school attendance requirements may only be filed against a student or person in parental relation in accordance with the specific provisions of the law.[35]

Special Needs and Accommodations

If a truant or habitually truant student may qualify as a student with a disability, and require special education services or accommodations, the Director of Special Education shall be notified and shall take action to address the student's needs in accordance with applicable law, regulations and Board policy.[16][36][37][38]

For students with disabilities who are truant or habitually truant, the appropriate team shall be notified and shall address the student's needs in accordance with applicable law, regulations and Board policy.[16][36][38]

Discipline

The district shall not expel or impose out-of-school suspension, disciplinary reassignment or transfer for truant behavior.[33]



Book	Policy Manual
Section	200 Pupils
Title	Tobacco and Vaping Products
Code	222
Status	Active
Legal	<ol style="list-style-type: none"> 1. 18 Pa. C.S.A. 6305 2. 18 Pa. C.S.A. 6306.1 3. Pol. 210 4. Pol. 227 5. 20 U.S.C. 7973 6. 22 PA Code 10.2 7. 22 PA Code 10.25 8. Pol. 805.1 9. 24 P.S. 1303-A 10. 22 PA Code 10.22 11. 24 P.S. 1302.1-A 12. Pol. 218 13. 20 U.S.C. 1400 et seq 14. 22 PA Code 10.23 15. Pol. 103.1 16. Pol. 113.1 17. Pol. 113.2 24 P.S. 510 20 U.S.C. 7114 20 U.S.C. 7118 20 U.S.C. 7971 et seq 34 CFR Part 300 <p>Pennsylvania Department of Health Medical Marijuana Guidance for Schools and School Districts</p>
Adopted	February 16, 2010
Last Revised	June 17, 2020

Purpose

The Board recognizes that tobacco and vaping products, including the product marketed as Juul and other electronic cigarettes, present a health and safety hazard that can have serious consequences for users, nonusers and the school environment. The purpose of this policy is to prohibit student possession, use, purchase and sale of tobacco and vaping products, including Juuls and other electronic cigarettes.

Definition

State law defines the term **tobacco product** to broadly encompass not only tobacco but also vaping products including Juuls and other electronic cigarettes (e-cigarettes). Tobacco products, for purposes of this policy and in accordance with state 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. NOTE: *This exception shall be governed by Board policy relating to Medications.*[3]
2. A device, included under the definition of tobacco product above, if sold by a dispensary licensed in compliance with the Medical Marijuana Act. NOTE: *Guidance issued by the PA Department of Health directs schools to prohibit possession of any form of medical marijuana by students at any time on school property or during any school activities on school property. This exception shall be governed by Board policy relating to Controlled Substances/Paraphernalia.*[4]

Authority

The Board prohibits possession, use, purchase or sale of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, regardless of whether such products contain tobacco or nicotine, by or to students at any time in a school building; on school buses or other vehicles that are owned, leased or controlled by the school district; on property owned, leased or controlled by the school district; or at school-sponsored activities that are held off school property.
[1][2][5]

The Board prohibits student possession or use of products marketed and sold as tobacco cessation products or for other therapeutic purposes, except as authorized in the Board's Medication policy.[3]

The Board prohibits student possession of any form of medical marijuana at any time in a school building; on school buses or other vehicles that are owned, leased or controlled by the school district; on property owned, leased or controlled by the school district; or at school-sponsored activities that are held off school property.[4]

The Board authorizes the confiscation and disposal of products prohibited by this policy.

Delegation of Responsibility

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

The Superintendent or designee shall notify students, parents/guardians and staff about the Board's tobacco and vaping products policy by publishing information in student handbooks, parental newsletters, posters, and by other efficient methods, such as posted notices, signs and on the district website.[2]

Reporting

Parental Report –

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving possession, use, purchase or sale of a tobacco or vaping product, including a Juul or other e-cigarette, immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether 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.[6][7][8]

Office for Safe Schools Report -

The Superintendent shall annually, by July 31, report all incidents of possession, use or sale of tobacco and vaping products, including Juuls or other e-cigarettes, by students to the Office for Safe Schools on the required form.[8][9]

Law Enforcement Incident Report –

The Superintendent or designee may report incidents of possession, use or sale of tobacco and vaping products, including Juuls or other e-cigarettes, 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 school police, School Resource Officer (SRO) or 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.[1][2][6][8][9][10][11]

Guidelines

A student who violates this policy shall be subject to prosecution initiated by the district and, if convicted, shall be required to pay a fine for the benefit of the district, plus court costs. In lieu of the imposition of a fine, the court may admit the student to an adjudication alternative.[2]

Tampering with devices installed to detect use of tobacco or vaping products shall be deemed a violation of this policy and subject to disciplinary action.[12]

Students with Disabilities

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[8][13][14][15][16][17]



Book	Policy Manual
Section	200 Pupils
Title	Suspension and Expulsion
Code	233
Status	Active
Legal	1. 22 PA Code 12.6 2. 22 PA Code 12.7 3. 22 PA Code 14.143 4. 20 U.S.C. 1400 et seq 5. 34 CFR Part 300 6. 22 PA Code 12.8 7. 24 P.S. 1318 8. 2 Pa. C.S.A. 101 et seq 9. 2 Pa. C.S.A. 101 10. Pol. 204 11. 24 P.S. 1326 12. Pol. 113 13. Pol. 113.1 14. Pol. 218 15. Pol. 216 22 PA Code 12.3
Adopted	February 16, 2010
Last Revised	June 17, 2020

Purpose

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

Authority

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

Guidelines

Exclusion From School - Suspension

The principal or person in charge of the school may suspend any student for disobedience or misconduct for a period of one (1) to ten (10) consecutive school days and shall immediately notify the parent/guardian and the Superintendent in writing when the student is suspended.[1][7]

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

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

Informal hearings under this provision shall be conducted by the building principal.

Purpose of Informal Hearing

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

Due Process Requirements for Informal Hearing[6]

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

Exclusion From Class - In-School Suspension

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

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

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

Expulsion

Expulsion is exclusion from school by the Board for a period exceeding ten (10) consecutive school days. The Board may permanently expel from the district rolls any student whose misconduct or disobedience warrants this sanction. No student shall be expelled without an opportunity for a formal hearing before a duly authorized committee of the Board, and upon action taken by the Board after the hearing.[1][6][7]

Expulsion Hearings

A formal hearing shall be required in all expulsion actions.[1][6][7][8]

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

1. Notification of the charges in writing by certified mail to the student's parent/guardian.
2. At least three (3) days' notice of the time and place of the hearing, which shall include a copy of this policy, hearing procedures, and notice of the right to representation by legal counsel. A student may request the rescheduling of the hearing when s/he demonstrates good cause for an extension.
3. The hearing shall be private unless the student or parent/guardian requests a public hearing.
4. Representation by counsel at the parent's/guardian's expense and parent/guardian may attend the hearing.
5. Disclosure of the names of witnesses against the student and copies of their written statements or affidavits.
6. The right to request that witnesses against the student appear in person and answer questions or be cross-examined.
7. The right to testify and present witnesses on the student's behalf.
8. A written or audio record shall be kept of the hearing and a copy made available to the student at the student's expense, or at no charge if the student is indigent.
9. The hearing shall be held within fifteen (15) school days of the notice of charges, unless a delay is mutually agreed to by both parties or is delayed by:
 - a. The need for laboratory reports from law enforcement agencies.
 - b. Evaluations or other court or administrative proceedings are pending due to a student's invoking his/her rights under the Individuals with Disabilities Education Act (IDEA).
 - c. Delay is necessary due to the condition or best interests of the victim in cases of juvenile or criminal court involving sexual assault or serious bodily injury.
10. Notice of a right to appeal the results of the hearing shall be provided to the student with the expulsion decision.

Adjudication

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

Attendance/School Work During Suspension and Prior to Expulsion

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

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

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

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

Attendance/School Work After Expulsion

Students who are under seventeen (17) years of age are still subject to compulsory school attendance even though expelled and shall be provided an education. Beginning with the academic year 2020-2021, compulsory school age shall mean no later than age six (6) until age eighteen (18); at that time, students under eighteen (18) years of age shall be subject to compulsory school attendance, and even though expelled, shall be provided an education.[1][10][11]

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

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

Students With Disabilities

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

Delegation of Responsibility

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

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



Book	Policy Manual
Section	300 Employees
Title	Tobacco and Vaping Products
Code	323
Status	Active
Legal	1. 18 Pa. C.S.A. 6305 2. 18 Pa. C.S.A. 6306.1 3. Pol. 317 4. Pol. 351 5. 20 U.S.C. 7973 6. Pol. 818 7. 24 P.S. 1303-A 8. Pol. 805.1 9. 22 PA Code 10.2 10. 22 PA Code 10.22 11. 24 P.S. 1302.1-A 20 U.S.C. 7971 et seq
Adopted	April 20, 2010
Last Revised	June 17, 2020

Purpose

The Board recognizes that tobacco and vaping products, including the product marketed as Juul and other electronic cigarettes, present a health and safety hazard that can have serious consequences for users, nonusers and the school environment. The purpose of this policy is to regulate use of tobacco and vaping products, including Juuls and other electronic cigarettes, by district employees and contracted personnel.

Definition

State law defines the term **tobacco product** to broadly encompass not only tobacco but also vaping products including Juuls and other electronic cigarettes (e-cigarettes). Tobacco products, for purposes of this policy and in accordance with state 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 workplace, at which marijuana of any kind is prohibited.* [3][4]

Authority

The Board prohibits use of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, by district employees and contracted personnel 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][5][6]

The Board also prohibits use of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, by district employees at any time while responsible for the supervision of students during school-sponsored activities that are held off school property.[2]

This policy does not prohibit possession of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, by district employees and contracted personnel of legal age.

The Board deems it to be a violation of this policy for any district employee or contracted personnel to furnish a tobacco or vaping product, including the product marketed as Juul or any other e-cigarette, to a student.[1]

Delegation of Responsibility

The Superintendent or designee shall notify employees and contracted personnel about the Board's tobacco and vaping products policy by publishing information in handbooks, newsletters, posters, and other efficient methods such as posted notices, signs and on the district website.[2]

Reporting

Office for Safe Schools Report –

The Superintendent shall annually, by July 31, report incidents of prohibited possession, use or sale of tobacco and vaping products, including Juuls or other e-cigarettes, on school property to the Office for Safe Schools on the required form.[7][8]

Law Enforcement Incident Report –

The Superintendent or designee may report incidents involving the sale of tobacco and vaping products, including Juuls or other e-cigarettes, to minors by employees 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 school police, School Resource Officer (SRO) or 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.[1][2][3][7][8][9][10][11]



Book	Policy Manual
Section	300 Employees
Title	Professional Development
Code	333
Status	Active
Legal	1. 24 P.S. 517 2. 24 P.S. 1205.1 3. 24 P.S. 1205.2 4. 24 P.S. 1144 5. 24 P.S. 1151 6. 22 PA Code 4.13 7. 22 PA Code 49.16 8. Pol. 100 9. 24 P.S. 1205.5 10. 24 P.S. 1217 11. 22 PA Code 49.17 12. 24 P.S. 102 13. 24 P.S. 1205.7 14. Pol. 146.1 15. Pol. 146 16. Pol. 209 17. Pol. 236 18. 20 U.S.C. 7801 24 P.S. 1205.6 24 P.S. 1311-B Pol. 806
Adopted	April 20, 2010
Last Revised	June 17, 2020

Authority

Continuing professional study and inservice training for administrative, professional and support employees are prerequisites for professional development, enhanced ability to complete responsibilities and maintaining certification.

The Board directs district employees to further their professional and personal advancement through graduate study, inservice training, conference attendance and professional development activities.[1][2][3]

Guidelines

Graduate/Special Courses

Only courses of study that are preapproved shall be eligible for reimbursement by the district or a change in compensation for the employee. Documentary evidence of satisfactory completion of all study programs shall be required.

Reimbursement for credits for approved graduate study or special courses shall be made in accordance with terms of the administrative compensation plan or an individual contract, or collective bargaining agreement and when preapproved by the Superintendent.

Induction Plan

The district shall comply with Department of Education requirements when developing and maintaining an induction plan for first-year teachers, long-term substitutes hired for a position for forty-five (45) days or more, educational specialists and teachers new to the district. The district shall develop and submit the induction plan to the Department of Education for approval every six (6) years, as required by law and regulations. Prior to approval by the Board and submission to the Department of Education, the induction plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.[6][7][8]

Induction Program for School System Leaders

School system leaders shall complete an induction program which is consistent with the Pennsylvania School Leadership Standards within five (5) years of serving as a school system leader in Pennsylvania for the first time.[9][10]

School system leaders include principals, vice-principals, assistant principals, Assistant Superintendent, Superintendent and individuals who are converting an administrative certificate from a Level I certificate to a Level II certificate.[9]

Professional Education Plan

The Board shall appoint to the professional education committee parents/guardians and representatives of the community and local businesses. Representatives of administrators, teachers and educational specialists on the professional education committee shall be selected by their respective members.[2][11]

The district shall develop and submit a professional education plan to the Secretary of Education for approval every three (3) years, as required by law and regulations. The professional education plan shall be designed to meet the educational needs of the district and its certificated administrative and professional employees; specify approved courses, programs, activities and learning experiences, including training on subjects required by law, regulations and Board policy; and identify approved providers. Prior to approval by the Board and submission to the Secretary of Education, the professional education plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.[2][6][8][11]

The Board shall ensure an annual review of the district's professional education plan is conducted by the professional education committee to determine if the plan continues to meet the needs of the

district, employees, students and community. The professional education committee may recommend amendments to the plan, subject to approval by the Board and the Department of Education.[2]

The Board may approve, on a case-by-case basis, specific professional education activities not stated within the district's professional education plan.[3]

If the district assumes all costs of credits or hours, the Board may disapprove any course, program, activity or learning experience that is inconsistent with the goals of the professional education plan. [3].

Trauma-Informed Approach Education -

The professional education plan shall include a minimum of one (1) hour of required training in trauma-informed approaches, in accordance with law.[2][12][13].

The district shall provide certificated administrative and professional employees with training on trauma-informed approaches, in accordance with law and the professional education plan. Training shall address, but shall not be limited to:[12][13].

1. Recognition of the signs of trauma in students.
2. Best practices for schools and classrooms regarding trauma-informed approaches, including utilizing multi-tiered systems of support.
3. Recognition of the signs of impact of secondary trauma on school employees and appropriate resources for employees experiencing secondary trauma.
4. The district's policies regarding trauma-informed approaches.[14]
5. The district's policies regarding connecting students with appropriate services.[15][16][17]

Training shall be based on evidence-based or evidence-informed programs that meet the needs of the district's local community and reflect current best practices related to trauma-informed approaches.[13][18]



Book	Policy Manual
Section	300 Employees
Title	Family and Medical Leaves
Code	335
Status	Active
Legal	1. 29 U.S.C. 2601 et seq 2. 29 CFR Part 825 3. 29 U.S.C. 2619 4. 29 U.S.C. 2611 5. 29 U.S.C. 2612 6. 29 CFR 825.200 Pol. 813
Adopted	April 20, 2010
Last Revised	June 17, 2020

Authority

The Board shall provide eligible administrative, professional and support employees with unpaid leaves of absence in accordance with the Family And Medical Leave Act, hereinafter referred to as FMLA.[1][2]

Employee requests for FMLA leave shall be processed in accordance with law, Board policy and administrative regulations.

Delegation of Responsibility

The Superintendent shall develop and disseminate administrative regulations to implement FMLA leave for eligible employees.

The district shall post, in conspicuous places in the district customarily used for notices to employees and applicants, a notice regarding the provisions of the FMLA and the procedure for filing a complaint.[3]

Employee requests for leave, both FMLA and non-FMLA, shall be submitted in writing to the Superintendent.

Guidelines

Employees' eligibility for FMLA leave shall be based on the criteria established by law.[4][5]

Eligible employees shall be provided up to twelve (12) workweeks of unpaid leave in a twelve-month period for the employee's own serious health condition; for the birth, adoption, foster placement or first-year care of a child; to care for a seriously ill spouse, child or parent; or to address specific qualifying exigencies pertaining to a member of the Armed Forces alerted for foreign deployment or during foreign deployment.[5]

Eligible employees shall be provided up to twenty-six (26) workweeks of unpaid leave in a single twelve-month period to care for an ill or injured covered service member.[5]

The district shall utilize a rolling twelve-month period measured backwards from the date leave is used to determine if an employee has exhausted his/her FMLA leave in any twelve-month period.[6]

When an employee requests an FMLA leave and qualifies for and is entitled to any accrued paid sick, vacation, personal or family leave, the employee is required to utilize such paid leave concurrent with the FMLA leave.[5]

335. Attach - FAMILIES FIRST CORONAVIRUS RESPONSE ACT.docx (29 KB)

335-Attach1-FFCRA_Poster_English.pdf (180 KB)

335-Attach2-FFCRA_Poster_Spanish.pdf (185 KB)



Book	Policy Manual
Section	600 Finances
Title	Federal Fiscal Compliance
Code	626
Status	Active

Legal	1. 2 CFR Part 200
	2. Pol. 827
	3. Pol. 828
	4. Pol. 317
	5. 2 CFR 200.430
	6. Pol. 626.1
	7. 24 P.S. 1153
	8. Pol. 304
	9. Pol. 319
	10. Pol. 336
	11. Pol. 337
	12. Pol. 624
	13. Pol. 805
	14. Pol. 813
	15. 2 CFR 200.333-200.337
	16. Pol. 800
	17. 34 CFR 75.730-75.732
	18. 34 CFR 76.730-76.731
	19. 2 CFR 200.336
	20. 2 CFR 200.333
	21. Pol. 113.4
	22. Pol. 216
	23. Pol. 324
	24. 2 CFR 200.330-200.331
	25. 2 CFR 200.338
	26. 2 CFR 200.339
	Pol. 610
	Pol. 611
	Pol. 612
	Pol. 613
	Pol. 625

Adopted April 20, 2010

Last Revised June 17, 2020

Authority

The Board shall ensure federal funds received by the district are administered in accordance with federal requirements, including but not limited to the federal Uniform Guidance.[1]

The Board shall review and approve all applications for federal funds submitted by the district.

Delegation of Responsibility

The Board designates the Superintendent and Federal Programs Coordinator as the district contact for all federal programs and funding.

The Superintendent or designee, in collaboration with the Federal Programs Coordinator and Business Manager, shall establish and maintain a sound financial management system to include internal controls and federal grant management standards covering the receipt of both direct and state-administered federal grants, and to track costs and expenditures of funds associated with grant awards.[1]

The Superintendent, to assist in the proper administration of federal funds and implementation of this policy, may approve additional procedures as attachments to this policy.

Guidelines

The district's financial management system shall be designed with strong internal controls, a high level of transparency and accountability, and documented procedures to ensure that all financial management system requirements are met.

Financial management standards and procedures shall assure that the following responsibilities are fulfilled:

1. Identification – The district must identify, in its accounts, all federal awards received and expended, and the federal programs under which they were received.
2. Financial Reporting – Accurate, current, and complete disclosure of the financial results of each federal award or program must be made in accordance with the financial reporting requirements of the Education Department General Administrative Regulations (EDGAR).
3. Accounting Records – The district must maintain records which adequately identify the source and application of funds provided for federally-assisted activities.
4. Internal Controls – Effective control and accountability, including segregation of duties, must be maintained for all funds, real and personal property and other assets. The district must adequately safeguard all such property and must assure that it is used solely for authorized purposes.
5. Budget Control – Actual expenditures or outlays must be compared with budgeted amounts for each federal award. Procedures shall be developed to establish determination for allowability of costs for federal funds.
6. Cash Management – The district shall maintain written procedures to implement the cash management requirements found in EDGAR.
7. Allowability of Costs – The district shall ensure that allowability of all costs charged to each federal award is accurately determined and documented.

Standards of Conduct

The district shall maintain standards of conduct covering conflicts of interest and the actions of employees and school officials engaged in the selection, award and administration of contracts.[2][3]

All employees shall be informed of conduct that is required for federal fiscal compliance and the disciplinary actions that may be applied for violation of Board policies, administrative regulations, rules and procedures.[4]

Employees - Time and Effort Reporting

All district employees paid with federal funds shall document the time they expend in work performed in support of each federal program, in accordance with law. Time and effort reporting requirements do not apply to contracted individuals.[5]

District employees shall be reimbursed for travel costs incurred in the course of performing services related to official business as a federal grant recipient.[6]

The district shall establish and maintain employee policies and procedures on hiring, benefits and leave and outside activities, as approved by the Board. District procedures on payment of staff shall apply to employees paid with federal funds and shall include payment in extenuating or emergency conditions, in accordance with applicable law, regulations or emergency declarations by state or federal authorities.[7][8][9][10][11][12][13][14]

Record Keeping

The district shall develop and maintain a Records Management Plan and related Board policy and administrative regulations for the retention, retrieval and disposition of manual and electronic records, including emails.[15][16]

The district shall ensure the proper maintenance of federal fiscal records documenting:[16][17][18]

1. Amount of federal funds.
2. How funds are used.
3. Total cost of each project.
4. Share of total cost of each project provided from other sources.
5. Other records to facilitate an effective audit.
6. Other records to show compliance with federal program requirements.
7. Significant project experiences and results.

All records must be retrievable and available for programmatic or financial audit.

The district shall provide the federal awarding agency, Inspectors General, the Comptroller General of the United States, and the pass-through entity, or any of their authorized representatives, the right of access to any documents, papers, or other district records which are pertinent to the federal award. The district shall also permit timely and reasonable access to the district's personnel for the purpose of interview and discussion related to such documents.[19]

Records shall be retained for a minimum of five (5) years from the date on which the final Financial Status Report is submitted, or as otherwise specified in the requirements of the federal award, unless a written extension is provided by the awarding agency, cognizant agency for audit, oversight agency for audit or cognizant agency for indirect costs.[20]

If any litigation, claim or audit is started before the expiration of the standard record retention period, the records shall be retained until all litigation, claims or audits have been resolved and final action taken.[20]

As part of the Records Management Plan, the district shall develop and maintain a records retention schedule, which shall delineate the record retention format, retention period and method of disposal. [16]

The Records Management Plan shall include identification of staff authorized to access records, appropriate training, and preservation measures to protect the integrity of records and data.[16]

The district shall ensure that all personally identifiable data protected by law or regulations is handled in accordance with the requirements of applicable law, regulations, Board policy and administrative regulations.[21][22][23]

Subrecipient Monitoring

In the event that the district awards subgrants, the district shall establish procedures to:[24]

1. Assess the risk of noncompliance.
2. Monitor grant subrecipients to ensure compliance with federal, state, and local laws and Board policy and procedures.
3. Ensure the district's record retention schedule addresses document retention on assessment and monitoring.[16]

Compliance Violations

Employees and contractors involved in federally funded programs and subrecipients shall be made aware that failure to comply with federal law, regulations or terms and conditions of a federal award may result in the federal awarding agency or pass-through entity imposing additional conditions or terminating the award in whole or in part.[25][26]

626-Attach-CashManagement.docx (19 KB)

626-Attach-SubrecipientMonitoring.doc (55 KB)

626-Attach-Costs_Obligations_Property.doc (58 KB)

626-Attach-AllowabilityofCosts.doc (91 KB)

626-Attach-Procurement 2020.doc (105 KB)



Book	Policy Manual
Section	700 Property
Title	Facilities and Workplace Safety
Code	705
Status	Active
Legal	1. Pol. 805 2. 24 P.S. 223 3. 34 PA Code 129.1001 et seq 4. 72 P.S. 1722-J 5. 77 P.S. 1038.2 24 P.S. 510 24 P.S. 1517 24 P.S. 1518
Adopted	April 20, 2010
Last Revised	June 17, 2020

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 deemed necessary for the safe conduct of the educational programs and operations of the schools, including the provision of protective devices where needed for safety purposes.

Delegation of Responsibility

The Superintendent or designee shall annually review and evaluate district safety rules and plans.[1]

Administrators shall ensure that all staff and students are informed of safety rules at the beginning of the school year.

Guidelines

Certified Workplace Safety Committee

A workplace safety committee shall be established to promote the district's goals concerning safe schools.[2][3][4][5]

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.



Book	Policy Manual
Section	700 Property
Title	Building Security
Code	709
Status	Active
Legal	1. Pol. 805 2. Pol. 805.2 3. Pol. 907 24 P.S. 510 Pol. 705
Adopted	May 19, 2008
Last Revised	June 17, 2020

Purpose

The Board recognizes the need to maintain security of school facilities for reasons of safety, vandalism and theft.

Delegation of Responsibility

Building security shall be coordinated by the School Safety and Security Coordinator, with the cooperation of district administrators, building principals and district staff.[1][2]

The Superintendent or designee shall develop administrative regulations designating who may be authorized to access district building(s), the designated level of access and who may have after-hours access to district facilities.

Guidelines

After the start of the school day, access to school buildings shall be limited to one (1) entrance that is monitored and capable of controlling visitor entry. All other entrances shall be locked, and designated school staff shall follow established Board policy and procedures for entry of school visitors and other authorized individuals into school buildings.[3]



Book	Policy Manual
Section	800 Operations
Title	Emergency Preparedness and Response
Code	805
Status	Active

Legal

1. Pol. 705
2. 22 PA Code 10.24
3. 35 Pa. C.S.A. 7701
4. Pol. 805.1
5. 24 P.S. 1517
6. 24 P.S. 1518
7. 24 P.S. 1301-B
8. 24 P.S. 1303-A
9. 22 PA Code 10.11
10. 24 P.S. 1303-B
11. 24 P.S. 1302.1-A
12. Pol. 804
13. 35 Pa. C.S.A. 7301 et seq
14. 24 P.S. 1501
15. 24 P.S. 1506
16. Pol. 203
17. Pol. 203.1
18. 24 P.S. 102
19. 24 P.S. 1310-B
20. Pol. 333
21. Pol. 249
22. Pol. 819
23. Pol. 227
24. Pol. 351
25. Pol. 805
26. 75 Pa. C.S.A. 4552
27. 24 P.S. 1303-D
- 24 P.S. 1205.7
- 20 U.S.C. 7112
- 20 U.S.C. 7118
- 20 U.S.C. 7801
- Pol. 146
- Pol. 236
- Pol. 709
- Pol. 810
- Pol. 909

Adopted

May 19, 2008

Last Revised

June 17, 2020

Purpose

The Board recognizes its responsibility for the safety of students, staff, visitors and facilities. Therefore, the Board shall provide facilities, equipment and training necessary to protect against hazards and emergencies, including but not limited to natural disasters, hazardous chemicals, fires, weapons, bomb threats, intruders, terrorism, communicable diseases and pandemics. Advance planning, training, practice and comprehensive implementation are key components in protecting the safety and security of the school community.[1]

Authority

The district, in cooperation with the county Emergency Management Agency and the Pennsylvania Emergency Management Agency (PEMA), shall develop and implement a comprehensive disaster response and emergency preparedness plan, consistent with the guidelines developed by PEMA and other applicable state requirements.[2][3]

The Board shall also utilize the resources of and comply with the requirements of the Pennsylvania Department of Health, the Pennsylvania Department of Education, and local law enforcement agencies.[4]

The Board requires that emergency preparedness, emergency evacuation and school security drills be conducted at intervals required by state law.[3][5][6]

Definitions

School security drill – a planned exercise, other than a fire drill or natural disaster drill, designed to practice procedures to respond to an emergency situation that may include, but is not limited to, an act of terrorism, armed intruder situation or other violent threat.[5]

School Safety and Security Assessment – a strategic evaluation of a school entity's facilities and programs used to identify potential safety and security threats.[7]

Delegation of Responsibility

The Superintendent or designee shall collaborate with relevant stakeholders, including parents/guardians, students, staff, community agencies, local law enforcement agencies and first responders, during the development and implementation of the emergency preparedness plan.

The Superintendent or designee shall implement a communication system to notify parents/guardians of the evacuation or sheltering of students and to alert the entire school community when necessary.

Annually, on or before April 10, the Superintendent shall certify that emergency evacuation drills and school security drills have been conducted in the manner prescribed by law.[5]

In accordance with state law and regulations, the Superintendent shall execute a memorandum of understanding with each local police department that has jurisdiction over school property.[4][8][9]

The Board directs the School Safety and Security Coordinator to periodically complete a School Safety and Security Assessment in accordance with the provisions of law and established criteria, based on the needs of the district and availability of funding and resources.[7][10]

Guidelines

Emergency Planning

The emergency preparedness plan shall be accessible in each district building, be reviewed at least annually, and be modified as necessary. A copy of the plan shall be made accessible to the county Emergency Management Agency, each local police department and each local fire department that have jurisdiction over school property. The district shall obtain assurances from each appropriate agency that the emergency preparedness plan will be safeguarded and maintained confidentially.[2].[3][11]

Appropriate information regarding the emergency preparedness plan shall be communicated to students, parents/guardians, staff, the community and other relevant stakeholders.

Annually, by September 30, the district shall assemble information required to assist local police and fire departments in responding to an emergency. The required information shall be deployed immediately to the Incident Command Post in the event of an emergency incident or disaster.[2][3][4]

Schools and school buses or transportation vehicles owned or leased by the district shall be made available to local, county and state officials for emergency planning and exercises.[3]

Continuity of Student Learning/Core Operations

In the event of an emergency, local, county or state officials may require that schools be made available to serve as mass-care facilities. Local, county or state officials may also utilize district-owned buses and other transportation vehicles. The Superintendent or designee shall determine whether schools shall be closed, or the educational program suspended, to safeguard student and staff health and safety.[3][12]

State officials may also direct schools to close in order to mitigate the spread of infection or illness in designated emergencies.[13]

The district shall make provisions in the emergency preparedness plan for the continuity of student learning during school closings or excessive absences, in accordance with law. This may include, as appropriate, activities qualifying as instructional days for fulfilling the minimum required days of instruction under the law. Instructional activities may include:[14][15]

1. Web-based instruction.
2. Mailed lessons and assignments.

The continuity of core operations such as payroll and ongoing communication with staff, students and parents/guardians shall be an essential part of the emergency preparedness plan.

Education and Training

Students and staff members shall be instructed and shall practice how to respond appropriately to emergency situations.[5][6]

Effective infection control and prevention education and procedures, such as frequent hand washing and cough/sneeze etiquette, shall be encouraged continually to help limit the spread of germs at district schools.[16][17]

The district shall provide mandatory training to school employees on school safety and security based on the district's needs and in accordance with law. Training shall address any combination of one (1) or more of the following areas:[18][19][20]

1. Situational awareness.
2. Trauma-informed approaches.[20]

3. Behavioral health awareness.
4. Suicide and bullying awareness.[21][22]
5. Substance use awareness.[23][24]
6. Emergency training drills, including fire, natural disaster, active shooter, hostage situation and bomb threat.[25]
7. Identification or recognition of student behavior that may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others.

Employees are required to complete a minimum of three (3) hours of training every five (5) years.
[19]

Required Drills

Emergency Preparedness Drill -

The Board directs district schools to conduct a disaster response or emergency preparedness plan drill at least annually, in accordance with the provisions of law.[3]

Fire Drills -

The Board directs each district school to conduct fire drills at least once a month during the school year, in accordance with the provisions of law.[5][6]

School Security Drills -

The Board directs each district school to conduct a school security drill within ninety (90) days of the beginning of each school year. The school security drill shall be conducted while school is in session, with students present.[5]

The school security drill may take the place of a fire drill for the month in which it is conducted.

The Superintendent or designee may conduct additional school security drills in district schools after the first ninety (90) days of the school year. Up to two (2) additional school security drills per school year may be conducted in place of the required fire drills for the month in which they are conducted.
[5].

The Superintendent or designee shall:[5]

1. Oversee instruction and training of students and school employees in procedures for conducting school security drills and responding to emergency situations.
2. Notify and request assistance from local law enforcement and the emergency management agency prior to conducting a school security drill.
3. Notify parents/guardians of the students attending the school building where the school security drill is scheduled in advance of conducting the drill.

Bus Evacuation Drills -

Bus evacuation and safety drills shall be conducted twice a year, in accordance with the provisions of law.[5][26]

Safe2Say Something Program

The Board directs the Superintendent or designee to develop procedures for assessing and responding to reports received from the Safe2Say Something anonymous reporting program, in accordance with law. The procedures shall establish a framework within which district administration and staff will respond to program reports, coordinate with the county emergency dispatch center(s) and local law enforcement, and provide appropriate assessment and response for the safety and security of students, staff and school facilities.[27]



Book	Policy Manual
Section	800 Operations
Title	Relations With Law Enforcement Agencies
Code	805.1
Status	Active

Legal

1. 22 PA Code 10.1
2. 24 P.S. 1303-A
3. Pol. 805
4. Pol. 805.2
5. 22 PA Code 10.11
6. 22 PA Code 10.2
7. 35 P.S. 780-102
8. Pol. 218
9. Pol. 218.1
10. Pol. 218.2
11. Pol. 222
12. Pol. 227
13. 22 PA Code 10.23
14. 22 PA Code 14.104
15. Pol. 113
16. Pol. 113.2
17. 22 PA Code 14.133
18. Pol. 113.4
19. Pol. 216
20. Pol. 333
21. Pol. 806
22. Pol. 819
23. Pol. 824
24. 22 PA Code 10.21
25. 22 PA Code 10.22
26. 24 P.S. 1302.1-A
27. Pol. 103.1
28. Pol. 113.1
29. Pol. 323
30. Pol. 351
31. Pol. 904
- 22 PA Code 10.24
- Pol. 909

Adopted

March 17, 2014

Last Revised

June 17, 2020

Purpose

The Board recognizes that cooperation with law enforcement agencies is considered essential for protecting students and staff, maintaining a safe environment in schools, and safeguarding district

property.

Authority

It shall be the policy of the Board to establish and maintain a cooperative relationship between the school district and local police departments in maintaining school safety and security; responding to school safety and security reports; and reporting and resolution of incidents that occur on school property, at any school-sponsored activity, or on any conveyance providing transportation to or from a school or school-sponsored activity.[1][2][3][4]

The Board directs the Superintendent to execute and update, on a biennial basis, a memorandum of understanding with each local police department that has jurisdiction over school property in accordance with state law and regulations.[2][5]

Definition

Incident - an instance involving an act of violence; the possession of a weapon by any person; 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 by any person on school property; or conduct that constitutes an offense listed under the Safe Schools Act.[2][6][7]

Guidelines

Memorandum of Understanding

In accordance with state law and regulations, the Superintendent shall execute and update, every two (2) years, a memorandum of understanding with each local police department that has jurisdiction over school property. The memorandum of understanding shall be signed by the Superintendent, police chief and each building principal, and be filed with the Office for Safe Schools.[2][5]

In developing and updating the memorandum of understanding, the district shall consult and consider the State Board of Education model memorandum of understanding. If the district's memorandum of understanding with local law enforcement contains substantive differences from the State Board of Education model memorandum of understanding, the Superintendent shall provide a written statement which identifies the differences and the reasons for the differences as part of the biennial filing with the Office for Safe Schools.[2][5]

The memorandum of understanding shall comply with state law and regulations and set forth procedures to be followed regarding incidents that include, but are not limited to, acts of violence, weapons, terroristic threats, controlled substances, alcohol and tobacco.[8][9][10][11][12]

The memorandum of understanding may specify other matters related to crime prevention mutually agreed upon by the Superintendent and the local police department that has jurisdiction over the school property.[2]

Students With Disabilities

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.[13][14][15][16]

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.[13][14][15][16][17]

Training

The district shall invite representatives of each local police department that has jurisdiction over school property to participate in district training related to subjects that enhance understanding of and build positive relationships with students, which may include but not be limited to training on trauma-informed approaches, restorative practices, suicide awareness and prevention, child abuse recognition and reporting, maintaining confidentiality of students' personally identifiable information and maintaining professional adult/student boundaries.[18][19][20][21][22][23]

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, 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.[2][6][8][9][10][11][12][16][24][25][26][27][28][29][30][31]

Safe Schools Report

Annually, by July 31, the Superintendent shall report on the designated form, to the Office for Safe Schools, all new incidents as required by state law.[2]

Prior to submitting the Safe Schools report, the Superintendent and each police department having jurisdiction over school property shall do all of the following:

1. No later than thirty (30) days prior to the deadline for submitting the Safe Schools report to the Office for Safe Schools, the Superintendent shall submit the report to the police department that has jurisdiction over the relevant school property. The police department shall review the report and compare the data regarding criminal offenses and notification of law enforcement to determine whether the report accurately reflects police incident data.
2. No later than fifteen (15) days prior to the deadline for the Superintendent to submit the report to the Office for Safe Schools, the police department shall notify the Superintendent, in writing, whether the report accurately reflects police incident data. Where the police department determines that the report accurately reflects police incident data, the chief of police shall sign the report. Where the police department determines that the report does not accurately reflect police incident data, the police department shall indicate any discrepancies between the report and police incident data.
3. Where a police department fails to take action as required above, the Superintendent shall submit the report to the Office for Safe Schools and indicate that the police department failed to take the required action.



Book	Policy Manual
Section	800 Operations
Title	School Bus Drivers and School Commercial Motor Vehicle Drivers
Code	810.1
Status	Active
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. 75 Pa. C.S.A. 3756
38. 49 CFR 382.205
39. 75 Pa. C.S.A. 1612
40. 75 Pa. C.S.A. 1603
41. 75 Pa. C.S.A. 3802
42. 49 CFR 382.207
43. 49 CFR 382.209
44. 49 CFR 382.211
45. 49 CFR 40.191
46. 49 CFR 382.215
47. 49 CFR 40.23
48. 49 CFR 382.201
49. 49 CFR 382.505
50. 49 CFR 40.289
51. 49 CFR 382.705
52. 49 CFR 40.333
53. Pol. 800
54. 49 CFR 382.405
55. 49 CFR 382.723
56. 49 CFR 40.321
57. 49 CFR 382.403
58. 24 P.S. 1517
59. 49 CFR 382.603
24 P.S. 510
75 Pa. C.S.A. 1601 et seq
Pol. 351

Adopted May 19, 2008

Last Revised June 17, 2020

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 s/he 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 Superintendent 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;[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 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 in writing before the end of the business day following the day the covered driver is charged or cited. Notice is required no matter what type of vehicle the driver was driving.

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 in writing of the conviction within thirty (30) 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 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.

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][37]

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][38][39]
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][40][41]
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][42]

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 s/he undergoes a post-accident test, whichever occurs first.[43]

A covered driver shall not refuse to submit to a required test for drugs or alcohol.[1][36][44][45]

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;[46][47]
2. A verified adulterated or substituted drug test result;[46][47]
3. An alcohol test result of 0.04 or higher; or[47][48]
4. A refusal to submit to a post-accident, random, reasonable suspicion, return-to-duty or follow-up test.[44]

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 his/her system.[36][39]

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.[49]

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.[47][50].

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][51][52][53]

Drug and alcohol records shall be confidential and shall only be released in accordance with applicable law.[54][55][56].

Statistical records and reports shall be maintained and made available to the Federal Highway Administration for inspection or audit in accordance with federal regulations.[54][57].

Acknowledgment of Receipt

Each covered driver shall sign a statement certifying that s/he has 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.[58].

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.[59]



Book	Policy Manual
Section	900 Community
Title	Public Attendance at School Events
Code	904
Status	Active
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. 20 U.S.C. 7973 8. 24 P.S. 510.2 9. 24 P.S. 1303-A 10. Pol. 805.1 11. 22 PA Code 10.2 12. 22 PA Code 10.22 13. 24 P.S. 1302.1-A 14. 28 CFR 35.136 15. 43 P.S. 953 16. Pol. 718 20 U.S.C. 7971 et seq 28 CFR Part 35
Adopted	May 19, 2008
Last Revised	June 17, 2020

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 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 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]

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][7]

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.
[8]

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.[9][10]

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][9][10][11][12][13]

Guidelines

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.[14][15][16]

904 ATT - PubBehaviorSchEvents.doc (38 KB)

SHARPSVILLE AREA HIGH SCHOOL
301 Blue Devil Way
Sharpsville, PA 16150
Phone: (724) 962-7861; Fax: (724) 962-7730

1. Katherine Brooke Adams
2. Joseph Michael Alfredo
3. Raymond Patrick Allison, Jr.
4. Noah Patrick Amrhein
5. Jessica Irene Anzur
6. Kalina Rae Artherholt
7. Steven Patrick Bartholomew, Jr.
8. Dylan Michael Bertolasio
9. Tristan Matthew Besser
10. Liam Owen Sytze Bosman
11. Jaden Luke Boyd
12. Dominique Maria Brown
13. Da'mira Juanita Caldwell
14. Wyatt James Caldwell
15. Alex Nicholas Carroll
16. Catherine Elizabeth Chute
17. Tyler William Clary
18. Jared David Clemetson
19. Dakota Christopher Collins
20. Macie Kae Dinger

Carol Houck, Principal

Graduation Date: Tuesday, June 9, 2020

SHARPSVILLE AREA HIGH SCHOOL
301 Blue Devil Way
Sharpsville, PA 16150
Phone: (724) 962-7861; Fax: (724) 962-7730

21. Jacob Daniel Distler
22. William Lynn Divens III
23. Therese Joy Elliott
24. Matthew Joseph Enos
25. Noah Alexander Flaherty
26. Francesca Marie Flynn
27. Alyssa Marsha French
28. Brayden Michael Fry
29. Kamren Tyler Fry
30. Krissandra Nicolette Fry
31. Torrie Paige Gearhart
32. Silas Matthew Paul Girt
33. Shana Lei Hartwick
34. Brianna Nicole Hast
35. Kaleb Cole Haun
36. Emma Cassidy Haywood
37. Julianna Nicole Herriott
38. Zachary Matthew Herrmann
39. Jacob Tyler Hogue
40. Kimberly Marie Holmes-Raiti

Carol Houck, Principal

Graduation Date: Tuesday, June 9, 2020

SHARPSVILLE AREA HIGH SCHOOL
301 Blue Devil Way
Sharpsville, PA 16150
Phone: (724) 962-7861; Fax: (724) 962-7730

41. Brandon Alexander Hopson
42. Alexis Brooke Hunter
43. Richard L. Hutchison
44. James Douglas Joseph
45. Seth DeWayne Knauff
46. Kaleb James Kowacich
47. Allyson Elizabeth Kremm
48. Justin Michael Kurelko
49. Hanna Nikole Lasher
50. Tabitha Grace Lightner
51. Caleb Michael Lineberger
52. Amber Marie Magee
53. John Allen Marcin
54. Megan Alexis Masotto
55. Grace Lillian Maurice
56. Bridget Raquel Mazzant
57. Austin Taylor McFeaters
58. Dustin Joseph McGaughey
59. Macy Lyra Melius
60. James Bradley Misavage

Carol Houck, Principal

Graduation Date: Tuesday, June 9, 2020

SHARPSVILLE AREA HIGH SCHOOL
301 Blue Devil Way
Sharpsville, PA 16150
Phone: (724) 962-7861; Fax: (724) 962-7730

- 61. Lance McKnight Palmer
- 62. Richard Lee Pizor
- 63. Mya Jane Resele
- 64. Molly Renee Rimko
- 65. Brittany Anne Russell
- 66. Jessica Lynn Rust
- 67. Griffin Lewis Sabol
- 68. Maxine Paige Schell
- 69. Zachary Edward Shealy
- 70. Skylar Isaiah Thomas Skubish
- 71. Rylee Marie Sloan
- 72. Brayden Michel Smiley
- 73. Carson Brock Smith
- 74. MadeLyn Jane Elizabeth Smith
- 75. Taylor Anne Sowash
- 76. Claire Louise Staunch
- 77. Aaron Jacob Stephenson
- 78. Joshua Paul Stephenson
- 79. Chayse Jacob Stevens
- 80. Zane Francis Stewart

Carol Houck, Principal

Graduation Date: Tuesday, June 9, 2020

SHARPSVILLE AREA HIGH SCHOOL
301 Blue Devil Way
Sharpsville, PA 16150
Phone: (724) 962-7861; Fax: (724) 962-7730

- 81. Jakob Lee Thompson
- 82. Max J. Tiber
- 83. Taylor Jean Tonty
- 84. Tu Anh Tran
- 85. Tu Cam Tran
- 86. Phillip James Tulip
- 87. Hannah Jane VanDyke
- 88. Nhat Minh Vu
- 89. Willow Irene Wagner
- 90. Derron Scott Ward
- 91. Allison Leann Wilt

Carol Houck, Principal

Graduation Date: Tuesday, June 9, 2020

SHARPSVILLE AREA MIDDLE SCHOOL

2020-21 COURSE GUIDE

GRADE 6



Language Arts 6: The sixth grade language arts program consists of the integration of reading, spelling, vocabulary, and process writing through various activities.

Math 6: This course will cover the fundamental concepts of numbers and operations, including decimals and fractions; geometry; algebraic concepts; measurement; and data analysis and probability.

Pre-Algebra: Pre-Algebra will prepare students for the completion of Algebra I and II in middle school, and for participation in advanced math classes in high school.

Science 6: Life Science focuses on establishing an awareness of the delicate balance between Earth's environment and its inhabitants.

Social Studies 6: Students will examine early cultures throughout the world and their possible impacts upon today's cultures.

Art 6: Students will be experimenting with a variety of mediums, including clay, tempera paints, oil pastels, pencil, and others. Art history, aesthetics, criticism, and design principles will also be discussed along with the production of projects. This is a nine-week rotation course.

Comp Tech 6: This technology course will develop an awareness of technological issues. It will enable the student to understand basic computer operations and to complete applications with word processing. Students will also begin coding using the Finch robots. This is a nine-week rotation course.

Intro to Makers: Students will continue with Arts and Bots instruction and be introduced to technical drawing and CAD, as well as gain exposure to some wood shop basics. This is a nine-week rotation course.

Family & Consumer Science 6: Basic life management skills help students function and prosper as responsible teens. Units of study include money management, clothing care and basic hand sewing skills, foods and nutrition, and child care/babysitting. This is a nine-week rotation course.



- Physical Ed.:** Physical Education classes meet twice a week. Some of the activities include personal fitness, team sports, life-time activities, and recreational games.
- Yoga:** This introductory course will build physical and mental awareness, strength, and flexibility.
- Teambuilding:** Students will work on problem-solving and social skills within the context of cooperative games.
- MS Social Issues:** Topics discussed will include a wide range of social/emotional issues common to young adolescents, and students will learn coping skills and ways to get help.
- Band/Choir 6:** This is an elective course that meets 2/3 days per week.

GRADE 7



Language Arts 7: The seventh grade language arts program consists of reading, English, spelling, vocabulary, process writing, and a research paper.



Math 7: This course will cover the fundamental concepts of numbers and operations, including ratios and proportions; measurement; geometry; algebraic concepts, including solving one-step equations; and data analysis and probability, including central tendency.

Algebra I: This course will cover the fundamental concepts of numbers and operations, including solving percents; measurement; geometry, including the Pythagorean theorem; algebraic concepts, including solving multi-step equations and inequalities, graphing linear equations and inequalities, functions, and polynomials; and data analysis and probability.

Science 7: The first half of the year students will be studying geology, meteorology, and weathering. During the second half of the year, students will be covering the topics of earth history, oceanography, and astronomy.

Social Studies 7: Students will be studying world geography for the first three nine weeks, and then switching to Pennsylvania Studies for the remaining nine weeks.

Art 7: Students will be experimenting with a variety of mediums, including clay, tempera paints, oil pastels, pencil, and several more. Art history, aesthetics, criticism, and design principles will also be discussed along with the production



of projects. This is a nine-week rotation course.

Music 7: Students will learn the basic concepts of music instrument digital interface. They will learn to navigate through an electronic keyboard and the Power Tracks Pro Audio computer program. This is a nine-week rotation course.

Youth Court 7: Students will learn about the foundations of restorative justice systems in school and societies, participate in civics discussions linked to their social studies curriculum, and help to run the SMS Youth Court. This is a nine-week rotation course.

Family & Consumer Science 7: Basic life management skills help students function and prosper as responsible teens. Units of study include money management, clothing care and basic hand sewing skills, foods and nutrition, and child care/babysitting. This is a nine-week rotation course.



Physical Ed: Physical Education classes meet twice a week. Some of the activities students will be participating in include personal fitness, team sports, life-time activities, and recreational games.

Yoga: This introductory course will build physical and mental awareness, strength, and flexibility.

Teambuilding: Students will work on problem-solving and social skills within the context of cooperative games.

MS Social Issues: Topics discussed will include a wide range of social/emotional issues common to young adolescents, and students will learn coping skills and ways to get help.

Band/Choir 7/8: This is an elective course that meets 2/3 days per week.

GRADE 8



Language Arts 8: This course is an integrated literature and language program aimed at helping students become skillful readers, writers, speakers, and listeners.

Math 8: This course will cover the fundamental concepts of numbers and operations, including solving percents; measurement;



geometry, including the Pythagorean Theorem; algebraic concepts, including solving one and two-step equations and inequalities; and data analysis and probability.

Algebra II:

This course will focus on rational polynomial expressions, quadratic expressions, properties of relations and functions, graphing functions, properties and operations with matrices, conic sections.

Science 8:

Students will be studying physical science. Physical science is the study of matter and energy and how they react.

Social Studies 8:

The main emphasis of this class will be the history and geography of our nation, from the first Americans up to the year 1877. Also, students will be asked to read the newspaper and watch the news for class discussions.

Health:



The focus of eighth grade health is healthful living. After learning about the systems of the body and how to care for them, students will have an opportunity to become CPR certified. They will also design their own fitness plan and implement it in their physical education class as they study safety and injury prevention. As students continue the focus on healthful living, they will learn about important issues of concern among teens, such as stress management. Students will debate issues that relate to the use of alcohol, tobacco and other drugs.

Music 8:

Students will use more advanced techniques of digital music. Internet and music will be merged with students downloading music from appropriate web sites. This is a rotation course.

Comp Tech 8:

Students will produce a research project. They will choose a topic, gather information about the topic from both electronic and print media, and then present that information in an organized way. They will learn basic research skills, getting organized, and writing the research paper using 16 steps. Additionally, students will learn basic robotics and coding using the Finch robots. This is a rotation course.



Family/Consumer Science 8:

Basic life management skills help students function and prosper as responsible teens. Units of study are money management, clothing care and basic hand sewing skills, foods and nutrition, and child care/babysitting. In addition, students learn about the community service graduation requirement. This is a rotation course.

Physical Ed:

Physical Education classes meet twice a week. Some of the activities students will be participating in include personal fitness, team sports, life-time activities, and recreational games.



Advanced Makers: This course will expose students to basic woodworking skills, incorporating an emphasis on problem solving. The projects created will be linked to the curriculum in major content areas. Students will be required to think creatively and use technology skills in complex applications, working both independently and collaboratively. Students will focus on the various skills within the areas of STEAM: science, technology, engineering, art, and mathematics.

Band/Choir 7/8: This is an elective course that meets 2/3 days per week.

Middle school prerequisites for advanced math courses:

1. For 6th grade pre-algebra to move on to 7th grade algebra 1:
 - Must earn 95% or higher for each of the 4 nine weeks
 - Must score 90% or higher on algebra 1 placement test
 - Must score proficient or advanced on the 6th grade math PSSA
2. For 7th grade algebra 1 to move on to 8th grade algebra 2:
 - Must earn final grade of 90% or higher or pass the algebra 1 Keystone
3. For 8th grade algebra 2 to move on to academic geometry:
 - Must earn final grade of 80% or higher

If a parent insists that their child move into an upper-level class without meeting all of the above pre-requisites, they must sign a form stating that they are making this decision against teacher recommendation.

SHARPSVILLE AREA SCHOOL DISTRICT

RESOLUTION APPROVING DEMOTION OF SPANISH INSTRUCTOR

WHEREAS, there has been a substantial decrease in pupil enrollment in the Sharpsville Area School District, namely from 1,326 students in the 2011-2012 school year to 1,134 students in the 2019-2020 school year and a projected 1,108 students in the 2020-2021 school year; and

WHEREAS, there has been a substantial decline in class and course enrollments; and

WHEREAS, the Superintendent has recommended that one Full-Time Spanish Instructor position be reduced to a Part-Time position.

NOW THEREFORE BE IT RESOLVED as follows:

1. One Full-Time Spanish Instructor position shall be reduced to a Part-Time (50%) Spanish Instructor effective at the beginning of the 2020-2021 school term.
2. Shandi N. Stewart, a professional employee, is hereby demoted from Full-Time Spanish Instructor to Part-Time (50%) Spanish Instructor effective as of the commencement of the 2020-2021 school term.
3. The Superintendent shall give appropriate notice to the aforementioned professional employee pursuant to the applicable provisions of the Collective

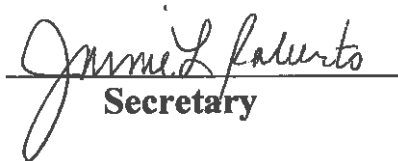
Bargaining Agreement (if any), the Public School Code and the Local Agency Law, and take all of the steps necessary in connection therewith.

4. Prior to the demotion becoming effective, the professional employee shall be given an opportunity to consent to the demotion, or request and receive a local agency hearing before the School Board for purposes of contesting any pending demotion.

RESOLVED, this 17th day of June, 2020.

ATTEST:

**SHARPSVILLE AREA SCHOOL
DISTRICT**


Secretary

By: 
Board President

SHARPSVILLE AREA SCHOOL DISTRICT

**RESOLUTION SUSPENDING /FURLOUGHING SECONDARY SCIENCE
TEACHER**

2020-21 School Year

WHEREAS, there has been a substantial decrease in pupil enrollment in the Sharpsville Area School District, namely from 1,326 students in the 2011-2012 school year to 1,134 students in the 2019-2020 school year and a projected 1,108 students in the 2020-2021 school year; and

WHEREAS, as a result of the decline in enrollment the District has an excess of teaching professional staff; and

WHEREAS, there has been a substantial decline in class and course enrollments within various programs; and

WHEREAS, in order to address the District's decline in enrollment and the resultant overstaffing, the Superintendent has recommended that certain professional positions be suspended or furloughed; and

WHEREAS, the Board of School Directors believes that the recommended changes will result in a more effective and efficient educational program.

NOW THEREFORE BE IT RESOLVED as follows:

1. As a result of the District's decline in enrollment, upon the recommendation of the Superintendent, the District's Secondary Science Program shall be curtailed and altered by eliminating one (1) full-time professional staff teaching position, and based upon certifications, evaluations and seniority the District shall suspend and furlough Merissa N. Malcolm effective at the beginning of the 2020-2021 school term.


2. The Superintendent will give appropriate notices to the aforementioned employee and take all other steps necessary in connection therewith.

3. In the event required realignment would result in an employee being laid off in lieu of the above stated employee, the Superintendent is hereby directed to give appropriate and timely notice to such alternate employee(s).

RESOLVED, this 17th day of June, 2020.

ATTEST:

**SHARPSVILLE AREA SCHOOL
DISTRICT**


Secretary

By: 
Board President

Sharpsville Area Middle/High School Athletic Handbook 2020-2021



**Sharpsville Area Middle/High School
301 Blue Devil Way
Sharpsville, PA 16150
724-962-8300**



Table of Contents

Letter from the Administration	4
Sharpsville Area School District Athletic Philosophy and Objectives for Athletics	5
Philosophy	5
Objectives	5
Organization of the Chain of Command	6
Athletic Overview	7
Athletic Programs	7
Minimum Participant Requirements	8
Coaches	8
Athletic Committee	12
Responsibilities for Equipment	12
Responsibility to Teammates, School and Community	12
Injury Procedure	12
Pre-Season Heat-Acclimatization Guidelines	13
Instructions to Student Athletes	13
Athletic Courtesy	13
PIAA Sportsmanship	13
Appropriate Communications	14
Eligibility	15
Age	16
Amateur Status and Awards	16
Attendance	17
Consent of Parent or Guardian	17
Comprehensive Initial Pre-Participation Physical Evaluation/Baseline Concussion Testing	17
Transfers	18
Period of Time After Eighth Grade, Participation, and Grade Repetition	18
Student Discipline (suspensions, detentions, etc.)	19
Academic and Curricular Requirements	19
Athletic Awards	20
Drug Policies	22
Off-Season	23
Off-Season Practices and Weight Room Rules	23



Coaches' Rules and Pre-Season Compliance	23
Hazing Policy.....	23
NCAA Eligibility	24
NCAA Information	24
Guide to College Bound Student	25
SAMPLE LETTER	26
SAMPLE RESUME.....	27
2020-2021 PIAA Dates of Interest	28
Athletic Handbook Parent/Guardian Receipt Acknowledgment.....	31

DRAFT



Letter from the Administration

Dear Parents and Student Athletes:

Welcome to the 2020-2021 athletic program. The purpose of this handbook is to outline our athletic programs in order to facilitate an enjoyable and productive athletic and academic year and provide student-athletes with many opportunities that stretch beyond the field of play.

The 2020-2021 athletic handbook contains information regarding athletic programs, eligibility, study tables, sportsmanship, district policies, rewards and participation requirements. Please review the information contained in this handbook in order to be aware of all policies that may impact student athletes in Sharpsville Area Middle/High School.

If you have any questions, please feel free to contact Athletic Director, Carla Hawthorne at the school by phone at 724-962-8300 ext. 1560 or via email at athletics@sasdpride.org.

Thank you and as always, Go Blue Devils!

John Vannoy
Superintendent

Carla Hawthorne
Athletic Director

Carol Houck
High School Principal

Heidi Marshall
Middle School Principal



Sharpshville Area School District Athletic Philosophy and Objectives for Athletics

Philosophy

The athletic program in the Sharpshville Area School District is designed to promote a wholesome atmosphere of good sportsmanship, teamwork, and competition among the students and to generate school spirit. The administration of the Sharpshville Area School District believes that the success of the athletic program is not necessarily measured by the record of the victories compiled by the various teams.

The administration would never presume to dictate to any coach the methods, style of play, or procedures used in preparing his/her squad for competition. However, there are several guiding principles which in keeping with the educational nature of coaching seem necessary to be established as an overall framework of operation for coaches.

Members of each squad will reflect the highest order of ability, behavior, actions, and attitudes. Such things as using tobacco, drugs, or profanity on the court, field, bus, school, etc. cannot be tolerated, and can only lead to an unsuccessful program and will require disciplinary action. This extends to every coach, assistant, and volunteer.

Athletic programs in the elementary school are designed to expose students to the sport. The goal is to learn how to play the game and to work on acquiring the necessary skills needed to participate in the program. Emphasis needs to be on offering a learning experience that of fun and not based on win/lose competition.

High school varsity, junior varsity and middle school programs are designed to maximize learned skills in competition representing our school. At these levels, not all team members may get in every contest. It is our hope that when the contest has been decided, free substitution will be utilized.

Effective coaching presumes efficient planning. Practice sessions as well as every phase of the entire sport activity must be planned in advance. Athletes participating in a PIAA sport are permitted at the same time to participate on teams not sponsored by the Sharpshville Area School District or PIAA. The PIAA sport practices and games take priority over the outside team. The student-athlete cannot be penalized by the coaching staff for participating in the out of school activity when it does not interfere with practices or competitions of the in-season PIAA sport.

Objectives

1. To provide natural outlets for students desiring to participate on teams in competition with other teams of similar ability.
2. To assist in the development of school and student morale.
3. To teach good sportsmanship and teamwork.
4. To help develop skills that have carry-over value in terms of leisure time.



Organization of the Chain of Command

Chain of Command

- A. Board of Education:** The board of education is responsible to the residents of the District and is the ruling agency for the Sharpsville Area School District. It is responsible for interpreting the needs of the community and requirements to the professional organization. Additional responsibilities include:
- Developing policies in accordance with state statutes and mandates in accordance with the educational needs and wishes of the people.
 - Approving professional staff and the means by which professional staff may make these policies effective.
 - Evaluating the interscholastic athletic program in terms of its value to the Community as well as adopt a budget.
- B. Superintendent of Schools:** The superintendent is responsible to administer the schools according to adopted policies of the board of education, rules and regulations of the State Department of Education, and in accordance with Pennsylvania Public School Code of 1949. It is his/her duty to establish a definite school athletic policy and to have an understanding of that policy. The superintendent shall represent the school district as its chief executive officer and its foremost professional educator in its dealings with other school systems, social institutions, and businesses.
- C. Principal:** The principal is the official representative of the school and is directly responsible for the general attitude of the student body and the conduct of the athletic affairs by the athletic director and the coach. By delegation and by established precedent, the school principal is the official school representative in matters dealing with Sharpsville athletics and conference affiliations.
- D. Athletic Director:** The athletic director reports directly to the principal. The primary responsibility of the athletic director is the administration and supervision of the interscholastic athletic program at Sharpsville Area Middle/High School. The athletic director's duties will be those described in his/her job description and any others as designated. He/she will provide the leadership necessary for the day-to-day operations of the athletic department.
- E. Head Coaches:** All head coaches shall be responsible to the athletic director for the total operation of their respective sports programs. Head coaches will be responsible for the normal duties required of interscholastic competition, those duties described in the coach's job description, and/or any duties delegated by the administration.



Athletic Overview

Athletic Programs

Sharpshooter's interscholastic athletic program consists of 14 varsity teams, 9 junior varsity (JV) teams and 6 middle school teams. Sharpshooter is a member school of the PIAA and District 10.

Fall Sports

Cheerleading

Varsity Cross Country (Boys and Girls)

Varsity Golf (Boys and Girls)

Varsity/JV Football

Varsity/JV Boys Soccer

Varsity/JV Girls Soccer

Varsity/JV Girls Volleyball

Middle School Football Middle

School Girls Basketball

Middle School Soccer (Boys and Girls)

Winter Sports

Cheerleading

Varsity/JV Boys Basketball

Varsity/JV Girls Basketball

Varsity/JV Wrestling

Varsity Unified Sports Bocce

Middle School Boys Basketball

Middle School Unified Sports Bocce

Middle School Wrestling

Spring Sports

Varsity/JV Baseball

Varsity/JV Softball

Varsity Track and Field (Boys and Girls)

Middle School Girls Volleyball

Middle School Boys and Girls Track and Field



Minimum Participant Requirements

Fall Sports

Football	22
Volleyball	12
Cross Country	15
Golf	5
Soccer	15

Winter Sports

Wrestling	13
Girls' Basketball	10
Boys' Basketball	10

Spring Sports

Track	30
Baseball	12
Softball	12

Any sport not meeting the minimum number of participants will be placed on probation for that year. The head coach of a sport that is placed on probation will be required to develop an improvement plan and meet with the athletic committee within 1 month of the completion of their season.

Coaches

Head coaches, assistant coaches and volunteers must have approval from the board of education, appropriate clearances on file with the district office and have documented completion of required coaching education courses on file prior to the start of their sport's official PIAA season in order to coach at a practice, scrimmage or in-season contest.

The head coach of each sport is charged with developing a consistent program from elementary through the varsity levels. The head coach throughout these levels should direct philosophies, strategies and expectations. Junior varsity, junior high and elementary coaches must recognize that their role is one of support to the head coach and his/her plan for program success.

Building security: Coaches are responsible to see that all doors and gates are locked prior to leaving from practice or returning from a game or scrimmage. There are to be NO students left by themselves.

Coaches are expected to develop team rules for all team members. These rules should be distributed to all athletes and are to be upheld. A copy of the rules must be submitted to the athletic department prior to the start of the respective sport season. Coaches are to have parent(s)/guardian(s) sign and acknowledge that they received and understand team rules.



Coaches develop a practice schedule. Practice schedules are to be scheduled through the athletic director or his/her designee. Teams are to practice throughout the season, including Saturdays. With prior approval from the superintendent, teams may practice on Sunday; however, a team may not practice or compete for seven consecutive days. All sports should practice 5 to 6 days a week. These are not intramural sports. The head coach and all assistants must attend all practices. Practices need to be structured.

All coaches must communicate with the athletic director, high school principal and middle school principal throughout their season.

All coaches must realize that there are a limited number of athletes available to participate in various activities. Coaches should work with all athletes. Coaches are expected to cooperate in all areas to avoid conflicts in scheduling games or practices; no coach is to place students in difficult situations that require them to choose between activities. It is the head coach's decision whether or not he chooses to cut any players.

Coaches must make sure that all players meet PIAA and school district eligibility requirements. At no time should an ineligible player participate in a contest or scrimmage. Ineligible players may practice but they are not to dress for contests. Ineligible players are expected to sit on the bench or stand on the sidelines with the team.

Coaches are responsible for using purchase requisitions when placing an order. Coaches are responsible for staying within the individual sport's budget. No budget/materials can be order prior to July 1 of the applicable fiscal year. No orders will be placed without a purchase order created.

The head coach is responsible for attending a PIAA sanctioned rules meeting each year. Failure to do so will result in the district being fined \$100.00. This fine will be taken from the individual sport's budget, not the athletic account. All coaches must uphold all school district, District X and PIAA rules and policies.

Students and coaches may participate in school-sponsored or community-sponsored recreational programs, clinics and camps as long as the participation is voluntary. The school cannot organize inter-scholastic athletic activities such as tryouts, or practice outside of the season, as specified by the PIAA.

The head coach must make sure that all athletes are properly supervised at all times which includes playing/practice areas, locker rooms, away sites and on the bus. The head coach must ride the bus.

Practices: Students practicing at all school gymnasiums must be supervised and kept out of the hallways. Family members are not to accompany athletes to practice.

All coaches should enforce pride regarding each player's behavior both on and off the playing field or floor.



Coaches are responsible for ensuring that new students who have applied for enrollment with the district have been fully vetted and cleared by the administration before they are eligible to participate in any in-season or out-of-season activities.

An Accident and Personal Injury Report form must be submitted to the high school/middle school office within 24 hours of a workplace student/staff/coach injury or accident resulting in the need for medical attention regardless of lost time or no lost time. If necessary, attach a letter detailing any additional information that may be pertinent to the incident. Be sure to include the date of the injury, the individual(s) injured, a description of the accident and any additional remarks that are necessary. Once completed, be sure to prepare to duplicate, submit 1 copy to the high school/middle school office and send 1 copy to the superintendent's office if medical treatment is beyond the capability of the school,

At the end of each season, all coaches are required to turn in a statistics spreadsheet of all players and any scorebooks pertaining to the sport. All coaches are to keep accurate records for all players. If using digital means of scoring, a flash drive must be turned in with all stats. This is for the varsity level only.

The Sharpshooter Area School District Athletics' Program recognizes and supports its coaches' and booster organizations' right to freedom of speech, expressions, and association, including the use of social networks. In this context, each coach/booster officer must remember that participating in and supporting the Sharpshooter Area School District is a privilege and not a right. The coaching staffs and booster organizations represent the school district, and therefore, they are expected to portray themselves and the school district in a positive manner at all times. Any online postings must be consistent with federal and state laws, as well as team and school district rules and regulations (including those listed below). Coaches' Behavior: Each coach representing the Sharpshooter Area School District will conduct him/herself in a professional and responsible manner at all times.

Specifically prohibited behaviors include but are not limited to:

- A. Sexually explicit, profane, lewd, indecent, illegal, or defamatory language/actions
- B. Derogatory language regarding school personnel or other students/team members/coaches
- C. Comments designed to harass or bully students/team members/coaches and/or school personnel
- D. Nude, sexually-oriented or indecent photos, images, or altered pictures

Any violations found through a principal investigation, which disrupts or interferes with the educational process in any manner, may result in suspension, removal from team, etc. Unacceptable behavior includes, but is not limited to:

- A. Use of obscene or offensive language:



There will be a zero tolerance for any obscene or offensive language used by any member of the coaching staff at any time. If obscene or offensive language is used it will result in a one game suspension. If the action results in disqualification of a coach, then an additional game will be added to the suspension. Additional penalties may be added at the discretion of the PIAA. This also applies to players as well.

- B. Physically abusing a student/athlete at any time.
- C. Publicly displaying anger that may be interpreted as action unbecoming a professional.
- D. Placing any student/athlete in a situation that could be dangerous for the safety and well-being of that student/athlete.
- E. Leaving school/field after practice or game before the students have left; students are to be supervised at all times.

Social media has become ingrained in today's society. The wide variety of social networking tools presently available provides students easy access to share important news and events with each other. Social media technologies such as Twitter, Facebook, Instagram, Snapchat, Internet forum, weblogs, social blogs, micro blogging, Wikis, podcasts, photographs, video rating, social bookmarking, and others have many benefits in our world; however, they can also be disruptive when inappropriate social media postings occur. Using these communication tools in an inappropriate manner can have negative consequences, especially if unkind words or threats are used with intent to hurt others.

Coaches should develop rules for traveling, appearance, and behavior at the athletic contest. The bus should not be left unclean (all litter is to be discarded) or damaged in any fashion. Coaches are responsible for their team's behavior and actions. Coaches are responsible for reviewing away game visiting locker rooms/facilities before allowing Sharpville student-athletes in to help prevent false accusations of damage.

All scrimmages must be cleared with the athletic director so that transportation, officials, and the like may be scheduled.

All transportation must be scheduled through the athletic director. Players must be transported on approved transportation, only. The head coach is responsible for determining departure times and for departing on time. Early dismissals from school require pre-approval by administration and requests should be limited.

In the case of a late arrival from away events, the following guidelines will be used for arrival to school the following day. In the case of a bus arriving between 12:00 a.m. and 1:00 a.m., the students who were on the bus for the event will have their starting time extended to 9:00 a.m. In the case of a bus arriving later than 1:00 a.m., the students who were on the bus for the event will have their starting time delayed to 10:00 a.m. This is only to be utilized in the case of a bus failure, an accident that is not preventable by the Head Coach and their coaching staff or if an athletic contest went longer than expected. It does not allow for any pre-planned stops. In addition, the high school office should be notified of the situation the following morning by 7:40 a.m. The delayed starting time



will be strictly adhered to and the same policies will be in effect for any tardiness past the designed time.

Meals will be provided for all games over 80 miles round trip and leaving after school by request of the head coach. Any overnight trip needs school board approval. If staying overnight, the head coach must stay with and supervise the team. The head coach needs to stay at the same hotel with the team. All players must ride the bus to and from games or scrimmages unless other arrangements are made with the coach.

Athletic Committee

The athletic committee shall recommend athletic policy to the school board. The athletic committee or superintendent shall recommend to the school board personnel for employment in the Sharpshooter Athletic Department. In addition, the athletic department will contribute to a more effective, broader athletic program. The athletic committee shall be comprised of the following members: superintendent, school board president, ex-officio, 3 school board members – selected by the president of the board, building level principal and athletic director. The athletic committee shall meet monthly. A member of the school board will act as chairperson of the committee and will be appointed to this position by the school board president. Head coaches are welcomed to attend meetings.

Responsibilities for Equipment

The head coach will be responsible for the supervision, distribution and collection of school district equipment (see inventory form). Athletes are responsible for all athletic equipment issued to them. Theft will not be tolerated. You are urged to make use of a lock on any athletic locker. Issued equipment that is not returned or is damaged beyond repair must be replaced with the original equipment or paid for (at market price). Players who do not comply with these regulations will be ineligible to participate on any other school athletic teams, receive a report card, or have credentials transferred to other schools until their debts are resolved.

Responsibility to Teammates, School and Community

As a student athlete you must always keep in mind that your actions reflect upon your team, your school, and your community. It is important that you recognize that you are one piece in a rich history of successful athletics at Sharpshooter. Student athletes are responsible to conduct themselves with sportsmanship in mind.

****A student athlete may be ruled ineligible to compete in a competition for behavior or conditions that are detrimental to the team, school, or community.****

Injury Procedure

The certified athletic trainer (ATC) and/or team physician will be responsible for the prevention, management, and treatment of all athletic injuries. All injuries must be reported to the athletic trainer as soon as possible. Parents/Guardians will be notified of any serious injuries. The athletic



trainer, not a coach, will determine whether an injured player is capable of participation in practices and contests.

Any student athlete that receives treatment from a physician or physical therapist as recommended by the athletic trainer as a result of possible injury, must provide a medical release to the athletic trainer before returning to participation in his/her sport.

Pre-Season Heat-Acclimatization Guidelines

Practice or competition in hot and/or humid environmental conditions poses special problems for student-athletes. Heat illness is a primary concern in these conditions. Although deaths from heat illness are rare, constant surveillance and education are necessary to prevent heat-related problems.

Core Principles:

- **Acclimatization Period:** During the first five days of football practice, helmets and shoulder pads with shorts are permitted with no contact.
- These practices are limited to 5 hours of practice daily for the 5 days of heat acclimatization. Practice sessions may be no longer than 3 hours in length and teams must have 2 hours of rest (recovery period) between sessions.
- If more than 48 hours occurs between the conclusion of the heat acclimatization program and the first day of practice, the program will not have its intended effect medically. Therefore, these practices are not limited to five hours per day with no contact on the fifth day since it is prior to the start of the stipulated fall season.

Instructions to Student Athletes

These basic rules provide guidelines to the student athletes regarding the school building and practice sessions:

- Athletes are not permitted in any part of the building after school except those areas designated by their coaches or the athletic director.
- Athletes should report promptly to after school practices. No practices are to be arranged in the school without the presence of a coach or supervisor.
- Students are only to stay after school if a coach is present.
- Athletic shoes with spikes are not to be worn in the school building.
- Athletes will not be permitted to practice or play in contests without a physical and/or baseline concussion test on file at the school.

Athletic Courtesy

PIAA Sportsmanship

It is unconscionable that a school or any of its employees would subvert the high purposes of interscholastic athletics by condoning any violation of the rules. To involve boys or girls in any practice or procedure which "gets around the rules" is unworthy of a person associated with athletics.

**Athletic Courtesy**

Athletics should foster clean sports. It is the privilege and duty of every person connected with athletics to exemplify these principles in that person's own actions and earnestly advocate them before others.

- A. Contest rules are to be regarded as mutual agreements, the spirit or letter of which no honorable person would break. The stealing of advantage in sport is theft.
- B. No advantages are to be sought over others except those in which the contest is understood to show superiority.
- C. Unsportsmanlike or unfair means are not to be used, even when opponents use them.
- D. Visiting Teams are to be honored guests of the home team, and should be treated as such.
- E. No action is to be taken nor course of conduct pursued which would seem unsportsmanlike or dishonorable if known to one's opponent or the public.
- F. Remember that student-spectators represent their school the same as student-athletes.
- G. Any spectator who continually shows poor sportsmanship should be requested not to attend future contests.
- H. Decisions of contest officials are to be abided by, even when they seem unfair. Contest officials and opponents are to be regarded and treated as honest in intention.
- I. In contests when opponents conduct themselves in an unbecoming manner, and when contest officials are manifestly dishonest or incompetent, future relationship with them should be avoided.
- J. Good points in others should be appreciated and suitable recognition given.

Student-Athletes Should:

- A. Conduct themselves in a sportsmanlike manner.
- B. Not use profanity, obscene gestures, and/or obscene language.
- C. Not seek to provoke opponents, contest officials, or spectators to engage in improper conduct.
- D. Not seek to injure opponents.

Appropriate Communications

Coaches and the Athletic Director are responsible for communicating information regarding the athletic program to parents. Parents are responsible for understanding the athletic program's rules, regulations, and requirements and the coaches' expectations.

Communication/Information Coaches Should Provide to Parents:

- A. Eligibility and playing criteria
- B. Coach's expectations of players and their parents
- C. Locations and times of all practices and contests
- D. Team requirements (i.e. special equipment, off-season conditioning, etc.)
- E. Team rules, guidelines, and disciplinary procedures
- F. Lettering requirements
- G. Information regarding procedures to contact coaches



Communication / Information Parents Should Provide to Coaches:

- A. Notification of any schedule conflicts well in advance
- B. Specific concerns in regard to the coach's philosophy and/or expectations
- C. Information regarding student injuries and medical condition

Appropriate Concerns for Parents to Discuss with Coaches:

- A. Treatment of their child
- B. Ways to help their child improve
- C. Concerns about their child's behavior

Issues NOT Appropriate to Discuss with Coaches:

- A. Playing time / positions / assignments
- B. Team strategy
- C. Play calling
- D. Other student athletes

Procedures for Discussing Parental Concerns:

- A. Parents should not confront coaches or engage in discussion with coaches, either in person or via telephone, immediately before or after a practice or on a game day as discussions during times of high emotions do not promote resolution of issues. Concerned stakeholders should adhere to a 24-hour waiting period before contacting coaches with concerns regarding athletic contests.
- B. Parents may discuss concerns with coaches via the telephone or request a meeting with the coach.
- C. If a parent meeting is desired, the parent should call the coach to schedule an appointment in advance.
- D. If the coach cannot be reached, the athletic director should be contacted to schedule the meeting.
- E. If the meeting with the coach does not provide satisfactory resolution, the parent may schedule an appointment with the athletic director to discuss the situation.
- F. Coaches may also schedule a meeting with the athletic director to discuss issues with parents.
- G. The proper chain of command for parents is as follows:
 - a. Coach
 - b. Athletic Director
 - c. Principal
 - d. Superintendent

Eligibility

Know Your Eligibility Rules

A student who participates in interscholastic athletics at a school which is a member of the Pennsylvania Interscholastic Athletic Association (PIAA) must adhere to PIAA eligibility rules. If you fail to comply with these rules, you will lose your eligibility



to participate in interscholastic athletics. If you participate while ineligible, you, your school and/or Team will be penalized including potential forfeiture of wins, entire seasons, championships and records. It is, therefore, important for you to be aware of the applicable eligibility provisions.

The information contained herein highlights and summarizes the major eligibility requirements you must meet to participate in interscholastic athletics. It does not list every rule or every detail. Unless otherwise indicated, each requirement applies to students in grades 7 through 12, inclusive.

The Principal of your school is responsible for certifying the eligibility of all students representing your school in interscholastic athletics. If you have any questions concerning your athletic eligibility, either now or in the future, you should discuss the matter with your school principal or athletic director. If they are uncertain about a matter, they can request, from your local PIAA District Committee and/or PIAA executive officers, guidance and even a formal ruling as to your athletic eligibility. A complete copy of the PIAA eligibility rules may be viewed on the PIAA Website at www.piaa.org, or may be obtained from your principal or athletic director.

Age

To be eligible to participate in grades 9 through 12, you must not have reached your 19th birthday by June 30th immediately preceding the school year. Where participation is limited to grades 7 and 8, you may not have reached your 15th birthday by June 30th immediately preceding the school year; where participation is limited to grades 7 through 9, you may not have reached your 16th birthday by June 30th immediately preceding the school year.

For more information regarding amateur status and awards please see Article I Age of the PIAA By-Laws.

Amateur Status and Awards

To be eligible to participate in a sport, you must be an amateur in that sport. Amateur status, and eligibility, is lost if you, or your parent(s) or guardian(s), receive money or property for or related to your athletic ability, participation, performance, services, or training in a sport.

You may receive awards only from your school or school-affiliated booster club, the sponsor of an athletic event, a non-profit service organization approved by your school Principal, or the news media. Permissible awards include items of apparel, a blanket, watch, ring, scroll, carry-on or warm-up bag, photograph, medal, plaque, or similar award, which must bear appropriate institutional insignia or comparable identification. The fair market value of items provided to you may not exceed \$500.

For more information regarding amateur status and awards please see Article II Amateur Status and Awards of the PIAA By-Laws.



Attendance

School of Attendance

You must be regularly enrolled in and in full-time attendance at a PIAA member school, or be home-schooled. Generally, you are eligible only at the school at which you are enrolled or, if a homeschooled student, at a public school in the public school district in which you reside. Charter School or Cyber Charter School students should consult with your Principal to determine the school at which you are eligible.

Daily Attendance

Student athletes must be in attendance at school or attending a school-sponsored activity (to be considered a full day, you must arrive by 10:00 a.m.) to participate in athletic activities that day. If a student athlete arrives after 10:00 a.m. they shall be ineligible on that day. Arriving by 10:00 a.m. is defined as being signed in at the office by that time.

Exceptions may be made if the student has a written or otherwise confirmed medical, dental, counseling appointment, college visit or other previously approved excuse (approved by the school pPrincipal). (District Policy 123)

Students must be in attendance until at least 11:30 a.m. to participate in athletic events on a given day. If a student leaves school for an unexcused reason prior to 11:30 a.m., they may be ineligible for the day.

If you are absent from school during a semester for a total of 20 or more school days, you will lose your eligibility until you have been in attendance for a total of 45 school days following your 20th day of absence. (Section III pg. 13 PIAA By-Laws)

Consent of Parent or Guardian

You are eligible only if there is on file with the Principal of your school or his/her designee a certificate signed by your parent(s) or guardian(s) consenting to your participation in practices, Inter-School practices, scrimmages, and/or vontests in the particular sport involved. This consent form is contained in the CIPPE form (see below).

Comprehensive Initial Pre-Participation Physical Evaluation/Baseline Concussion Testing

You are eligible only if you have completed a comprehensive initial pre-participation physical evaluation ("CIPPE"), performed by an Authorized Medical Examiner (as that term is defined in the GLOSSARY of the PIAA By-Laws) before your first sport season's first Practice of that school year. If you seek to participate in subsequent sport(s) in the same school year, you may be required to be re-evaluated and re-certified that your physical condition is satisfactory. Check with your principal or athletic director to determine whether re-evaluation and re-certification is needed.



In all cases, an Authorized Medical Examiner must certify, on the PIAA CIPPE form, as to your physical fitness to participate. A CIPPE may be performed no earlier than June 1st; and, regardless of when performed during the school year, remains effective only until the next May 31st. Only one physical/CIPPE form is required per school year regardless of the number of sports a student athlete participates in (i.e. you do not a physical before football season and then again before basketball).

All Student-Athletes must complete a Baseline Concussion Test with the school's athletic trainer prior to participation.

Transfers

You are treated as having transferred whenever you change schools, even if you are promoted to a higher level school or are out of school for a period of time before entering the new school. If your transfer from one school to another is materially motivated in some way by an athletic purpose you will lose your athletic eligibility in each sport in which you participate within a period of one year immediately preceding the date on which you transferred. This requirement applies even if you would be otherwise eligible at the school to which you transferred.

The principal and athletic director of each school may sign off on your transfer. If one side feels that your transfer is athletically motivated, there may be a hearing in front of the District 10 committee to determine your eligibility. The District 10 committee at this hearing will make final eligibility decisions, unless one party appeals to the PIAA Board of Directors. **(PIAA By-Laws Article VI)**

Period of Time After Eighth Grade, Participation, and Grade Repetition

Your athletic eligibility extends only until you have reached the end of your fourth consecutive year beyond the eighth grade. Therefore, if you repeat a grade after eighth, you will be ineligible as a senior.

Additionally, you may participate in (a) a maximum of six seasons in each sport during grades seven through twelve, (b) a maximum of four seasons in each sport during grades nine through twelve, and (c) a maximum of three seasons in each sport during grades seven through nine. You may participate in only one season in each sport during each school year. **(PIAA By-Laws Article VII)**



Student Discipline (suspensions, detentions, etc.)

All student's athletes must realize that academics always come before athletics and participation in athletics is a privilege not a right. Student athletes must display proper conduct while at school, on the way to and from school and while participating in or attending any school related activity or function.

Students may be ineligible to participate in athletics if:

The student is serving in-school suspension

May not be permitted to participate in any practices, games, etc., during the suspension

If the student is serving out-of-school suspension

Will not be permitted to participate in any practices, games, etc., during the suspension period

The student is placed in alternative education

May not be permitted to participate in any athletic programs without special permission from the principal

Athletic obligations are not excuses for missing detentions and tutoring sessions.

Parental requests to withhold athletic activities may be obliged.

Involvement in delinquent, gang affiliation or criminal activity in or out of school may result in ineligibility or dismissal from the team.

Head coaches may hold consequences for student athletes as per their team rules.

Academic and Curricular Requirements

Grade/eligibility requirements for all student-athletes in Sharpsville Middle/High are:

You must pursue a curriculum defined and approved by your Principal as a full-time curriculum.

Academic eligibility shall be determined on a weekly basis during each grading period. Students' grades will be reported to the principal by 11:00 a.m. each Friday or the last day of the school week.

All aspects of student effort shall be considered in the grading process: tests, quizzes, projects, homework, class participation, etc. The grade given at the end of each week is cumulative and shall be the same one the student would receive on the report card at that time.



A student who is not achieving a grade of sixty percent (60%) or greater in two (2) or more core curriculum subjects (courses for which English, mathematics, science or social studies credits are awarded), by the 11:00 a.m. deadline at the end of the week, shall be so notified and shall be ineligible to participate in interscholastic activities and should attend and participate in the school tutoring program for the subjects in which his/her failing (60% or less) grades have been received. Ineligibility for participation shall mean playing in games, contests, or events and/or traveling with the team to away games, contests, or events, but practicing with the team shall be permitted.

In addition, a student must meet all PIAA eligibility requirements to be eligible to participate in interscholastic athletics. These requirements include an academic requirement, as of the date of this policy, that a student must be passing at least four (4) credits to remain eligible.

Ineligibility will begin on Sunday (12:00 a.m.) following the Friday a student fails to meet academic requirements and will last through the following Saturday (11:59 p.m.). However, if ineligibility occurs with less than a week of school available for the student to improve his/her grade due to the winter break, the student shall be ineligible for the remaining school days prior to the beginning of the winter break, but then shall be eligible until school resumes after the winter break.

A student on the ineligible list has the right to review his/her grade with each teacher who placed the student on the list.

The head coach or designee is responsible for receiving the eligibility list each Friday by 3:00 p.m. and it is the responsibility of the head coach to notify the athlete and/or parent/guardian and see to it that the student complies with the eligibility policy and does not participate in contests during the period of ineligibility.

Athletic Awards

Requirements for lettering in a sport will be determined by that sport's head coach. If any problems arise due to extenuating circumstances, a committee composed of the principal, athletic director, and the head coach shall make the final decision. The head coach will then inform the athletic director of the names of student athletes that lettered in each sport each season.

Awards

- A. Six-inch chenille letter and certificate – all varsity sports, including cheerleading. A letter will be awarded to an athlete the first time he/she meets the qualifications of each sport.
- B. The second year a participant meets the requirements he/she will receive a leatherette certificate and a metal insignia for that sport.
- C. The third year a participant meets the requirements he/she will receive a 5 ½" by 7" silver plated plaque and service bar.
- D. The fourth year a participant meets the requirements he/she will receive an 8" by 8" gold plated plaque.

**General Criteria**

- A. Attendance/Participation – Athletes should attend all practices unless excused by the head coach. Athletes must compete the entire season, including District and State competition in order to earn a letter.
- B. Sportsmanship – Athletes should realize that they are representing their school and community and should conduct themselves in such a manner that they are unquestionable assets to both.
- C. Adherence to Training Rules – Athletes must abide by the training rules set forth by the head coach and the athletic department.
- D. Interscholastic Competitions – Participants must compete in Pennsylvania Interscholastic Athletic Association approved interscholastic varsity level sports or competitions.

Specific Criteria

Specific criteria in meeting the requirements for a letter are as follows:

- A. Football/Basketball – must participate in at least 50% of all varsity games (excluding scrimmages)
- B. Golf/Girls' Volleyball – must participate in at least 50% of all varsity matches
- C. Wrestling – must participate in at least 50% of all varsity matches and score at least a total of 8 team points
- D. Baseball/Softball – must participate in at least 50% of the innings played during the season
- E. Soccer – must participate in at least 50% of all varsity matches (excluding scrimmages)
- F. Track/Cross Country – must participate in at least 50% of all varsity meets and score at least 21 points
 - a. Dual Meet Requirements:
 - i. First Place – 5 points
 - ii. Second Place – 3 points
 - iii. Third Place – 1 point
 - b. Invitational Requirements:
 - i. First Place – 10 points
 - ii. Second Place – 8 points
 - iii. Third Place – 6 points
 - iv. Fourth Place – 4 points
 - v. Fifth Place – 2 points
 - vi. Sixth Place – 1 point
 - c. Standard set at all athletic Invitational
 - i. The athlete will receive 10 points for district qualifying standards set by the Pennsylvania Interscholastic Athletic Association in their individual events. Relay standards are set by the coaches because the District does not have a set time. Athletes reaching the coach's standard will also receive 10 points and will be eligible to compete at the District Ten meet.
- G. Cheerleading – All cheerleaders, regardless of grade, are eligible to cheer for any sport. Only varsity squads can letter. Lettering is achieved by the number of games attended per season. All girls must enthusiastically participate 90% of designated season games excluding tournaments. If a cheerleader misses more than 10% of the games, a valid excuse is required (example: death in family). Working is not a valid excuse.



H. Bocce – must participate in at least 50% of all varsity matches. This includes the “helper” for the Bocce participant.

I. Special Situations:

- a. Managers: Fulfill the duties assigned by the head coach. Recommendation of the head coach shall determine award winners.
- b. Two Years in the Same Sport: Any athlete who participated in the same sport during his/her junior and senior years and did not meet the specific requirements for a letter, may be recommended for a letter by the head coach.
- c. Trainers: Fulfill the duties assigned by the head coach. Recommendation of the head coach shall determine award winners.
- d. Injured Athletes: An athlete who has been injured and cannot complete the season or who cannot meet the requirements of that sport may receive a letter upon the recommendation of the head coach.

Letterman Jackets

Letterman jackets are optional to purchase. Letterman jackets are purchased by the student athlete, not by the school district.

Drug Policies

Controlled Substances/Paraphernalia – District Policy 227

The use of drugs in any manner, and/or for the intent of enhancing athletic performance, is prohibited and is a violation of both the District’s Athletic Policy and Discipline Code. Drugs may include but are not limited to, any drug sold or distributed for the purpose of athletic enhancement and those referred to in the student handbook.

A violation of this policy will result in an immediate suspension from school for a period of ten days and referral for a drug and alcohol assessment. During this period of time, the student-athlete is not permitted to participate, whether it is practice or competition. Upon the student’s return to school, they will be permitted to return to the team under a probationary status and must submit to a drug test at the parent’s expense.

A second offense of this nature, as it relates to any aspect of school jurisdiction, is an immediate ten-day suspension and referral to the board of education for expulsion. In conjunction with a second offense the student will not be permitted any future participation in athletics within the Sharpsville Area School District until they return to school.

We are here to help our student-athletes in any way possible. A self-referral of a drug or alcohol problem will be dealt with and assessed on a case by case basis.

Coaches may not distribute any performance enhancers/substances. Any coach who violates this policy will be subject to disciplinary action by the board of education.

Note: It is the responsibility of the athletic director, head coaches and their staff to communicate this policy to all student-athletes.



The district policy # 227 - Controlled Substances/Paraphernalia are available online at www.sharpsville.k12.pa.us or via request.

Off-Season

Off-Season Practices and Weight Room Rules

All weight room and off-season conditioning activities are to be held under the supervision of the head coach and/or assistant coaches who have appropriate approval and clearances on file with the district office. Facilities necessary for these activities shall be scheduled in advance with the athletic director and facilities manager to avoid schedule conflicts and activities shall be in accordance with district policy # 707 - Use of School Facilities.

All doors must be secured and locked. All weights and equipment must be cleaned up and put away at the conclusion of each session.

Coaches' Rules and Pre-Season Compliance

Each head coach is trusted by the Sharpshville Area School District to execute effective offseason programs and conditioning sessions. These sessions must all adhere to the PIAA by-laws and all district policies.

Student athletes are urged to comply with the head coach's programs in order to effectively prepare themselves for upcoming athletic seasons. Pre-season compliance is a terrific method to reach your potential as an athlete.

See PIAA By-Laws Article XVI for more information.

Hazing Policy

The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. For purposes of this policy **hazing** is defined as any activity that recklessly or intentionally endangers the mental health, physical health or safety of a student or causes willful destruction or removal of public or private property for the purpose of initiation or membership in or affiliation with any organization recognized by the board.

Any hazing activity, whether by an individual or a group, shall be presumed to be a forced activity, even if a student willingly participates. The Board directs that no administrator, coach, sponsor, volunteer or district employee shall permit, condone or tolerate any form of hazing.

Each incident of hazing will be individually investigated by district administration and all parties involved will be subject to appropriate disciplinary action. Hazing will not be tolerated by the Sharpshville Area School District.



The District Policy # 247 - Hazing are available online at www.sharpsville.k12.pa.us or via request.

NCAA Eligibility

NCAA Information

Student athletes should conduct a meeting with their high school coach(es) at the end of their junior season. Students should let their coaches know that they are very interested in participating in college athletics and should discuss their potential as an NCAA Division I, II, or III player. Athletes should not be afraid to ask for their coach's help in the recruitment process. Coaches will help students, but there are limitations as to how much they can do. There are over 3000 colleges and universities that offer athletic programs. Contacting each and every one of them is impossible for a high school coach.

Levels of Play:

1. National Collegiate Athletic Association (NCAA)

- NCAA Division I. This is the highest level of play and they offer the most scholarships. These are the large schools with large student populations.
- NCAA Division II. Smaller specialty schools that provide scholarships as well as financial aid grants.
- NCAA Division III. No athletic scholarships but many high school graduates receive academic scholarships, financial aid, grants, and jobs on campus, also known as work study programs.

2. National Association of Intercollegiate Athletics (NAIA)

- NAIA can give athletic scholarships as well as other benefits to enable a player to attend school.

3. National Junior College Athletic Association (NJCAA)

- Financial aid is provided for the cost of tuition and books. If you are not ready physically or mentally to attend a 4-year college, then a junior college that offers athletic programs may be the answer.

Once a student has established that participating in college athletics is a goal, an athlete should begin to market him/herself. A student can only be offered a college scholarship if a college coach or scout has had an opportunity to see the student/athlete play. Therefore, it is important that students market themselves to the colleges of their choice.



Guide to College Bound Student

The following are some recommendations to aid the student/athlete in his/her quest to seek a college scholarship:

1. Go to the guidance office or the internet and obtain addresses of the colleges that you would be interested in attending both for academics as well as athletics. Pick a school that you would be happy attending even if you were not going to participate in athletics.
2. Prepare a letter to be sent to college coaches (sample attached).
3. Prepare a resume of your career (sample attached).
4. Prepare a highlight tape and game tape to send **upon request** from the coach of the college/university that you have sent your resume to (be sure to label your game tape with the appropriate information – name, address, school name, etc.)
5. Do not send whole games. Create a highlight film that lasts about 5 minutes. If this tape sparks a coach's interest then he/she will request more film at a later date.
6. If you participate in an AAU type of summer activity for your particular sport, include a summer schedule for the coach to be able to come and see you play.
7. Send the information before you are in your junior and/or senior season. The best advice would be to send it immediately after the signing of the last recruiting season ahead of you.

The majority of the colleges will send you a questionnaire; complete it and return it to the colleges immediately. Complete all questionnaires regardless if you are interested in the school.

If you are an outstanding student, you may have opportunities to obtain athletic and academic scholarships. Many of the top academic universities have stringent minimum academic entrance requirements where many athletes cannot qualify. Talk with your guidance counselor/coach to obtain the names of academic universities in which you may obtain an athletic scholarship. This is a great opportunity for you if you are an outstanding student.

It is suggested that you attend a summer camp to increase your chances of being noticed. You will have the opportunity to perform in front of the college coaching staff for four or five days. Your high school coach or the athletic director can help you obtain information for summer camps.

If all else fails, you have the opportunity to walk on at the college of your choice and have the chance to earn a college scholarship later. It is very feasible to walk on a team and earn a partial or full scholarship for your remaining years if you become a starter.



SAMPLE LETTER

Your Address

Date

College Address

Dear Coach (Coach's last name):

I am currently a junior at Sharpsville Area High School, which is located in Sharpsville, Pennsylvania. I will graduate in the spring of (Graduation Year) and am very interested in (name of university/college) and the programs, both athletic and academic, that you have to offer.

I play (position and/or sport) and after having a very successful junior season, I am looking seriously at the possibility of continuing to play at the college level. Would you please evaluate my credentials and give me your consideration as a scholarship candidate? I have enclosed a resume and I can provide a highlight tape from my high school career upon request.

Your consideration would be greatly appreciated, and I look forward to hearing from you soon.

Sincerely,

(your name typed here)

Enclosures:

Resume

Highlight Video

Letters of Reference



SAMPLE RESUME

Personal Information

Name: _____

Address: _____

Phone: _____

City, State, Zip: _____

Parents: _____

Year of Graduation: _____

Height: _____

Weight: _____

40 Time: _____

High School Information

Sharpsville Area High School
301 Blue Devil Way
Sharpsville, PA 16150

Sharpsville High School Coach: _____

Phone: _____

Sharpsville High School Counselor: _____

Phone: _____

Sharpsville High Sport(s): _____

Academic Performance

GPA _____

PSAT: Verbal: _____

SAT: Verbal: _____

ACT: _____

Class Rank _____

Math: _____

Math: _____

College Interests

Academic area (major) you wish to pursue in college: _____

Sport(s) you wish to play in college: _____



2020-2021 PIAA Dates of Interest

2020-2021 PIAA SCHEDULE OF SPORTS' EVENTS RELATED INFORMATION			SITE
2020 PIAA FALL SPORTS			
GOLF – 2 classes			
First Practice Date	August	17	
Minimum Length of Preseason Practice	3 days		
First Inter-School Practice or Scrimmage Date	August	20	
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2		
First Regular Season Contest Date	August	20	
Maximum Length of Regular Season	9 weeks		
Maximum Number of Regular Season Contests	18		
Last Regular Season Contest Date and District Deadline	October	17	
East Region Deadline	October	19	Golden Oaks Golf Club, Fleetwood
West Region Deadline	October	19	Toni's Run Golf Course, Blansville
PIAA Golf Championships – Individuals & Team	October	23, 27, & 28	Heritage Hills Golf Resort, York
GIRLS' TENNIS – 2 classes			
First Practice Date	August	17	
Minimum Length of Preseason Practice	1 week		
First Inter-School Practice or Scrimmage Date	August	22	
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2		
First Regular Season Contest Date	August	24	
Maximum Length of Regular Season	10 weeks		
Maximum Number of Regular Season Contests	18		
District Deadline Girls' Team Tennis	October	24	
First Round Girls' Team Tennis	October	27	
PIAA AA & AAA Girls' Team Tennis Championships	October	30 & 31	Hershey Racquet Club, Hershey
Last Regular Season Contest Date and District Deadline - Individuals	October	31	
PIAA AA & AAA Girls' Singles and Doubles Tennis Championships	November	6 & 7	Hershey Racquet Club, Hershey
CROSS COUNTRY – 3 classes			
First Practice Date	August	17	
Minimum Length of Preseason Practice	3 weeks		
First Inter-School Practice or Scrimmage Date	August	22	
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2		
First Regular Season Contest Date	September	4	
Maximum Length of Regular Season	9 weeks		
Maximum Number of Regular Season Contests	18		
Last Regular Season Contest Date and District Deadline - Individuals	October	31	
PIAA A, AA & AAA Cross Country Championships	November	7	Parkview CC Course, Hershey
GIRLS' VOLLEYBALL – 4 classes AND WATER POLO			
First Practice Date	August	17	
Minimum Length of Preseason Practice	3 weeks		
First Inter-School Practice or Scrimmage Date	August	22	
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2		
First Regular Season Contest Date	September	4	
Maximum Length of Regular Season	10 weeks		
Maximum Number of Regular Season Contests	22		
Last Regular Season Contest Date and District Deadline	November	7	
Girls' Volleyball First Round	November	10	
Girls' Volleyball Quarterfinals	November	14	
Girls' Volleyball Semi-Finals	November	17	
PIAA A, AA, AAA & AAAA Girls' Volleyball Championships	November	21	Guanoerland Valley HS, Mechanicsburg
FIELD HOCKEY – 3 classes			
First Practice Date	August	17	
Minimum Length of Preseason Practice	3 weeks		
First Inter-School Practice or Scrimmage Date	August	22	
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2		
First Regular Season Contest Date	September	4	
Maximum Length of Regular Season	10 weeks		
Maximum Number of Regular Season Contests	18		
Last Regular Season Contest Date and District Deadline	November	7	
First Round	November	10	
Quarterfinals	November	14	
Semi-Finals	November	17	
PIAA A, AA & AAA Field Hockey Championships	November	21	Zephyr Sports Complex, Whitehall HS
SOCCER – 4 classes			
First Practice Date	August	17	
Minimum Length of Preseason Practice	3 weeks		
First Inter-School Practice or Scrimmage Date	August	22	
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2		
First Regular Season Contest Date	September	4	
Maximum Length of Regular Season	10 weeks		
Maximum Number of Regular Season Contests	18		
Last Regular Season Contest Date and District Deadline	November	7	
First Round	November	10	
Quarterfinals	November	14	
Semi-Finals	November	17	
PIAA AA & AAAA Girls' and Boys' Soccer Championships	November	20	HERSHEYPARK Stadium, Hershey
PIAA A & AAA Girls' and Boys' Soccer Championships	November	21	HERSHEYPARK Stadium, Hershey
FOOTBALL – 6 classes			
Heat Acclimatization	August	10	
First Practice Date	August	17	
Minimum Length of Preseason Practice	3 weeks		
First Inter-School Practice or Scrimmage Date	August	22	
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2		
First Regular Season Contest Date	September	4	*August 28 or 29 optional start dates
Maximum Length of Regular Season	10 weeks		
Maximum Number of Regular Season Contests	10		
Last Regular Season Contest Date	November	9	
District Deadline	November	14	
First Round	November	20 & 21	
Quarterfinals	November	27 & 28	
Semi-Finals	December	4 & 5	
PIAA Football Championships	December	10, 11 & 12	HERSHEYPARK Stadium, Hershey



2020-2021 PIAA SCHEDULE OF SPORTS' EVENTS

2020-2021 PIAA WINTER SPORTS	RELATED INFORMATION	SITE
RIFLE		
First Practice Date	November	20
Minimum Length of Preseason Practice	2 weeks	
First Inter-School Practice or Scrimmage Date	November	27
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2	
First Regular Season Contest Date	December	7
Maximum Length of Regular Season	11 weeks	
Maximum Number of Regular Season Contests	16	
Last Regular Season Contest Date	February	14
INDOOR TRACK		
First Practice Date	November	20
Minimum Length of Preseason Practice	3 weeks	
First Inter-School Practice or Scrimmage Date	November	27
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2	
First Regular Season Contest Date	December	11
Maximum Length of Regular Season	17 weeks	
Maximum Number of Regular Season Contests	18	
Last Regular Season Contest Date	March	
GIRLS' GYMNASTICS		
First Practice Date	November	20
Minimum Length of Preseason Practice	3 weeks	
First Inter-School Practice or Scrimmage Date	November	27
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2	
First Regular Season Contest Date	December	11
Maximum Length of Regular Season	12 weeks	
Maximum Number of Regular Season Contests	16	
Last Regular Season Contest Date	March	6
BOWLING		
First Practice Date	November	20
Minimum Length of Preseason Practice	2 weeks	
First Inter-School Practice or Scrimmage Date	November	27
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2	
First Regular Season Contest Date	December	7
Maximum Length of Regular Season	18 weeks	
Maximum Number of Regular Season Contests	22	
Last Regular Season Contest Date	March	26
COMPETITIVE SPIRIT		
First Practice Date	August	17
District Deadline	January	2
PIAA Competitive Spirit Championships	January	15 & 16
Last Regular Season Contest Date	March	27
WRESTLING - 2 classes		
First Practice Date	November	20
Minimum Length of Preseason Practice	3 weeks	
First Inter-School Practice or Scrimmage Date	November	27
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2	
First Regular Season Contest Date	December	11
Maximum Length of Regular Season	12 weeks	
Maximum Number of Regular Season Contests	22	
District Deadline Team Wrestling	February	6
Team Wrestling Preliminary Round	February	3
PIAA AA & AAA Team Wrestling Championships	February	11, 12 & 13
Last Regular Season Contest Date and District Deadline	February	27
Region Deadline	March	6
PIAA AA & AAA Wrestling Championships	March	11, 12 & 13
SWIMMING & DIVING - 2 classes		
First Practice Date	November	20
Minimum Length of Preseason Practice	3 weeks	
First Inter-School Practice or Scrimmage Date	November	27
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2	
First Regular Season Contest Date	December	11
Maximum Length of Regular Season	12 weeks	
Maximum Number of Regular Season Contests	18	
Last Regular Season Contest Date	February	27
District Deadline	March	6
PIAA AA & AAA Swimming & Diving Championships	March	17, 18, 19 & 20
BASKETBALL - 6 classes		
First Practice Date	November	20
Minimum Length of Preseason Practice	3 weeks	
First Inter-School Practice or Scrimmage Date	November	27
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2	
First Regular Season Contest Date	December	11
Maximum Length of Regular Season	12 weeks	
Maximum Number of Regular Season Contests	22	
Last Regular Season Contest Date	February	27
District Deadline	March	6
First Round	March	12 & 13
Second Round	March	16 & 17
Quarterfinals	March	19 & 20
Semi-Finals	March	22 & 23
PIAA Basketball Championships	March	25, 26 & 27



2020-2021 PIAA SCHEDULE OF SPORTS' EVENTS

2021 PIAA SPRING SPORTS	RELATED INFORMATION		SITE
BOYS' TENNIS – 2 classes			
First Practice Date	March	8	
Minimum Length of Preseason Practice	1 week		
First Inter-School Practice or Scrimmage Date	March	13	
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2		
First Regular Season Contest Date	March	15	
Maximum Length of Regular Season	10 weeks		
Maximum Number of Regular Season Contests	18		
District Deadline Boys' Team Tennis	May	15	
First Round Boys' Team Tennis	May	17	
PIAA AA and AAA Boys' Team Tennis Championships	May	21 & 22	Hershey Racquet Club, Hershey
Last Regular Season Contest Date and District Deadline - Individuals	May	21	
PIAA AA & AAA Boys' Singles and Doubles Tennis Championships	May	28 & 29	Hershey Racquet Club, Hershey
TRACK & FIELD – 2 classes			
First Practice Date	March	5	
Minimum Length of Preseason Practice	3 weeks		
First Inter-School Practice or Scrimmage Date	March	13	
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2		
First Regular Season Contest Date	March	26	
Maximum Length of Regular Season	9 weeks		
Maximum Number of Regular Season Contests	18		
Last Regular Season Contest Date and District Deadline	May	22	
PIAA AA & AAA Track and Field Championships	May	28 & 29	Shippensburg University of PA
BOYS' VOLLEYBALL - 2 classes			
First Practice Date	March	8	
Minimum Length of Preseason Practice	3 weeks		
First Inter-School Practice or Scrimmage Date	March	13	
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2		
First Regular Season Contest Date	March	26	
Maximum Length of Regular Season	10 weeks		
Maximum Number of Regular Season Contests	22		
Last Regular Season Contest Date and District Deadline	May	29	
Boys' Volleyball First Round	June	1	
Boys' Volleyball Quarterfinals	June	4	
Boys' Volleyball Semi-Finals	June	7	
PIAA AA & AAA Boys' Volleyball Championships	June	12	Recreation Building, PSU
LACROSSE – 2 classes			
First Practice Date	March	8	
Minimum Length of Preseason Practice	3 weeks		
First Inter-School Practice or Scrimmage Date	March	13	
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2		
First Regular Season Contest Date	March	26	
Maximum Length of Regular Season	10 weeks		
Maximum Number of Regular Season Contests	18		
Last Regular Season Contest Date and District Deadline	May	29	
First Round	June	1	
Quarterfinals	June	4	
Semi-Finals	June	7	
PIAA AA & AAA Lacrosse Championships	June	12	West Chester East High School
BASEBALL – 6 classes			
First Practice Date	March	8	
Minimum Length of Preseason Practice	3 weeks		
First Inter-School Practice or Scrimmage Date	March	13	
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2		
First Regular Season Contest Date	March	26	
Maximum Length of Regular Season	11 weeks		
Maximum Number of Regular Season Contests	20		
Last Regular Season Contest Date and District Deadline	June	5	
First Round	June	7	
Quarterfinals	June	10	
Semi-Finals	June	14	
PIAA A, AAA & AAAAA Baseball Championships	June	17	Medlar Field at Lubrano Park, PSU
PIAA AA, AAAA & AAAAAA Baseball Championships	June	18	Medlar Field at Lubrano Park, PSU
SOFTBALL – 6 classes			
First Practice Date	March	8	
Minimum Length of Preseason Practice	3 weeks		
First Inter-School Practice or Scrimmage Date	March	13	
Maximum Number of Regular Season Inter-School Practices or Scrimmages	2		
First Regular Season Contest Date	March	26	
Maximum Length of Regular Season	11 weeks		
Maximum Number of Regular Season Contests	20		
Last Regular Season Contest Date and District Deadline	June	5	
First Round	June	7	
Quarterfinals	June	10	
Semi-Finals	June	14	
PIAA AA, AAAA & AAAAA Softball Championships	June	17	Beard Field at Nittany Lion Softball Park, PSU
PIAA A, AAA & AAAAAA Softball Championships	June	18	Beard Field at Nittany Lion Softball Park, PSU



Athletic Handbook Parent/Guardian Receipt Acknowledgment

We, _____ and _____

(Student Name)

(Parent/Guardian Name)

Have received and reviewed a copy of the 2020-2021 Sharpville Area Middle/High School Athletic Handbook. Our signatures below indicate that we accept responsibility for being aware of its contents and we understand that our son/daughter is expected to abide applicable district, PIAA, District 10, team and athletic department rules, regulations, procedures and policies.

Student Signature

Date

Parent Signature

Date

****Please detach this form from the handbook and return to your head coach.****

Sharpsville Area Middle/High School Athletics, Health and Safety Plan 2020-2021



Sharpsville Area Middle/High School
301 Blue Devil Way
Sharpsville, PA 16150
724-962-8300



Table of Contents

Resocialization of Sports Recommendations	4
Introduction	4
Recommendations	4
Classification of Sports	5
High Risk*:.....	5
Moderate Risk*:.....	5
Low Risk:	5
Levels of Participation	5
Level 1 (PA State Red)	5
Level 2 (PA State Yellow or Green - once permitted by PIAA)	5
Pre-workout Screening:	6
Limitations on Gatherings:	6
Facilities Cleaning:.....	6
Physical Activity:	6
Hydration:	6
Level 3 (PA State Green - once permitted by PIAA)	7
Pre-workout/Contest Screening:	7
Limitations on Gatherings:	7
Facilities Cleaning:.....	7
Physical Activity and Athletic Equipment:	7
Hydration:	7
Level 4 (PA State Green - once permitted by PIAA)	7
Pre-workout/Contest Screening:	8
Limitations on Gatherings:	8
Facilities Cleaning:.....	8
Physical Activity and Athletic Equipment:	8
Hydration:	8
Other Recommendations	9
Transportation	9
Social Distancing during Contests/Events/Activities	9
Who Should Be Allowed at Events.....	9
Overnight/Out of State Events/Events in COVID-19 Hot Spots	9



Positive Cases and Coaches, Staff, or Athletes Showing COVID-19 Symptoms	10
What are the Signs and Symptoms of COVID-19?	10
What to do if you are sick?	10
What to do if a student or staff become ill with COVID-19 symptoms during practice, event, or during transportation to or from an event?	10
Return of student or staff to athletics following a COVID-19 diagnosis?	11
EDUCATION	11
APPENDIX	12
Sharpsville Area Athletic Department	13
Athlete and Staff COVID-19 Screening.....	13
Pennsylvania Department of Health	15
BACKGROUND.....	15
WHAT DOES THIS PROCESS LOOK LIKE?	15
WHAT TERMS SHOULD I KNOW WHEN IT COMES TO CONTACT TRACING?	15
RESOURCES:	16
Sharpsville Area School District	17
Athletic Department	17
Participation Waiver for Communicable Diseases Including COVID-19	17



Resocialization of Sports Recommendations

This guidance is preliminary; as more public health information is available, the administration may work with impacted entities to release further guidance which could impact fall, winter, or spring seasons.

Introduction

The COVID-19 pandemic has presented athletics across the world with a myriad of challenges. The COVID-19 virus is a highly contagious illness that primarily attacks the upper respiratory system. The virus that causes COVID-19 can infect people of all ages. Research from the Centers for Disease Control, among others, has found that while children do get infected by COVID-19, relatively few children with COVID-19 are hospitalized. However, some severe outcomes have been reported in children, and a child with a mild or even asymptomatic case of COVID-19 can spread the infection to others who may be far more vulnerable. While it is not possible to eliminate all risk of furthering the spread of COVID-19, the current science suggests there are many steps schools can take to reduce the risks to students, coaches, and their families.

The SASD will take the necessary precautions and recommendations from the federal, state, and local governments, CDC, PA DOH, as well as the NFHS and PIAA. The SASD realizes the knowledge regarding COVID-19 is constantly changing as new information and treatments become available. These recommendations will be adjusted as needed as new information becomes available in order to decrease the risk of exposure for our staff, students, and spectators.

Recommendations

Recommendations for **ALL LEVELS** for Junior and Senior High Athletics

1. Athletes, Coaches, and Staff will undergo a COVID- 19 health screening prior to any practice, event, or team meeting. The type of screening will be dependent upon the available resources and the Phase level. The purpose is to check for signs and symptoms of COVID-19. The screenings could range from a verbal/written questionnaire to a temperature check. Temperatures at 100.4 or higher will be sent home.
2. Promote healthy hygiene practices such as hand washing (20 seconds with warm water and soap) and employees wearing a cloth face covering as feasible. (Face coverings are recommended to help decrease potential exposure to COVID-19 respiratory droplets by an infected individual. Face Coverings will not be used for athletes while practicing or competing.) Hand Sanitizer will be available for team use as resources allow.
3. Intensify cleaning, disinfection, and ventilation in all facilities
4. Encourage social distancing through increased spacing, small groups, and limited mixing between groups, if feasible
5. Educate Athletes, Coaches, and Staff on health and safety protocols
6. Anyone who is sick must stay home
7. Plan in place if a student or employee gets sick
8. Regularly communicate and monitor developments with local authorities, employees, and families regarding cases, exposures, and updates to policies and procedures
9. Athletes and Coaches **MUST** provide their own water bottle for hydration. Water bottles must not be shared.



10. PPE (gloves, masks, eye protection) will be used as needed and situations warrant, or determined by local/state governments.
11. Identify Staff and students who may be at a higher risk of severe illness from COVID-19 due to underlying medical conditions. (See - CDC "People Who are at a Higher Risk for Severe Illness")
12. Concession stands or other food must adhere to the Guidance for Businesses in the Restaurant Industry.

Classification of Sports

High Risk*:

Sports that involve close, sustained contact between participants, lack of significant protective barriers, and high probability that respiratory particles will be transmitted between participants. Examples: football, wrestling, cheerleading (stunts), dance

Moderate Risk*:

Sports that involve close, sustained contact, but with protective equipment in place that may reduce the likelihood of respiratory particle transmission between participants OR intermittent close contact OR group sports that use equipment that can't be cleaned between participants. Examples: basketball, volleyball, baseball, softball, soccer, ice hockey, tennis, pole vault, high jump, long jump, 7 on 7 football

Low Risk:

Sports that can be done with social distancing or individually with no sharing of equipment or the ability to clean the equipment between uses by competitors. Examples: running events, cross country, throwing events, swimming, golf, weightlifting, sideline cheer

* High/Moderate Risk Sports may move to a Low risk category with non-contact modifications. Team Activities should be limited to individual skill development drills that maintain social distancing.

Levels of Participation

Level 1 (PA State Red)

Team Activities: No In-person gatherings allowed, Athletes and Coaches may communicate via online meetings (zoom, google meet, etc.), Athletes may participate in individual home workouts including strength and conditioning.

1. All school facilities remain closed as per PA State Guidelines.
2. Athletes and Coaches should abide by guidelines set forth by the local and state governments.

Level 2 (PA State Yellow or Green - once permitted by PIAA)

Team Activities may include: team meetings, open gym, kick around, weight training/conditioning, running events, cross country, throwing events, swimming, golf, and sideline cheer, etc.



Pre-workout Screening:

1. All coaches and students should be screened for signs/symptoms of COVID-19 prior to a workout. The screenings could range from a verbal/written questionnaire to a temperature check. (See Appendix for COVID-19 Screening Form)
2. Responses to screening questions for each person should be recorded and stored so that there is a record of everyone present in case a student develops COVID-19
3. Any person with positive symptoms reported should not be allowed to take part in workouts and should contact his or her primary care provider or other appropriate health-care professional. A clearance may be required to return to play.

Limitations on Gatherings:

1. No gathering of more than (25 Yellow - 250 Green) individuals per group including coaches per practice area.
2. Controlled non-contact practices only, modified game rules
3. Social Distancing should be applied during practices and in locker rooms, and gathering areas.

Facilities Cleaning:

1. Adequate cleaning schedules should be created and implemented for all athletic facilities to mitigate any communicable disease
2. Athletic Facilities should be cleaned prior to arrival and post workouts and team gatherings, high touch areas should be cleaned more often
3. Weight Room Equipment should be wiped down after an individual's use
4. Appropriate clothing/shoes should be worn at all times in the weight room to minimize sweat from transmitting onto equipment surfaces

Physical Activity:

1. Lower risk sports practices may begin
2. Modified practices may begin for Moderate and High risk sports (practices must remain non-contact and include social distancing where applicable, activity should focus on individual skill development)
3. Students should refrain from sharing clothing/towels and should be washed after each practice, including pinnies
4. Athletic equipment that may be used by multiple individuals (balls, shields, tackling dummies, shot put, discus, pole vault, etc.) should be cleaned intermittently during practice and events as deemed necessary
5. Hand Sanitizer should be used periodically as resources allow
6. Spotters for maximum weight lifts should be stationed at each end of the bar

Hydration:

1. Students **MUST** bring their own water bottle. Water bottles must not be shared.
2. Hydration stations (water coolers, water fountains, water cows, water troughs, etc.) should not be utilized



Level 3 (PA State Green - once permitted by PIAA)

Team activities may include: basketball, volleyball, baseball, softball, soccer, ice hockey, tennis, pole vault, high jump, long jump, 7 on 7 football, etc.

Pre-workout/Contest Screening:

1. Any person who has COVID-19 symptoms should not be allowed to participate in practice/games, and should contact their primary care physician or another appropriate health-care provider. A clearance may be required to return to play.
2. COVID-19 Screenings (Questionnaire and Temperature Checks may continue as per State and Local government recommendations)
3. Team attendance should be recorded

Limitations on Gatherings:

1. As per State and Local Guidelines
2. When not directly participating in practices or contests, social distancing should be considered and applied when able

Facilities Cleaning:

1. Adequate cleaning schedules should be created and implemented for all athletic facilities to mitigate any communicable disease
2. Athletic Facilities should be cleaned prior to arrival and post workouts and team gatherings, high touch areas should be cleaned more often
3. Weight Room Equipment should be wiped down after and individual's use
4. Appropriate clothing/shoes should be worn at all times in the weight room to minimize sweat from transmitting onto equipment surfaces

Physical Activity and Athletic Equipment:

1. Low, Moderate, and High Risk practices and Low and Moderate Risk competitions may begin (As per State, Local, and PIAA Guidelines)
2. Students should refrain from sharing clothing/towels and should be washed after each practice, including pinnies.
3. Athletic equipment that may be used by multiple individuals (balls, shields, tackling dummies, shot put, discus, pole vault, etc.) should be cleaned intermittently during practice and events as deemed necessary
4. Hand Sanitizer should be used periodically as resources allow
5. Spotters for maximum weight lifts should be stationed at each end of the bar

Hydration:

1. Students MUST bring their own water bottle. Water bottles must not be shared.
2. Hydration Stations may be used but MUST be cleaned after every practice/event.

Level 4 (PA State Green - once permitted by PIAA)

Team Activities include: Low/Moderate Sports may resume. High Risk Sports (Football, Wrestling, and Cheerleading Stunting) may begin full person to person contact and competition.



Pre-workout/Contest Screening:

1. Any person who has COVID-19 symptoms should not be allowed to participate in practice/games, and should contact their primary care physician or another appropriate health-care provider.
2. COVID-19 Screenings (Questionnaire and Temperature Checks may continue as per State and Local government recommendations)
3. Team attendance should be recorded

Limitations on Gatherings:

1. As per State and Local Guidelines
2. When not directly participating in practices or contests, social distancing should be considered and applied when able

Facilities Cleaning:

1. Adequate cleaning schedules should be created and implemented for all athletic facilities to mitigate any communicable disease
2. Athletic Facilities should be cleaned prior to arrival and post workouts and team gatherings, high touch areas should be cleaned more often
3. Weight Room Equipment should be wiped down after and individual's use
4. Appropriate clothing/shoes should be worn at all times in the weight room to minimize sweat from transmitting onto equipment surfaces

Physical Activity and Athletic Equipment:

1. All sports may resume normal practice and competition
2. Students should refrain from sharing clothing/towels and should be washed after each practice, including pinnies.
3. Athletic equipment that may be used by multiple individuals (balls, shields, tackling dummies, shot put, discus, pole vault, etc.) should be cleaned intermittently during practice and events as deemed necessary
4. Hand Sanitizer should be used periodically as resources allow
5. Spotters for maximum weight lifts should be stationed at each end of the bar

Hydration:

1. Students **MUST** bring their own water bottle. Water bottles must not be shared.
2. Hydration Stations may be used but **MUST** be cleaned after every practice/event.



Other Recommendations

Transportation

Modifications for student/coach transportation to and from athletic events may be necessary. This may include:

1. Reducing the number of students/coaches on a bus/van
2. Using hand sanitizer upon boarding a bus/van
3. Social distancing on a bus

These potential modifications will be determined by the school district, bus companies, Department of Education, State and Local governments.

Social Distancing during Contests/Events/Activities

1. Sidelines/Bench – appropriate social distancing will need to be maintained on sidelines/bench during contests and events, as deemed necessary by the school, PIAA, state and local governments. Consider using tape or paint as a guide for students and coaches.

Who Should Be Allowed at Events

Group people into tiers from essential to non-essential and decide which will be allowed at an event:

1. Tier 1 (Essential) – Athletes, coaches, officials, event staff, medical staff, security
2. Tier 2 (Preferred) – Media
3. Tier 3 (Non-essential) – Spectators, vendors
 - Only Tier 1 and 2 personnel will be allowed to attend events until state/local governments lift restrictions on mass gatherings.
 - Changes to seating capacity and social distancing may be necessary for each venue facility and will be determined as more recommendations are released by the local/state governments.

Overnight/Out of State Events/Events in COVID-19 Hot Spots

The SASD will evaluate each event and follow all local/state government guidelines on a case by case basis. Every consideration will be taken as to not expose students to unnecessary or potential high risk exposure.



Positive Cases and Coaches, Staff, or Athletes Showing COVID-19 Symptoms

What are the Signs and Symptoms of COVID-19?

Symptoms may appear 2-14 days after exposure to the virus. The symptoms may range from mild to severe. (See CDC Fact Sheet in Appendix). Symptoms may include:

1. Fever or chills (100.4 or High)
2. Cough
3. Shortness of breath or difficulty breathing
4. Fatigue
5. Muscle or body aches
6. Headache
7. New loss of taste or smell
8. Sore Throat
9. Congestion or runny nose
10. Nausea or vomiting
11. Diarrhea

What to do if you are sick?

1. If you are sick with COVID-19 or think you are infected with the virus, **STAY AT HOME**. It is essential that you take steps to help prevent the disease from spreading to people in your home or community. If you think you have been exposed to COVID-19 and develop a fever and symptoms, call your healthcare provider for medical advice.
2. Notify the school immediately (principal, athletic director, athletic trainer, coach)
3. It will be determined if others who may have been exposed (students, coaches, staff) need to be notified, isolated, and /or monitored for symptoms
4. If a Positive case of COVID-19 is Diagnosed Contact Tracing will be implemented with the assistance of local health professionals and the CDC/PA DOH. See Information in Appendix.

What to do if a student or staff become ill with COVID-19 symptoms during practice, event, or during transportation to or from an event?

1. Every effort will be made to isolate the ill individual from others, until the student or staff member can leave the school or event
2. If student, parent/guardian will be contacted immediately, and arrangements will be made for the student to be picked up
3. Ill individual will be asked to contact their physician or appropriate healthcare professional for direction



Return of student or staff to athletics following a COVID-19 diagnosis?

1. **Student or staff should have medical clearance from their physician or appropriate healthcare professional, determined to be non-contagious, fever free (without fever-reducing medicine), improvement in respiratory symptoms (cough, shortness of breath), no vomiting or diarrhea.**

EDUCATION

Staff, Coaches, Parents and Athletes will be educated on the following (through posters, flyers, meetings, emails, phone calls):

1. **COVID-19 signs and symptoms**
2. **Proper ways to limit exposure to COVID-19 (hand washing, cough in your elbow, disinfecting touched surfaces, social distancing, avoid touching eyes, nose, face and mouth, no spitting, gum chewing, etc.)**
3. **No Handshakes/Celebrations (high fives, fist/elbow bumps, chest bumps, hugging), etc.**
4. **The content of this Return to Sport Guidelines Document**
5. **Any pertinent COVID-19 information released by state/local governments, NFHS, and PIAA.**
6. **students should come dressed for activity**
7. **Limit indoor activities and the areas used. Locker room use is not permitted Facility showers cannot be used**
8. **Student Athletes should remain with their assigned groups during each workout and during daily workouts to limit the number of people they come in contact with.**
9. **No students allowed in training areas without the presence of an athletic trainer**



APPENDIX



Sharpsville Area Athletic Department Athlete and Staff COVID-19 Screening

Name: _____ Date: _____

Grade: _____ Sports: _____

Students/Coaches should self-report as deemed necessary prior to each practice/event. Temperature may be taken from a designated trained individual as needed. The other symptoms should be marked as "N" – NO or "Y" Yes answers.

**For the column - “Close Contact” - the answer should reflect the following question:
Within the past 14 days, have you had close contact with someone who is currently sick with
suspected or confirmed COVID-19? (Note: Close contact is defined as within 6 feet for more
than 10 consecutive minutes, without PPE equipment.)**

If any responses are "YES", students will NOT be allowed to practice or compete, and will be asked to leave school grounds. Temperatures at 100.4 or higher will be sent home. Parents/Guardians will be notified.

[illegible]



What you should know about COVID-19 to protect yourself and others



Know about COVID-19

- Coronavirus (COVID-19) is an illness caused by a virus that can spread from person to person.
- The virus that causes COVID-19 is a new coronavirus that has spread throughout the world.
- COVID-19 symptoms can range from mild (or no symptoms) to severe illness.



Know how COVID-19 is spread

- You can become infected by coming into close contact (about 6 feet or two arm lengths) with a person who has COVID-19. COVID-19 is primarily spread from person to person.
- You can become infected from respiratory droplets when an infected person coughs, sneezes, or talks.
- You may also be able to get it by touching a surface or object that has the virus on it, and then by touching your mouth, nose, or eyes.



Protect yourself and others from COVID-19

- There is currently no vaccine to protect against COVID-19. The best way to protect yourself is to avoid being exposed to the virus that causes COVID-19.
- Stay home as much as possible and avoid close contact with others.
- Wear a cloth face covering that covers your nose and mouth in public settings.
- Clean and disinfect frequently touched surfaces.
- Wash your hands often with soap and water for at least 20 seconds, or use an alcohol-based hand sanitizer that contains at least 60% alcohol.



Practice social distancing

- Buy groceries and medicine, go to the doctor, and complete banking activities online when possible.
- If you must go in person, stay at least 6 feet away from others and disinfect items you must touch.
- Get deliveries and takeout, and limit in-person contact as much as possible.



Prevent the spread of COVID-19 if you are sick

- Stay home if you are sick, except to get medical care.
- Avoid public transportation, ride-sharing, or taxis.
- Separate yourself from other people and pets in your home.
- There is no specific treatment for COVID-19, but you can seek medical care to help relieve your symptoms.
- If you need medical attention, call ahead.



Know your risk for severe illness

- Everyone is at risk of getting COVID-19.
- Older adults and people of any age who have serious underlying medical conditions may be at higher risk for more severe illness.



20200514 COVID19

cdc.gov/coronavirus



Pennsylvania Department of Health

BACKGROUND

Contact tracing is the process of reaching out to anyone who came into close contact with an individual who is positive for COVID-19. Contact tracing helps monitor close contacts for symptoms and to determine if they need to be tested. Contact tracing is a key strategy for preventing the further spread of infectious diseases such as COVID-19.

WHAT DOES THIS PROCESS LOOK LIKE?

1. In contact tracing, public health staff work with a case to help them recall everyone they have had close contact with during the time they were infectious.
2. Public health staff then inform individuals who have had close contact (e.g. "close contacts") that they have potentially been exposed to COVID-19. Close contacts are only told that they may have been exposed to someone who has COVID-19; they are not told who may have exposed them.
3. Close contacts are given education, information and support so they understand their risk. They receive information on what they should do to separate themselves from others who have not been exposed, how to monitor themselves for illness, and are made aware that they could possibly spread the infection to others, even if they do not feel sick.
4. Close contacts will be asked to quarantine themselves and are encouraged to stay home and maintain social distancing through the end of their infectious period, which is about 14 days, in case they become sick. They should monitor themselves by checking their temperature twice a day and watch for any other symptoms of COVID-19. Public health staff will check in with these contacts to make sure they are self-monitoring and have not developed symptoms.
5. If a close contact develops symptoms, they should isolate themselves and let public health staff know. The close contact will be evaluated to see if they need medical care. A test may be necessary unless the individual is already in a household or long-term care facility with a confirmed case, then the close contact would be considered a probable case without a test.

WHAT TERMS SHOULD I KNOW WHEN IT COMES TO CONTACT TRACING?

1. A **case** is a patient who has been diagnosed with COVID-19. A case should isolate themselves, meaning they should stay away from other people who are not sick to avoid spreading the illness.
2. A **close contact** is an individual who had close contact with a case while the case was infectious. A close contact should quarantine themselves, meaning they should stay at home to limit community exposure and self-monitor for symptoms.
3. A **contact of a close contact** is an individual who had or continues to have contact with a close contact. A contact of a close contact should take all regular preventative actions, like washing hands, covering coughs and sneezes, and cleaning surfaces frequently. A contact of a close contact should be alert for symptoms.



RESOURCES:

NFHS: Guidance for Opening Up High School Athletics and Activities (per update on May 2020)

Centers for Disease Control and Prevention

Website: [cdc.gov/coronavirus/2019-ncov/index.html](https://www.cdc.gov/coronavirus/2019-ncov/index.html)

“What You Should Know About COVID-19 to Protect Yourself and Others”,
“Schools Decision Tree”

PA Department of Health

Website: [health.pa.gov](https://www.health.pa.gov)

“Coronavirus Symptoms”

“What is Contact Tracing”

“Phased Reopening Plan by Governor Wolf”

A Guide to Re-Entry to Athletics in Texas Secondary Schools

By Jamie Woodall, MPH, LAT, ATC, CPH and Josh Woodall Med, LAT, ATC

Guidance for All Sports Permitted to Operate During the COVID-19 Disaster Emergency to
Ensure the Safety and Health of Employees, Athletes and the Public

<https://www.governor.pa.gov/covid-19/sports-guidance/>

Concession stands or other food must adhere to the Guidance for Businesses in the Restaurant
Industry.

<https://www.governor.pa.gov/covid-19/restaurant-industry-guidance/>



Sharpshville Area School District
Athletic Department

Participation Waiver for Communicable Diseases Including COVID-19

The COVID-19 pandemic has presented athletics across the world with a myriad of challenges concerning this highly contagious illness that primarily attacks the upper respiratory system. Some severe outcomes have been reported in children, and a child with a mild or even asymptomatic case of COVID-19 can spread the infection to others who may be far more vulnerable.

While it is not possible to eliminate all risk of furthering the spread of COVID-19, the SASD will take necessary precautions and comply with guidelines from the federal, state, and local governments, CDC, PA DOH, as well as the NFHS and PIAA, to reduce the risks to students, coaches, and their families. As knowledge regarding COVID-19 is constantly changing, SASD reserves the right to adjust and implement precautionary methods as necessary to decrease the risk of exposure for our staff, students, and spectators. Some precautionary methods in the SASD Resocialization of Sports Recommendations include but may not be limited to:

1. Health screenings prior to any practice, event, or team meeting with participation in the activities being limited and/or prohibited where an individual displays positive responses or symptoms.
2. Encourage social distancing and promote healthy hygiene practices such as hand washing, using hand sanitizer, etc.
3. Intensify cleaning, disinfection, and ventilation in all facilities.
4. Educate Athletes, Coaches, and Staff on health and safety protocols.
5. Require Athletes and Coaches to provide their own water bottle for hydration.

By signing this form, the undersigned voluntarily agree to the following Waiver and release of liability. The undersigned agree to release and discharge all claims for ourselves, our heirs, and as a parent or legal guardian for the Student named below, against the SASD, its Board of Directors, successors, assigns, officers, agents, employees, and volunteers and will hold them harmless from any and all liability or demands for personal injury, psychological injury, sickness, death, or claims resulting from personal injury or property damage, of any nature whatsoever which may be incurred by the Student or the undersigned relating to or as a result of the Student's participation in athletic programs, events, and activities during the COVID-19 pandemic.

The undersigned acknowledge that participating in athletic programs, events, and activities may include a possible exposure to a communicable disease including but not limited to MRSA, influenza, and COVID-19. The undersigned further acknowledge that they are aware of the risks associated with COVID-19 and that certain vulnerable individuals may have greater health risks associated with exposure to COVID-19, including individuals with serious underlying health conditions such as, but not limited to: high blood pressure, chronic lung disease, diabetes, asthma, and those whose immune systems that are compromised by chemotherapy for cancer, and other conditions requiring such therapy. While particular recommendations and personal discipline may reduce the risks associated with participating in athletics during the COVID-19 pandemic, the risk of serious illness, medical complications and possible death does exist.



We knowingly and freely assume all such risks, both known and unknown, even if arising from the negligence of others, and assume full responsibility for Student's participation in athletics during the COVID-19 pandemic. We willingly agree to comply with the stated recommendations put forth by the SASD to limit the exposure and spread of COVID-19 and other communicable diseases. We certify that Student is in good physical condition or believe Student to be in good physical condition and allow participation in this sport at our own risk.

Sport: _____

Name of Parent/Guardian: _____

Signature of Parent/Guardian: _____ Date: _____

Name of Student Athlete: _____

Signature of Student Athlete: _____ Date: _____

Please contact Carla Hawthorne, AD at athletics@sasdpride.org or at (724) 962-8300 ext. 1560.

Memorandum of Understanding

This MEMORANDUM OF UNDERSTANDING (the “Memorandum”) is made this date **July 1, 2020 to June 30, 2021**, by and between **Hope Center for Arts & Technology, Inc.** (“**HopeCAT**”), a **Pennsylvania** nonprofit corporation located at **115 Anson Way, PO Box 597 Sharon, PA 16146** and **Sharpsville Area School District**, with administrative offices at **1 Blue Devil Way, Sharpsville, PA 16150** for the purpose of achieving the various aims and objectives relating to the education of local youth.

WHEREAS, **HopeCAT** is a nonprofit organization that provides afterschool visual arts programming for youth and demand-driven career training for adults in a world-class facility;

WHEREAS, **HopeCAT** provides students access to visual arts education in dedicated studio spaces, with professional teaching artists, and using industry-standard equipment;

WHEREAS, **HopeCAT** visual arts programming includes auxiliary experiences including, but not limited to, field trips, exhibitions, workshops, visiting artist engagements, speakers, and community and cultural events;

WHEREAS, **HopeCAT** is based on the Manchester Bidwell Education Model that originated in Pittsburgh, Pennsylvania in 1968;

WHEREAS, **Sharpsville Area School District** is a publicly funded school system that provides education to youth grades K-12 living in **Sharpsville, PA**.

NOW THEREFORE, in consideration of the foregoing and because of past success encouraging students to stay in school and earn a high school diploma, **HopeCAT** and **Sharpsville Area School District** agree to partner as follows:

1. **HopeCAT** will provide afterschool visual arts programming to students enrolled in **Sharpsville Area School District** at no cost to the student or their families.
2. **HopeCAT** will provide all materials and equipment needed for students to fully participate in its visual arts programming.
3. **HopeCAT** will deliver visual arts programming in a safe, respectful, and dignified learning environment.
4. **HopeCAT** will deliver visual arts programming at their newly renovated location at 115 Anson Way, Sharon, PA 16146
5. **HopeCAT** will collaborate with **Sharpsville Area School District** to determine programming hours that accommodate regularly scheduled school dismissal times.

6. **HopeCAT** will execute and obtain Family Education Rights and Privacy Act (FERPA) consent waivers from enrolled students so as to receive personally identifiable student data from **Sharpville Area School District** to be used for program evaluation purposes.
7. **Sharpville Area School District** will grant access to **HopeCAT** to promote programming on school property.
8. **Sharpville Area School District** will agree to post marketing materials provided by **HopeCAT** on school property.
9. **Sharpville Area School District** will share personally identifiable student data for program evaluation purposes relating to all **HopeCAT** students for whom FERPA consent waivers are obtained. These data include, but are not limited to, graduation rates, dropout rates, continuation rates, and post-secondary plans.
10. **Sharpville Area School District** will collaborate to provide transportation from school facilities to **HopeCAT's** facility.
11. **Sharpville Area School District** will agree to explore the creation and implementation of a credit recovery program for students participating in **HopeCAT's** programming.
12. The Parties agree that this Memorandum will remain in effect for so long as the **Hope Center for Art's and Technology, Inc.** continues to operate and students are willing to participate in its programming.
13. **HopeCAT** shall provide and maintain, at its cost and expense, during the entire period of this agreement, a Comprehensive General Liability Insurance Policy, in form and from an Insurer satisfactory to **Sharpville Area School District**, covering all services to be performed and all obligations assumed under the terms of this MOU; coverage provided shall not be less than one (1) million dollars (1,000,000) per occurrence, combined single limits of bodily injury (including disease or death) and property damaged (including loss of use), and **Sharpville Area School District** shall be listed as Additional Insured.
14. **HopeCAT** shall provide and maintain, at its expense, during the entire period of this MOU, such other insurance as necessary, including, but not necessarily limited to: Automobile Liability Insurance, and Worker's Compensation Insurance, and evidence of same shall be provided to **Sharpville Area School District** prior to commencement of performance under the MOU.
15. Any changes, lapse of coverage, modifications, cancellation of coverage or non-renewal, or addition of insured parties shall require notice to, and approval of, **Sharpville Area School District** in a timely manner prior to commencement of performance or occurrence of event relative to same.
16. **HopeCAT** shall defend, indemnify and hold harmless **Sharpville Area School District**, its officers, directors, employees, representatives and agents, from any and all liability, claims, charges, suits actions and causes of action of any nature whatsoever, relating to any act or omissions by **HopeCAT**, its officers, directors, shareholders, employees, representatives and agents, regarding its duties and obligations under this MOU, whether such act or omission is negligent, intentional, or unintentional.

17. In carrying out the terms of this MOU, both parties agree not to discriminate against any employees or child or other person on account of age, race, color, sex, religious creed, national origin, or physical or mental handicap. **HopeCAT and Sharpsville Area School District** shall comply with the Contract Compliance Regulations of the Pennsylvania Human Relations Commission and with all laws prohibiting discrimination in hiring or employment opportunities, or provisions of public services.
18. **HopeCAT** shall insure that any employee, agent, or other statutorily covered individual shall comply with Act 168 of 2014, Required Employment History and Forms, as well as any and all other such requirements, background checks, clearances, etc. of the Public School Code and the Child Protective Services Law, or in any other law or regulation, whether State or Federal, that is now, or may from time to time, become applicable. Further, **HopeCAT** will certify that compliance with **Sharpsville Area School District**, and obtain Employee authorization to do so if necessary.
19. This MOU has been executed in the county of Mercer, Commonwealth of Pennsylvania and the rights and obligations of the parties shall be governed by, enforced under, litigated in and interpreted in accordance with the substantive laws of the Commonwealth of Pennsylvania without regard to its principles of conflicts of law.
20. Neither party to this MOU may assign its rights or delegate its duties without the express prior written consent of the other party, and any such purported assignment without written consent shall be void. Such consent shall not be unreasonably withheld, delayed or conditioned.
21. Either party may terminate this MOU with 30 days written notice.
22. The Parties sign this MOU in good faith and the intent to be legally bound.

IN WITNESS WHEREOF, **HopeCAT and Sharpsville Area School District** agree to work in good faith to achieve the aforementioned goals for the benefit of youth attending the public school system and by their respective authorized representatives below have executed this Memorandum as of the date first written above.

Hope Center for Arts & Technology, Inc.

Sharpsville Area School District

Thomas Rhys Roberts
Executive Director

Name *Christina*

Title *President*

Date: _____

Date *6/17/2020*

**SHARPSVILLE AREA SCHOOL DISTRICT
RESOLUTION 8 of 2020
COMPLIANCE WITH FEDERAL LAW**

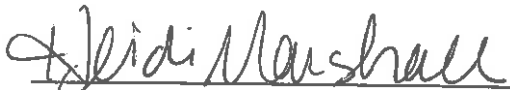
As an Equal Rights and Opportunities School District, the Sharpsville Area School District does not discriminate against individuals or groups because of race, color, national origin, religion, age, sex, marital status, or nonrelevant handicaps and disabilities. The Sharpsville Area School District's commitment of nondiscrimination extends to students, employees, prospective employees and the community.


The Sharpsville Area School District is committed to the provisions of the Handicapped Act as amended by (PL 94-142) including Section 504.

No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of or be subjected to discrimination under any education program or activity receiving Federal financial assistance.


The Sharpsville Area School District hereby certifies that its governing body has adopted the terms of this Resolution and the same is recorded in the meeting held on June 17, 2020.

Sharpsville Area School District
1 Blue Devil Way
Sharpsville, PA 16150



Heidi Marshall
Title IX Coordinator

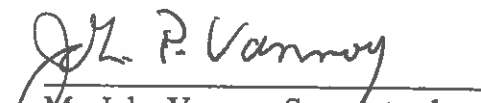

Mr. John Vannoy
504 Compliance Officer
jvannoy@sasdpride.org
724-962-8300 ext. 4104

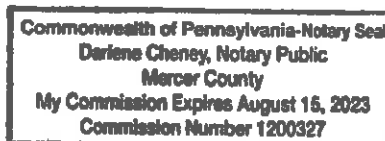
Attest:


Jaime L. Roberts
Board Secretary

By:


Darlene Cheney, Notary Public
Commission Expires August 15, 2023


Mr. John Vannoy, Superintendent



**Purchase of Service Agreement
Sharpsville Area School District
And**

**Crossroads Group Homes and Services, Inc.
Private Academic Schools**

This agreement is made the 17th day of June, 2020 between the Sharpsville Area School District, 1 Blue Devil Way, Sharpsville, Pa. 16150 and Crossroads Group Homes and Services, Inc., 1243 Roemer Boulevard, Farrell, Pa. 16121. The contract period is from August 24, 2020 through May 28, 2021.

1. Facilities Environmental Health and Safety

- a.) Crossroads, Inc. assures that the buildings at 1243 and 1246 Roemer Boulevard in Farrell conform to applicable fire and panic requirements of the Commonwealth or any of its political subdivision.
- b.) A statement of approval by the Department of Labor and Industry is on file at the school district.
- c.) A copy of the licensing approval is on file with the school district and will be updated on a yearly basis.
- d.) Crossroads, Inc. assures that the health, physical welfare, and safety of pupils is maintained as evidenced by the annual survey and inspection of the building by the Department of Public Welfare and the Department of Health.
- e.) Crossroads, Inc. has a procedure on file for student and parent/guardian concerns and that any complaint will be referred to the Sharpsville Area School District.

2. School Food Service

- a.) Crossroads, Inc. assures that its kitchen and cafeteria facilities meet all state and local statutes regarding food safety and sanitation.
- b.) A copy of state and local inspections are on file with the Sharpsville Area School District.

3. Staffing

- a.) Crossroads, Inc. staff members meet the following criteria:
 - 1.) Employees must be of good moral character
 - 2.) Employees must be 21 years of age or older.
 - 3.) Employees must have a minimum of a high school diploma or GED

- 4.) Act 33 and 34 Clearances are obtained for all staff and are on file at Crossroads Inc.
- 5.) Physicals and TB test results are completed for all employees and are on file at Crossroads Inc.
- 6.) Staff members are citizens of the United States or hold U.S. Immigration Services visa.
- 7.) F.B.I. Clearances will be obtained and kept on file at Crossroads

4. Student Attendance

- a.) Crossroads, Inc. and the Sharpsville Area School District will maintain records of student attendance.
- b.) In the event that a student is absent or more than 45 minutes late to school, a representative of Crossroads will notify the Sharpsville Area School District within one hour of the start of the school day. A representative of Crossroads will also notify the parent or guardian of the child who was absent or late within the same time period.
- c.) The Sharpsville Area School District assures compliance with pupil attendance provisions under Chapter 11 of the State Board of Education Regulations.

5. Student and Program Records

- a.) The Sharpsville Area School District will maintain accurate and detailed records of each individual student attending Crossroads Inc., including:
 - 1.) Hours of instruction in each curricular area
 - 2.) Scholastic achievement
 - 3.) Test scores
 - 4.) Discipline/ Behavior records
 - 5.) Health records
 - 6.) Co-curricular activities records
 - 7.) IEPs
- b.) Crossroads, Inc.'s Director of Education will work cooperatively with school district personnel to provide necessary information and records.

6. Transportation

- a.) The district will provide normal daily transportation of students.
- b.) Crossroads will provide transportation to students serving extended days (orientation and detention)

7. Safe Schools

- a.) The Sharpsville Area School District maintains records in regard to incidents involving acts of violence, possession of a weapon or possession, use or sale of a controlled substance or possession, use or sale of alcohol or tobacco by any persons on school property. These incidents are reported to the Department of Education pursuant to 24 P.S. 13-1303-A.
- b.) Crossroads, Inc.'s Director of Education will immediately report all new incidents involving acts of violence, possession of a weapon or possession, use or sale of a controlled substance or possession, use or sale of alcohol or tobacco to the Sharpsville Area School District and the City of Farrell Police Department. Written reports will be kept on file.

8. School Health Services

- a.) The District will provide school health services to Sharpsville Area students at Crossroads Inc. in accordance to School Code.

9. Academic Standards and Assessment

- a.) A copy of the Crossroads planned course outlines are on file with the school district. The school complies with the academic standards in Reading, Writing, Speaking and Listening, Mathematics, and the Pennsylvania System of the State Assessment (PSSA) under Chapter 4 of the State Board of Education Regulations.

10. Special Education Services and Programs

- a.) The Sharpsville Area School District assures that special education services and provisions under Chapter 14 of the State Board of Education regulations, Chapter 342 of the Department of Education and all provisions of the Individuals with Disabilities Education Act are followed.
- b.) Crossroads, Inc. will monitor and assure that all IEPs are current and implemented. Crossroads' Director of Education will maintain contact with the school district's Director of Special Education to ensure compliance with Chapter 14.
- c.) Regular communication with student and parent / guardian will occur quarterly monitoring all IEP's.

11. Periodic Review of Students

A periodic review meeting will occur for each student at least every 90 school days. At the meeting, the treatment team will decide whether or not the student is ready to return to their home school district. Criteria for return is based on the student 's behavior and attendance in the Crossroads program along with the student's standing with the Sharpsville Area School District.

12. Other Contractual Agreements

- a.) Length of the Contract- August 26, 2020 through May 28, 2021.
- b.) Insurance-Crossroads Inc. shall provide and maintain, at its cost and expense, during the entire period of this agreement, a Comprehensive general Liability Insurance policy, in form and from an insurer satisfactory to the Sharpsville Area School District, covering all services to be performed and all obligations assumed under the terms of this agreement. Coverage provided under the policy shall not be less than one million dollars (\$1,000,000) per occurrence, combined single limits for bodily injury (including disease or death) and property damage (including loss of use) and Sharpsville Area School District shall be listed as an additional insured. Crossroads shall also provide and maintain, at its expense, during the entire period of performance of this agreement, such other insurance as is necessary including, but not necessarily limited to: automobile liability insurance, and workman's compensation insurance. A certificate of insurance evidencing the required coverage shall be delivered to the Sharpsville Area School District prior to Crossroads Inc. commencement of performance under the agreement. All insurances required to be provided by Crossroads, Inc. shall be endorsed to provide that insurer will provide at least (30) days prior written notice to the Sharpsville Area School District in the event the insurance required herein is modified, altered, canceled, or not renewed, or if additional insured parties are added during the contract term, such alteration shall require approval and certification to all such additional parties. If Crossroads, Inc. shall not have obtained replacement insurance, as is herein required in this agreement, the Sharpsville Area School District shall have the right to treat such failure as material a breach of its agreement and to exercise all appropriate rights and remedies including termination and, if it so elects, to secure necessary insurance protection at Crossroads, Inc.'s expense.

- c.) **Notice Provision:** Any and all notices required under the terms and conditions of this agreement shall be delivered to the following:

Crossroads Inc.

Sharpsville Area S.D.

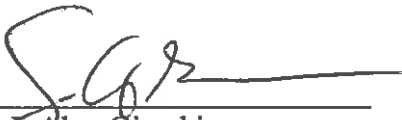
J. Alex Giroski
Executive Director of Education
1301 Roemer Blvd.
Farrell, PA 16121

- d.) **Contract Termination Rights-** Either party may terminate this contract with 30 days written notice.
- e.) The school district will provide school lunches to students that are referred by the school district.
- f.) **Hold Harmless:** Crossroads, Inc. shall defend, indemnify and hold harmless, the Sharpsville Area School District, its officers, directors, employees, representatives and agents, from any and all liability, claims, charges, suits, actions and causes of action of any nature whatsoever, relating to any act or omission by Crossroads, Inc., its officers, directors, shareholders, employees, representatives and agents, regarding its duties and obligations under this Agreement, whether such act or omission is negligent, intentional, or unintentional.
- g.) Crossroads, Inc., for and in consideration of compensation the amount of \$60.10 per regular education student/per day and \$105.82 per special education student per day, agrees to provide educational services to students from the Sharpsville Area School District, including those ordered by the court. The billing period will begin on the 5th of each month and conclude on the 5th of the following month.
- h.) **Nondiscrimination-**In carrying out the terms of this agreement, both parties agree not to discriminate against any employee or child or other person on account of age, race, color, sex, religious creed, national origin, or physical or mental handicap. Crossroads, Inc. and the Sharpsville Area School District shall comply with the Contract Compliance Regulations of the Pennsylvania Human Relations Commission and with all laws prohibiting discrimination in hiring or employment opportunities.
- i.) **Complete Agreement:** this writing contains the entire agreement between the parties hereto and no modifications of this agreement shall be binding unless such modifications shall be in writing and signed by the parties hereto.

- j.) Governing Law/Jurisdiction/Venue: This agreement has been executed in the county of Mercer, Commonwealth of Pennsylvania and the rights and obligations of the parties shall be governed by, enforced under, litigated in and interpreted in accordance with the substantive law of the Commonwealth of Pennsylvania without regard to its principles of conflicts of law.
- k.) Assignability: Neither party to this agreement may assign its rights or delegate its duties without the express prior written consent of the other party, and any such purported assignment without written consent shall be void. Such consent shall not be unreasonably withheld, delayed or conditioned.

In witness whereof, the duly authorized officers of the parties hereby set their hand causing this agreement to be executed legally and binding.

Crossroads Inc.



J. Alex Giroski
Executive Director of Education

Sharpsville Area School District



**Purchase of Service Agreement
Sharpsville Area School District
And**

**Crossroads Group Homes and Services, Inc.
Alternative Education Program**

This agreement is made the 17th day of June, 20 20 between the Sharpsville Area School District, 1 Blue Devil Way, Sharpsville, Pa. 16150 and Crossroads Group Homes and Services, Inc., 1243 Roemer Boulevard, Farrell, Pa. 16121. The contract period is from August 24, 2020 through May 28, 2021.

1. Facilities Environmental Health and Safety

- a.) Crossroads, Inc. assures that the buildings at 1243 and 1246 Roemer Boulevard in Farrell conform to applicable fire and panic requirements of the Commonwealth or any of its political subdivision.
- b.) A statement of approval by the Department of Labor and Industry is on file at the school district.
- c.) A copy of the licensing approval is on file with the school district and will be updated on a yearly basis.
- d.) Crossroads, Inc. assures that the health, physical welfare, and safety of pupils is maintained as evidenced by the annual survey and inspection of the building by the Department of Public Welfare and the Department of Health.
- e.) Crossroads, Inc. has a procedure on file for student and parent/guardian concerns and that any complaint will be referred to the Sharpsville Area School District.

2. School Food Service

- a.) Crossroads, Inc. assures that its kitchen and cafeteria facilities meet all state and local statutes regarding food safety and sanitation.
- b.) A copy of state and local inspections are on file with the Sharpsville Area School District.

3. Staffing

- a.) Crossroads, Inc. staff members meet the following criteria:
 - 1.) Employees must be of good moral character
 - 2.) Employees must be 21 years of age or older.
 - 3.) Employees must have a minimum of a high school diploma or GED
 - 4.) Act 33 and 34 Clearances are obtained for all staff and are on file at Crossroads Inc.
 - 5.) Physicals and TB test results are completed for all employees and are on file at Crossroads Inc.
 - 6.) Staff members are citizens of the United States or hold U.S. Immigration Services visa.
 - 7.) F.B.I. Clearances will be obtained and kept on file at Crossroads

4. Student Attendance

- a.) Crossroads, Inc. and the Sharpsville Area School District will maintain records of student attendance.
- b.) In the event that a student is absent or more than 45 minutes late to school, a representative of Crossroads will notify the Sharpsville Area School District within one hour of the start of the school day. A representative of Crossroads will also notify the parent or guardian of the child who was absent or late within the same time period.
- c.) The Sharpsville Area School District assures compliance with pupil attendance provisions under Chapter 11 of the State Board of Education Regulations.

5. Student and Program Records

- a.) The Sharpsville Area School District will maintain accurate and detailed records of each individual student attending Crossroads Inc., including:
 - 1.) Hours of instruction in each curricular area
 - 2.) Scholastic achievement
 - 3.) Test scores
 - 4.) Discipline/ Behavior records
 - 5.) Health records
 - 6.) Co-curricular activities records
 - 7.) IEPs
- b.) Crossroads, Inc.'s Director of Education will work cooperatively with school district personnel to provide necessary information and records.

6. Transportation

- a.) The district will provide normal daily transportation of students.

7. Safe Schools

- a.) The Sharpsville Area School District maintains records in regard to incidents involving acts of violence, possession of a weapon or possession, use or sale of a controlled substance or possession, use or sale of alcohol or tobacco by any persons on school property. These incidents are reported to the Department of Education pursuant to 24 P.S. 13-1303-A.
- b.) Crossroads, Inc.'s Director of Education will immediately report all new incidents involving acts of violence, possession of a weapon or possession, use or sale of a controlled substance or possession, use or sale of alcohol or tobacco to the Sharpsville Area School District and the City of Farrell Police Department. Written reports will be kept on file.

8. School Health Services

- a.) The District will provide school health services to Sharpsville Area students at Crossroads Inc. in accordance to School Code.

9. Academic Standards and Assessment

- a.) A copy of the Alternative Education Program, including a course outline, objectives, and standards are on file with the school district. The Sharpsville Area School District assures that Crossroads, Inc.'s Alternative Education Program complies with the academic standards in Reading, Speaking and Listening, Mathematics, and the Pennsylvania System of State Assessment (PSSA) under Chapter 4 of the State Board of Education Regulations.

10. Special Education Services and Programs

- a.) The Sharpsville Area School District assures that special education services and provisions under Chapter 14 of the State Board of Education regulations, Chapter 342 of the Department of Education and all provisions of the Individuals with Disabilities Education Act are followed.
- b.) Crossroads, Inc. will monitor and assure that all IEPs are current and implemented. Crossroads' Director of Education will maintain contact with the school district's Director of Special Education to ensure compliance with Chapter 14.

- c.) Regular communication with student and parent / guardian will occur quarterly monitoring all IEP's.

11. Identification of Eligible Students

- a.) Students are identified for placement in an Alternative Education Program for the following:
 - 1.) Disregard for school authority, including persistent violation of school policy and rules.
 - 2.) Display or use of controlled substances on school property or during school-affiliated activities.
 - 3.) Violent or threatening behavior on school property or during school-related activities.
 - 4.) Possession of a weapon on school property as defined under 18 Pa. C.S. Section 912 (relating to possession of a weapon on school property).
 - 5.) Commission of a criminal act on school property.
 - 6.) Misconduct that would merit suspension or expulsion under school property.

12. Periodic Review of Students

A periodic review meeting will occur for each student at least every 90 school days. At the meeting, the treatment team will decide whether or not the student is ready to return to their home school district. Criteria for return is based on the student's behavior and attendance in the Crossroads program along with the student's standing with the Sharpsville Area School District.

13. Other Contractual Agreements

- a.) Length of the Contract- August 24, 2020 through May 28, 2021.
- b.) Insurance-Crossroads Inc. shall provide and maintain, at its cost and expense, during the entire period of this agreement, a Comprehensive general Liability Insurance policy, in form and from an insurer satisfactory to the Sharpsville Area School District, covering all services to be performed and all obligations assumed under the terms of this agreement. Coverage provided under the policy shall not be less than one million dollars (\$1,000,000) per occurrence, combined single limits for bodily injury (including disease or death) and property damage (including loss of use) and Sharpsville Area School District shall be listed as an additional insured. Crossroads shall also provide and maintain, at its expense, during the entire period of performance of this agreement, such other insurance as is necessary including, but not necessarily limited to: automobile liability insurance, and workman's compensation

insurance. A certificate of insurance evidencing the required coverage shall be delivered to the Sharpsville Area School District prior to Crossroads Inc. commencement of performance under the agreement. All insurances required to be provided by Crossroads, Inc. shall be endorsed to provide that insurer will provide at least (30) days prior written notice to the Sharpsville Area School District in the event the insurance required herein is modified, altered, canceled, or not renewed, or if additional insured parties are added during the contract term, such alteration shall require approval and certification to all such additional parties. If Crossroads, Inc. shall not have obtained replacement insurance, as is herein required in this agreement, the Sharpsville Area School District shall have the right to treat such failure as material a breach of its agreement and to exercise all appropriate rights and remedies including termination and, if it so elects, to secure necessary insurance protection at Crossroads, Inc.'s expense.

- c.) Notice Provision: Any and all notices required under the terms and conditions of this agreement shall be delivered to the following:

Crossroads Inc.

Sharpsville Area S.D.

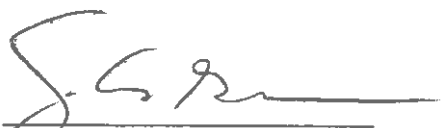
J. Alex Giroski
Executive Director of Operations
1243 Roemer Blvd.
Farrell, PA 16121

- d.) Contract Termination Rights- Either party may terminate this contract with 30 days written notice.
- e.) The school district will provide school lunches to students that are referred by the school district.
- f.) Hold Harmless: Crossroads, Inc. shall defend, indemnify and hold harmless, the Sharpsville Area School District, its officers, directors, employees, representatives and agents, from any and all liability, claims, charges, suits, actions and causes of action of any nature whatsoever, relating to any act or omission by Crossroads, Inc., its officers, directors, shareholders, employees, representatives and agents, regarding its duties and obligations under this Agreement, whether such act or omission is negligent, intentional, or unintentional.
- g.) Crossroads, Inc., for and in consideration of compensation the amount of \$60.10 per regular education student/per day and \$105.82 per special education student per day, agrees to provide educational services to students from the Sharpsville Area School District, including those ordered by the court. The billing period will begin on the 5th of each month and conclude on the 5th of the following month.

- h.) Nondiscrimination-In carrying out the terms of this agreement, both parties agree not to discriminate against any employee or child or other person on account of age, race, color, sex, religious creed, national origin, or physical or mental handicap. Crossroads, Inc. and the Sharon City School District shall comply with the Contract Compliance Regulations of the Pennsylvania Human Relations Commission and with all laws prohibiting discrimination in hiring or employment opportunities.
- i.) Complete Agreement: this writing contains the entire agreement between the parties hereto and no modifications of this agreement shall be binding unless such modifications shall be in writing and signed by the parties hereto.
- j.) Governing Law/Jurisdiction/Venue: This agreement has been executed in the county of Mercer, Commonwealth of Pennsylvania and the rights and obligations of the parties shall be governed by, enforced under, litigated in and interpreted in accordance with the substantive law of the Commonwealth of Pennsylvania without regard to its principles of conflicts of law.
- k.) Assignability: Neither party to this agreement may assign its rights or delegate its duties without the express prior written consent of the other party, and any such purported assignment without written consent shall be void. Such consent shall not be unreasonably withheld, delayed or conditioned.

In witness whereof, the duly authorized officers of the parties hereby set their hand causing this agreement to be executed legally and binding.

Crossroads Inc.

A handwritten signature in black ink, appearing to read 'J. Alex Giroski', written over a horizontal line.

J. Alex Giroski
Executive Director of Operations

Sharpsville Area School District

A handwritten signature in black ink, written over a horizontal line.



pennsylvania
DEPARTMENT OF EDUCATION

Phased School Reopening Health and Safety Plan Template

Each school entity must create a Health and Safety Plan which will serve as the local guidelines for all instructional and non-instructional school reopening activities. As with all emergency plans, the Health and Safety Plan developed for each school entity should be tailored to the unique needs of each school and should be created in consultation with local health agencies. Given the dynamic nature of the pandemic, each plan should incorporate enough flexibility to adapt to changing conditions. The templates provided in this toolkit can be used to document a school entity's Health and Safety Plan, with a focus on professional learning and communications, to ensure all stakeholders are fully informed and prepared for a local phased reopening of school facilities. A school entity's Health and Safety Plan must be approved by its governing body and posted on the school entity's publicly available website prior to the reopening of school. School entities should also consider whether the adoption of a new policy or the modification of an existing policy is necessary to effectively implement the Health and Safety Plan.

Each school entity should continue to monitor its Health and Safety Plan throughout the year and update as needed. All revisions should be reviewed and approved by the governing body prior to posting on the school entity's public website.

Table of Contents

Health and Safety Plan	3
Type of Reopening	4
Pandemic Coordinator/Team	5
Key Strategies, Policies, and Procedures	6
Cleaning, Sanitizing, Disinfecting and Ventilation	7
Social Distancing and Other Safety Protocols	8
Monitoring Student and Staff Health	12
Other Considerations for Students and Staff	14
Health and Safety Plan Professional Development.....	17
Health and Safety Plan Communications	18
Health and Safety Plan Summary	19
Facilities Cleaning, Sanitizing, Disinfecting and Ventilation	19
Social Distancing and Other Safety Protocols.....	19
Monitoring Student and Staff Health	20
Other Considerations for Students and Staff	21
Health and Safety Plan Governing Body Affirmation Statement	22

This resource draws on a resource created by the Council of Chief State School Officers (CCSSO) that is based on official guidance from multiple sources to include: the Centers for Disease Control and Prevention, the White House, American Academy of Pediatrics, Learning Policy Institute, American Enterprise Institute, Rutgers Graduate School of Education, the World Health Organization, the Office of the Prime Minister of Norway as well as the departments of education/health and/or offices of the governor for Idaho, Montana, New York, Texas and Washington, DC.

Health and Safety Plan: Sharpsville Area School District

All decision-makers should be mindful that as long as there are cases of COVID-19 in the community, there are no strategies that can completely eliminate transmission risk within a school population. The goal is to keep transmission as low as possible to safely continue school activities. All school activities must be informed by Governor Wolf's Process to Reopen Pennsylvania. The administration has categorized reopening into three broad phases: red, yellow, or green. These designations signal how counties and/or regions may begin easing some restrictions on school, work, congregate settings, and social interactions:

- The Red Phase: Schools remain closed for in-person instruction and all instruction must be provided via remote learning, whether using digital or non-digital platforms. Provisions for student services such as school meal programs should continue. Large gatherings are prohibited.
- The Yellow Phase and Green Phase: Schools may provide in-person instruction after developing a written Health and Safety Plan, to be approved by the local governing body (e.g. board of directors/trustees) and posted on the school entity's publicly available website.

Based on your county's current designation (i.e., red, yellow, green) and the best interests of your local community, indicate which type of reopening your LEA has selected by checking the appropriate box in row three of the table below. Use the remainder of the template to document your LEA's plan to bring back students and staff, how you will communicate the type of reopening with stakeholders in your community, and the process for continued monitoring of local health data to assess implications for school operations and potential adjustments throughout the school year.

Depending upon the public health conditions in any county within the Commonwealth, there could be additional actions, orders, or guidance provided by the Pennsylvania Department of Education (PDE) and/or the Pennsylvania Department of Health (DOH) designating the county as being in the red, yellow, or green phase. Some counties may not experience a straight path from a red designation, to a yellow, and then a green designation. Instead, cycling back and forth between less restrictive to more restrictive designations may occur as public health indicators improve or worsen. This means that your school entity should account for changing conditions in your local Health and Safety Plan to ensure fluid transition from more to less restrictive conditions in each of the phase requirements as needed.

Type of Reopening

Key Questions

- How do you plan to bring students and staff back to physical school buildings, particularly if you still need social distancing in place?
- How did you engage stakeholders in the type of re-opening your school entity selected?
- How will you communicate your plan to your local community?
- Once you reopen, what will the decision-making process look like to prompt a school closure or other significant modification to operations?

Based on your county's current designation and local community needs, which type of reopening has your school entity selected? (SELECT ONE BOX BELOW)

- ☒ Total reopen for all students and staff (but some students/families opt for distance learning out of safety/health concern).
- ☐ Scaffolded reopening: Some students are engaged in in-person learning, while others are distance learning (i.e., some grade levels in-person, other grade levels remote learning).
- ☐ Blended reopening that balances in-person learning and remote learning for all students (i.e., alternating days or weeks).
- ☐ Total remote learning for all students. (Plan should reflect future action steps to be implemented and conditions that would prompt the decision as to when schools will re-open for in-person learning).

Anticipated launch date for in-person learning (i.e., start of blended, scaffolded, or total reopening): September 3, 2020

Pandemic Coordinator/Team

Each school entity is required to identify a pandemic coordinator and/or pandemic team with defined roles and responsibilities for health and safety preparedness and response planning during the phased reopening of schools. The pandemic coordinator and team will be responsible for facilitating the local planning process, monitoring implementation of your local Health and Safety Plan, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety Plan throughout the school year. To ensure a comprehensive plan that reflects the considerations and needs of every stakeholder in the local education community, LEAs are encouraged to establish a pandemic team to support the pandemic coordinator. Inclusion of a diverse group of stakeholders is critical to the success of planning and implementation. LEAs are highly encouraged to make extra effort to engage representatives from every stakeholder group (i.e., administrators, teachers, support staff, students, families, community health official or other partners), with a special focus on ensuring that the voices of underrepresented and historically marginalized stakeholder groups are prioritized. In the table below, identify the individual who will serve as the pandemic coordinator and the stakeholder group they represent in the row marked "Pandemic Coordinator". For each additional pandemic team member, enter the individual's name, stakeholder group they represent, and the specific role they will play in planning and implementation of your local Health and Safety Plan by entering one of the following under "Pandemic Team Roles and Responsibilities":

- **Health and Safety Plan Development:** Individual will play a role in drafting the enclosed Health and Safety Plan;
- **Pandemic Crisis Response Team:** Individual will play a role in within-year decision making regarding response efforts in the event of a confirmed positive case or exposure among staff and students; or
- **Both (Plan Development and Response Team):** Individual will play a role in drafting the plan and within-year decision making regarding response efforts in the event of confirmed positive case.

Individual(s)	Stakeholder Group Represented	Pandemic Team Roles and Responsibilities (Options Above)
Julie Mehler	School Nurse	Pandemic Chairperson
John Vannoy	Superintendent	Both
Jaime Roberts	Business Manager	Both
Kirk Scurpa	Technology Integrator/Data Specialist	Both
Jon Fry	Elementary Principal	Both
Heldi Marshall	Middle School Principal	Both
Carol Houck	High School Principal	Both

Wade Hoagland	Director of Facilities	Both
Kristy Sayle	Food Service Director	Both
Darlene Cheney	Administrative Assistant	Both
Scott McCaskey	Special Education Director	Both
Krystal Miller	Administrative Assistant	Both
Jenna Stowe	Middle School Teacher	Both

Key Strategies, Policies, and Procedures

Once your LEA has determined the type of reopening that is best for your local community and established a pandemic coordinator and/or pandemic team, use the action plan templates on the following pages to create a thorough plan for each of the requirements outlined in the Pennsylvania Department of Education's Preliminary Guidance for Phased Reopening of PreK-12 Schools.

For each domain of the Health and Safety Plan, draft a detailed summary describing the key strategies, policies, and procedures your LEA will employ to satisfy the requirements of the domain. The domain summary will serve as the public-facing description of the efforts your LEA will take to ensure health and safety of every stakeholder in your local education community. Thus, the summary should be focused on the key information that staff, students, and families will require to clearly understand your local plan for the phased reopening of schools. You can use the key questions to guide your domain summary.

For each requirement within each domain, document the following:

- **Action Steps under Yellow Phase:** Identify the discrete action steps required to prepare for and implement the requirement under the guidelines outlined for counties in yellow. List the discrete action steps for each requirement in sequential order.
 - **Action Steps under Green Phase:** Identify the specific adjustments the LEA or school will make to the requirement during the time period the county is designated as green. If implementation of the requirement will be the same regardless of county designation, then type "same as Yellow" in this cell.
 - **Lead Individual and Position:** List the person(s) responsible for ensuring the action steps are fully planned and the school system is prepared for effective implementation.
 - **Materials, Resources, and/or Supports Needed:** List any materials, resources, or support required to implement the requirement.
 - **Professional Development (PD) Required:** In order to implement this requirement effectively, will staff, students, families, or other stakeholders require professional development?
- In the following tables, an asterisk (*) denotes a mandatory element of the plan. All other requirements are highly encouraged to the extent possible.

Cleaning, Sanitizing, Disinfecting, and Ventilation

Key Questions

- How will you ensure the building is cleaned and ready to safely welcome staff and students?
- How will you procure adequate disinfection supplies meeting OSHA and CDC requirements for COVID-19?
- How often will you implement cleaning, sanitation, disinfecting, and ventilation protocols/procedures to maintain staff and student safety?
- What protocols will you put in place to clean and disinfect throughout an individual school day?
- Which stakeholders will be trained on cleaning, sanitizing, disinfecting, and ventilation protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

- Promote healthy hygiene practices such as hand washing and employees wearing a face clothing as feasible and needed.
- Intensify cleaning, disinfection, and ventilation
- Encourage social distancing through increased spacing, small groups and limited mixing between groups, if feasible.
- Train all employees on health and safety protocols.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and/or Supports Needed	PD Required (Y/N)
* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)	High traffic areas will be sanitized throughout the day. The district will promote hygiene practices such as hand washing and employees wearing a face mask as feasible. Intensify cleaning, disinfection, and ventilation.	High traffic areas will be sanitized throughout the day. The district will promote hygiene practices	Wade Hoagland - Director of Facilities	Soap, disinfectant, hand sanitizer, paper towels, tissues, masks, gloves, shields, and installation of plexiglass in cafeterias and offices.	Train all employee on health and safety protocols.
Other cleaning, sanitizing, disinfecting, and ventilation practices					

Social Distancing and Other Safety Protocols

Key Questions

- How will classrooms/learning spaces be organized to mitigate spread?
- How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?
- What policies and procedures will govern use of other communal spaces within the school building?
- How will you utilize outdoor space to help meet social distancing needs?
- What hygiene routines will be implemented throughout the school day?
- How will you adjust student transportation to meet social distancing requirements?
- What visitor and volunteer policies will you implement to mitigate spread?
- Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?
- Which stakeholders will be trained on social distancing and other safety protocols? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

The district will educate our staff and students on how to protect themselves and others. The following areas will be covered:

- Know about COVID-19
- Know how COVID-19 is spread
- Protect yourself and others from COVID-19
- Practice social distancing
- Prevent the spread of COVID-19 if you are sick
- Know your risk for severe illness

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and/or Supports Needed	PD Required (Y/N)
<ul style="list-style-type: none"> Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible 	Students will be assigned to their homeroom teachers on the secondary level. Google classroom assignments will be utilized. The elementary students will remain in their classrooms and the teachers will travel. Desks will be spread apart and faced in the same direction.	Students will follow their traditional schedules when feasible. Social distancing guidelines will be utilized.	Classroom Teachers	Google Classrooms	Ongoing Google training for staff
<ul style="list-style-type: none"> Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms 	The district will limit the extent to which students mix with each other. Stagger lunch by class, segregate lunch and recess area by class. Restrict hallway use through homeroom or staggered release of classes.	Social distancing guidelines and teach and reinforce healthy hygiene practices.	Cafeteria – Food Service Director Building Level Staff	PPE Equipment and cleaning supplies	Train all employee on health and safety protocols.
<ul style="list-style-type: none"> Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices 	High traffic areas will be sanitized throughout the day. The District will promote hygiene practices such as hand washing and employees wearing a face mask as feasible. Intensify cleaning, disinfection, and ventilation.	High traffic areas will be sanitized throughout the day. The District will promote hygiene practices.	All District Staff	Soap, disinfectant, hand sanitizers, paper towels, tissues, masks, gloves, shields and installation of Plexiglass in cafeterias and offices	Train employee on health and safety protocols
<ul style="list-style-type: none"> Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs 	Signage throughout all buildings and on all front doors. Information will also be posted to the various online platforms utilized by the school district	Signage throughout all buildings and on all front doors. Information will also be posted to the various online platforms utilized by the school district.	Office Staff	CDC Guidelines	Train employee on health and safety protocols

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and/or Supports Needed	PD Required (Y/N)
* Identifying and festifying non- essential visitors and volunteers	<p>Limit non-essential visitors.</p> <p>Refrain from scheduling large group activities such as field trips, inter-group events, and extracurricular activities.</p> <p>Restrict non-essential visitors, volunteers, and activities that involve other groups.</p>	<p>Limit non-essential visitors.</p> <p>Refrain from scheduling large group activities such as field trips, inter-group events, and extracurricular activities.</p> <p>Restrict non-essential visitors, volunteers, and activities that involve other groups.</p>	Office Staff	Identification	Train employee on health and safety protocols
* Handling sporting activities for recess and physical education classes consistent with the CDC Considerations for Youth Sports	<p>Designated areas by class for recess.</p> <p>Physical education classes will do outdoor activities when possible.</p> <p>Monitor proximity of students, and the length of time that students are close to each other or staff.</p> <p>Monitor and limit necessary touching of shared equipment and gear.</p>	Practice social distancing and promote hygiene practices	District Staff	CDC Guidelines	Train employee on health and safety protocols
Limiting the sharing of materials among students	<p>Clean and disinfect shared items between uses.</p> <p>Keep each student's belongings separated from others' and in individually labeled containers, cubbies, lockers or other areas.</p>	<p>Clean and disinfect shared items between uses.</p> <p>Keep each student's belongings separated from others' and in individually labeled containers, cubbies, lockers or other areas.</p>	Classroom Teachers	Cleaning Supplies	Train employee on health and safety protocols

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and or Supports Needed	PD Required (Y/N)
Staggering the use of communal spaces and hallways	Disinfect those areas in between use. Stagger classes of students in hallways to limit numbers in hallways at any time.	Disinfect those areas in between use.	Cleaning Staff for disinfecting Administration for scheduling	Cleaning products	Train employee on health and safety protocols
Adjusting transportation schedules and practices to create social distance between students	Placement of one student per seat.	Placement of one student per seat.			Train employee on health and safety protocols
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	Students will be assigned to their homeroom teachers on the secondary level. Google classroom assignments will be utilized. The elementary students will remain in their classrooms and the teachers will travel. Desks will be spread apart and faced in the same direction.	Students will follow their traditional schedules when feasible. Social distancing guidelines will be utilized.	Administration	Google Classroom	Train employee on health and safety protocols
Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school- year calendars	All groups using district facilities will be subject to our plan.	All groups using district facilities will be subject to our plan.	Administration	SASD Health and Safety Plan as well as CDC Guidelines	Train employee on health and safety protocols
Other social distancing and safety practices	As recommended by CDC and Department of Health.	As recommended by CDC and Department of Health.			Train employee on health and safety protocols

Monitoring Student and Staff Health

Key Questions

- How will you monitor students, staff, and others who interact with each other to ensure they are healthy and not exhibiting signs of illness?
- Where, to whom, when, and how frequently will the monitoring take place (e.g. parent or child report from home or upon arrival to school)?
- What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19?
- Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
- What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable to return? How will you accommodate students who are unable or uncomfortable to return?
- When and how will families be notified of confirmed staff or student illness or exposure and resulting changes to the local Health and Safety Plan?
- Which stakeholders will be trained on protocols for monitoring student and staff health? When and how will the training be provided? How will preparedness to implement as a result of the training be measured?

Summary of Responses to Key Questions:

The District will develop and implement procedures to check for signs and symptoms of students and employees daily upon arrival as feasible.

- Encourage anyone who is sick to stay at home.
- Plan for if students or employees get sick
- Regularly communicate and monitor developments with local authorities, employees, families regarding cases, exposures, and updates to policies and procedures.
- Monitor student and employee absences.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and/or Supports Needed	PD Required (Y/N)
* Monitoring students and staff for symptoms and history of exposure	<p>Check for signs and symptoms of students and staff daily upon arrival.</p> <p>Conduct routine daily health checks when feasible.</p> <p>Develop a system for home/self screening and reporting procedures.</p> <p>Encourage individuals to stay home if they are sick.</p>	<p>Check for signs and symptoms of students and staff daily upon arrival.</p> <p>Conduct routine daily health checks when feasible.</p> <p>Develop a system for home/self screening and reporting procedures.</p> <p>Encourage individuals to stay home if they are sick.</p>	School nurse	CDC Guidelines Department of Health Recommendations	Train employee on health and safety protocols
* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure	<p>Work with school administrators and school nurse to identify an isolation room or area to separate anyone who exhibits COVID-19 like symptoms.</p> <p>Establish procedures for safely transporting sick individuals home.</p> <p>Close off areas used by a sick person and do not use before cleaning and disinfection.</p> <p>Notify local health officials, staff, and families of exposure or confirmed case while maintaining confidentiality.</p>	<p>Work with school administrators and school nurse to identify an isolation room or area to separate anyone who exhibits COVID-19 like symptoms.</p> <p>Establish procedures for safely transporting sick individuals home.</p> <p>Close off areas used by a sick person and do not use before cleaning and disinfection.</p> <p>Notify local health officials, staff, and families of exposure or confirmed case while maintaining confidentiality.</p>	School Nurse	CDC Guidelines Department of Health Recommendations	Train employee on health and safety protocols

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and/or Supports Needed	PD Required (Y/N)
Returning Isolated or quarantined staff, students, or visitors to school	Refer to most recent DOH guidance on home isolation or quarantine and returning to work/school.	Refer to most recent DOH guidance on home isolation or quarantine and returning to work/school.	School Nurse	CDC Guidelines Department of Health Recommendations	Train employee on health and safety protocols
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	The District will use the various forms of online platforms (school app, website, District Facebook page, mass email notifications, mass phone calls).	The District will use the various forms of online platforms (school app, website, District Facebook page, mass email notifications, mass phone calls).	Superintendent	CDC Guidelines Department of Health Recommendations	Train employee on health and safety protocols
Other monitoring and screening practices	CDC guidelines Department of Health Recommendations	CDC guidelines Department of Health Recommendations	School Nurse and Administration	CDC Guidelines Department of Health Recommendations	Train employee on health and safety protocols

Other Considerations for Students and Staff

Key Questions

- What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?
- What special protocols will you implement to protect students and staff at higher risk for severe illness?
- How will you ensure enough substitute teachers are prepared in the event of staff illness?
- How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as supports for social emotional wellness at school and at home?

Summary of Responses to Key Questions:

Our Continuity of Education Plan will serve as our plan in the event that we encounter an increase in the number of cases or we go from green to yellow or back to red.

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and/or Supports Needed	PD Required (Y/N)
Protecting students and staff at higher risk for severe illness	<p>People need to know their risk for severe illness.</p> <p>Everyone is at risk of getting COVID-19.</p> <p>Older adults and people of any age who have serious underlying medical conditions may be at higher risk for more severe illness.</p> <p>Establish and maintain communication with local and state authorities to determine current mitigation levels in our community.</p> <p>Explore offering duties that minimize higher risk individuals' contact with others.</p> <p>Limit or cancel all non-essential travel as necessary.</p> <p>Protect employees at higher risk for severe illness by supporting options to telework as feasible.</p>	<p>People need to know their risk for severe illness.</p> <p>Everyone is at risk of getting COVID-19.</p> <p>Older adults and people of any age who have serious underlying medical conditions may be at higher risk for more severe illness.</p> <p>Establish and maintain communication with local and state authorities to determine current mitigation levels in our community.</p> <p>Explore offering duties that minimize higher risk individuals' contact with others.</p> <p>Limit or cancel all non-essential travel as necessary.</p> <p>Protect employees at higher risk for severe illness by supporting options to telework as feasible.</p>	School Nurse and Administration	CDC Guidelines Department of Health Recommendations	Train employee on health and safety protocols
* Use of face coverings (masks or face shields) by all staff	masks/shields will be required.	masks/shields will be optional.	Administration	CDC Guidelines Department of Health Recommendations	Train employee on health and safety protocols

Requirements	Action Steps under Yellow Phase	Action Steps under Green Phase	Lead Individual and Position	Materials, Resources, and/or Supports Needed	PD Required (Y/N)
* Use of face coverings (masks or face shields) by older students (as appropriate)	masks/shields will be required.	masks/shields will be optional.	Administration	CDC Guidelines. Department of Health Recommendations	Train employee on health and safety protocols
Unique safety protocols for students with complex needs or other vulnerable individuals	Determine additional considerations and supports needed for students with disabilities with complex medical needs to ensure the safety of these students and the individuals providing services to these students.			CDC Guidelines Department of Health Recommendations	Train employee on health and safety protocols
Strategic deployment of staff	Our Continuity of Education Plan will serve as our plan in the event that we encounter an increase in the number of cases or we go from green to yellow or back to red.	Our Continuity of Education Plan will serve as our plan in the event that we encounter an increase in the number of cases or we go from green to yellow or back to red.	Administration	CDC Guidelines Department of Health Recommendations	Train employee on health and safety protocols

Health and Safety Plan Professional Development

The success of your plan for a healthy and safe reopening requires all stakeholders to be prepared with the necessary knowledge and skills to implement the plan as intended. For each item that requires professional development, document the following components of your professional learning plan.

- **Topic:** List the content on which the professional development will focus.
- **Audience:** List the stakeholder group(s) who will participate in the professional learning activity.
- **Lead Person and Position:** List the person or organization that will provide the professional learning.
- **Session Format:** List the strategy/format that will be utilized to facilitate participant learning.
- **Materials, Resources, and or Supports Needed:** List any materials, resources, or support required to implement the requirement.
- **Start Date:** Enter the date on which the first professional learning activity for the topic will be offered.
- **Completion Date:** Enter the date on which the last professional learning activity for the topic will be offered.

[illegible]

Health and Safety Plan Communications

Timely and effective family and caregiver communication about health and safety protocols and schedules will be critical. Schools should be particularly mindful that frequent communications are accessible in non-English languages and to all caregivers (this is particularly important for children residing with grandparents or other kin or foster caregivers). Additionally, LEAs should establish and maintain ongoing communication with local and state authorities to determine current mitigation levels in your community.

Topic	Audience	Lead Person and Position	Mode of Communications	Start Date	Completion Date
Health and Safety Plan	Community	Superintendent	School Website	July 1, 2020	June 10, 2021

Health and Safety Plan Summary: Sharpsville Area School District

Anticipated Launch Date: July 1, 2020

Use these summary tables to provide your local education community with a detailed overview of your Health and Safety Plan. LEAs are required to post this summary on their website. To complete the summary, copy and paste the domain summaries from the Health and Safety Plan tables above.

Facilities: Cleaning, Sanitizing, Disinfecting and Ventilation

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none"> * Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation) 	<p>High traffic areas will be sanitized throughout the day. The District will promote hygiene practices such as hand washing and employees wearing a face mask as feasible. Intensify cleaning, disinfection, and ventilation.</p>

Social Distancing and Other Safety Protocols

Requirement(s)	Strategies, Policies and Procedures
<ul style="list-style-type: none"> * Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible * Restricting the use of cafeterias and other congregating settings, and serving meals in alternate settings such as classrooms * Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices * Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs * Handling sporting activities consistent with the <u>CDC Considerations for Youth Sports</u> for recess and physical education classes 	<p>The District will increase the space between desks. Rearrange student desks to maximize the space between students. Turn desks to face in the same direction to reduce transmission caused by virus containing droplets.</p> <p>The district will limit the extent to which students mix with each other. Stagger lunch by class, segregate lunch and recess area by class. Restrict hallway use through homeroom or staggered release of classes.</p> <p>High traffic areas will be sanitized throughout the day. The District will promote hygiene practices such as hand washing and employees wearing a face mask as feasible. Intensify cleaning, disinfection, and ventilation.</p> <p>Signage throughout all buildings and on all front doors. Information will also be posted to the various online platforms utilized by the school district.</p>

Requirement(s)	Strategies, Policies and Procedures
<p>Limiting the sharing of materials among students</p> <p>Staggering the use of communal spaces and hallways</p> <p>Adjusting transportation schedules and practices to create social distance between students</p> <p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p> <p>Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars</p> <p>Other social distancing and safety practices</p>	<p>Designated areas to be used by classes for recess. PE classes will do outdoor activities whenever possible. Monitor the proximity of students and the length of time that students are close to each other and staff. Monitor and limit the necessary touching of both equipment and gear.</p>

Requirement(s)	Strategies, Policies and Procedures
<p>Monitoring Student and Staff Health</p> <p>* Monitoring students and staff for symptoms and history of exposure</p> <p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p> <p>* Returning isolated or quarantined staff, students, or visitors to school</p> <p>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</p>	<p>Check for signs and symptoms of students and staff daily upon arrival. Conduct routine daily health checks when feasible. Develop a system for home/self-screening and reporting procedures. Encourage individuals to stay home if they are sick.</p> <p>Work with school administrators and school nurse to identify an isolation room or area to separate anyone who exhibits COVID-19 like symptoms. Establish procedures for safely transporting sick individuals home. Close off areas used by a sick person and do not use before cleaning and disinfection. Notify local health officials, staff, and families of exposure or confirmed case while maintaining confidentiality.</p> <p>Refer to most recent DOH guidance on home isolation or quarantine and returning to work/school.</p>

Requirement(s)	Strategies, Policies and Procedures
	<p>The District will use the various forms of online platforms (school app, website, District Facebook page, mass email notifications, mass phone calls).</p>
Other Considerations for Students and Staff	
Requirement(s)	Strategies, Policies and Procedures
<p>* Protecting students and staff at higher risk for severe illness</p> <p>* Use of face coverings (masks or face shields) by all staff</p> <p>* Use of face coverings (masks or face shields) by older students (as appropriate)</p> <p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<p>People need to know their risk for severe illness. Everyone is at risk of getting COVID-19. Older adults and people of any age who have serious underlying medical conditions may be at higher risk for more severe illness. Establish and maintain communication with local and state authorities to determine current mitigation levels in our community. Explore offering duties that minimize higher risk individuals' contact with others. Limit or cancel all non-essential travel as necessary. Protect employees at higher risk for severe illness by supporting options to telework as feasible.</p>
<p>Strategic deployment of staff</p>	<p>In green phase they will be optional and in yellow required.</p>
	<p>In green phase they will be optional and in yellow required.</p>
	<p>Determine additional considerations and supports needed for students with disabilities with complex medical needs to ensure the safety of these students and the individuals providing services to these students.</p>
	<p>Our Continuity of Education Plan will serve as our plan in the event that we encounter an increase in the number of cases or we go from green to yellow or back to red.</p>

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Sharpsville Area School District** reviewed and approved the Phased School Reopening Health and Safety Plan on **June 17, 2020**

The plan was approved by a vote of:

_____ **Yes**

_____ **No**

Affirmed on: **June 17, 2020**

By:

(Signature of Board President)*

Dr. Deanna Thomas

(Print Name of Board President)

*Electronic signatures on this document are acceptable using one of the two methods detailed below.

Option A: The use of actual signatures is encouraged whenever possible. This method requires that the document be printed, signed, scanned, and then submitted.

Option B: If printing and scanning are not possible, add an electronic signature using the resident Microsoft Office product signature option, which is free to everyone, no installation or purchase needed.

FINAL GENERAL FUND BUDGET

Fiscal Year 2020-2021

General Fund Budget Approval

Date of Adoption of the General Fund Budget: 06/17/2020



President of the Board - Original Signature Required

Secretary of the Board - Original Signature Required

Chief School Administrator - Original Signature Required

Jaime Roberts

Contact Personjroberts@sasdpriide.orgEmail AddressDate

6-17-2020

Date

6/17/2020

Date

06.17-2020

(724)962-8300

Extn :4103

TelephoneExtension

CERTIFICATION OF ESTIMATED ENDING FUND BALANCE FROM 2020-2021 GENERAL FUND BUDGET

24 PS 6-688

(10/2010)

SCHOOL DISTRICT : Sharpsville Area SD	COUNTY : Mercer	AUN : 104435703
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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 or equal to the specified percentage of its total budgeted expenditures:

Total Budgeted Expenditures	Fund Balance % Limit (less than or equal to)
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 2020-2021 (compared to 2019-2020)?

Yes ☒
No ☐

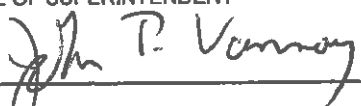
If yes, see information below, taken from the 2020-2021 General Fund Budget.

Total Budgeted Expenditures	\$18631273
Ending Unassigned Fund Balance	\$1060198
Ending Unassigned Fund Balance as a percentage (%) of Total Budgeted Expenditures	5.7%

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 06-17-2020
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DUE DATE: AUGUST 15, 2020

FOR PUBLIC INSPECTION OF 2020-2021 PROPOSED BUDGET

24 PS 8-687(a)(1)

(03/2006)

School District Name : Sharpsville 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 5/18/2020
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DUE DATE: IMMEDIATELY FOLLOWING
ADOPTION OF PROPOSED
FINAL GENERAL FUND BUDGET

<u>Val Number</u>	<u>Description</u>	<u>Justification</u>
8060	Ending Fund Balance Entry and Budgetary Reserve: If 5900 Budgetary Reserve is not equal to 0, a justification must be entered below.	Budgetary Reserve is budgeted to cover unplanned grants and/or unforeseen unbudgeted expenditures.
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.	Estimated Ending Unassigned Fund Balance will be used to offset future budget as well as maintained for cash flow purposes.

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	266,107
0850 Unassigned Fund Balance	1,060,198
Total Estimated Beginning Unreserved Fund Balance Available for Appropriation and Reserves Scheduled For Liquidation During The Fiscal Year	<u>\$1,326,305</u>
Estimated Revenues And Other Financing Sources	
6000 Revenue from Local Sources	6,330,847
7000 Revenue from State Sources	11,228,083
8000 Revenue from Federal Sources	806,436
9000 Other Financing Sources	
Total Estimated Revenues And Other Financing Sources	<u>\$18,365,166</u>
Total Estimated Fund Balance, Revenues, and Other Financing Sources Available for Appropriation	<u>\$19,691,471</u>

	Amount
REVENUE FROM LOCAL SOURCES	
6111 Current Real Estate Taxes	4,755,546
6113 Public Utility Realty Taxes	5,485
6114 Payments in Lieu of Current Taxes - State / Local	4,300
6120 Current Per Capita Taxes, Section 679	17,730
6140 Current Act 511 Taxes - Flat Rate Assessments	40,095
6150 Current Act 511 Taxes - Proportional Assessments	758,938
6400 Delinquencies on Taxes Levied / Assessed by the LEA	179,559
6500 Earnings on Investments	20,000
6700 Revenues from LEA Activities	43,268
6800 Revenues from Intermediary Sources / Pass-Through Funds	178,886
6910 Rentals	12,300
6920 Contributions and Donations from Private Sources	400
6940 Tuition from Patrons	311,140
6990 Refunds and Other Miscellaneous Revenue	3,000
REVENUE FROM LOCAL SOURCES	\$6,330,647
REVENUE FROM STATE SOURCES	
7111 Basic Education Funding-Formula	6,456,202
7112 Basic Education Funding-Social Security	368,004
7160 Tuition for Orphans Subsidy	21,000
7271 Special Education funds for School-Aged Pupils	789,934
7311 Pupil Transportation Subsidy	357,670
7312 Nonpublic and Charter School Pupil Transportation Subsidy	22,330
7320 Rental and Sinking Fund Payments / Building Reimbursement Subsidy	473,984
7330 Health Services (Medical, Dental, Nurse, Act 25)	23,500
7340 State Property Tax Reduction Allocation	450,395
7360 Safe Schools	222,461
7505 Ready to Learn Block Grant	239,259
7820 State Share of Retirement Contributions	1,803,344
REVENUE FROM STATE SOURCES	\$11,228,083
REVENUE FROM FEDERAL SOURCES	
8514 NCLB, Title I - Improving the Academic Achievement of the Disadvantaged	326,797
8515 NCLB, Title II - Preparing, Training and Recruiting High Quality Teachers and Principals	46,517
8517 NCLB, Title IV - 21st Century Schools	19,498
8741 Elementary and Secondary School Emergency Relief Fund (ESSER)	307,924
	Page 6

	<u>Amount</u>
REVENUE FROM FEDERAL SOURCES	
8810 School-Based Access Medicaid Reimbursement Program (SBAP)	100,000
Reimbursements (Access)	
8820 Medical Assistance Reimbursement for Administrative Claiming	5,700
(Quarterly) Program	
REVENUE FROM FEDERAL SOURCES	\$806,436
TOTAL ESTIMATED REVENUES AND OTHER SOURCES	18,365,166

Act 1 Index (current): 3.9%
Calculation Method:

Approx. Tax Revenue from RE Taxes:
Amount of Tax Relief for Homestead Exclusions
Total Approx. Tax Revenue:
Approx. Tax Levy for Tax Rate Calculation:

Rate

\$4,755,546
\$450,395
\$5,205,941
\$5,509,486
Mercer

Total

2019-20 Data

- a. Assessed Value
- b. Real Estate Mills

\$67,045,150
80.5000

I. 2020-21 Data

- c. 2018 STEB Market Value
- d. Assessed Value
- e. Assessed Value of New Constr/ Renov

\$294,763,384
\$294,763,384
\$67,188,850
\$0

2019-20 Calculations

- f. 2019-20 Tax Levy

\$5,397,135

(a * b)

2020-21 Calculations

- g. Percent of Total Market Value
- h. Rebalanced 2019-20 Tax Levy
- (f Total * g)

100.000000%
\$5,397,135

- i. Base Mills Subject to Index

80.5000

(h / a * 1000) if no reassessment

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

Calculation of Tax Rates and Levies Generated

- j. Weighted Avg. Collection Percentage
- k. Tax Levy Needed
- (Approx. Tax Levy * g)

94.000000%
\$5,509,486

I. 2020-21 Real Estate Tax Rate

(k / d * 1000)

82.0000

- m. Tax Levy Generated by Mills

\$5,509,486

(l / 1000 * d)

- n. Tax Levy minus Tax Relief for Homestead Exclusions

\$5,059,091

- o. Net Tax Revenue Generated By Mills

\$4,755,546

(n * Est. Pct. Collection)

Act 1 Index (current): 3.9%

Calculation Method:

Approx. Tax Revenue from RE Taxes: \$4,755,546
Amount of Tax Relief for Homestead Exclusions \$450,395
Total Approx. Tax Revenue: \$5,205,941
Approx. Tax Levy for Tax Rate Calculation: \$5,509,486

Mercer Total

Index Maximums

p. Maximum Mills Based On Index (l * (1 + Index))	83.6395	
q. Mills In Excess of Index (if (l > p), (l - p))	0.0000	
r. Maximum Tax Levy Based On Index (p / 1000 * d)	\$5,619,642	\$5,619,642
IV. s. Millage Rate within Index? (If l > p Then No)	Yes	
t. Tax Levy In Excess of Index (if (m > r), (m - r))	\$0	\$0
u. Tax Revenue In Excess of Index (t * Est. Pct. Collection)	\$0	\$0

Information Related to Property Tax Relief

V. Assessed Value Exclusion per Homestead	\$2,636.00	
Number of Homestead/Farmstead Properties	2083	2083
Median Assessed Value of Homestead Properties		\$17,400

Act 1 Index (current): 3.9%
Calculation Method:

Approx. Tax Revenue from RE Taxes:
Amount of Tax Relief for Homestead Exclusions
Total Approx. Tax Revenue:
Approx. Tax Levy for Tax Rate Calculation:

Rate
\$4,755,546
\$450,395
\$5,205,941
\$5,509,486
Mercer

Total

State Property Tax Reduction Allocation used for: Homestead Exclusions	\$450,395	Lowering RE Tax Rate	\$450,395
Prior Year State Property Tax Reduction Allocation used for: Homestead Exclusions	\$0		\$0
Amount of Tax Relief from State/Local Sources			\$450,395

CODE

6111 Current Real Estate Taxes

<u>County Name</u>	<u>Taxable Assessed Value</u>	<u>Real Estate Mills</u>	<u>Tax Levy Generated by Mills</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>
Mercer	67,188,850	82.0000	5,509,486			94.000000%	
Totals:	67,188,850		5,509,486	450,395	5,059,091	94.000000% =	4,755,546

	<u>Rate</u>	<u>Add'l Rate (if appl.)</u>	<u>Tax Levy</u>	<u>Estimated Revenue</u>
6120 <u>Current Per Capita Taxes, Section 679</u>	\$5.00			17,730
6140 <u>Current Act 511 Taxes - Flat Rate Assessments</u>				
6141 <u>Current Act 511 Per Capita Taxes</u>	\$5.00	\$0.00	17,730	17,730
6142 <u>Current Act 511 Occupation Taxes - Flat Rate</u>	\$10.00	\$0.00	22,365	22,365
6143 <u>Current Act 511 Local Services Taxes</u>	\$0.00	\$0.00	0	0
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			40,095	40,095
<u>Current Act 511 Taxes - Proportional Assessments</u>				
6150 <u>Current Act 511 Earned Income Taxes</u>	0.500%	0.000%	709,704	709,704
6151 <u>Current Act 511 Occupation Taxes</u>	0.000%	0.000%	0	0
6152 <u>Current Act 511 Real Estate Transfer Taxes</u>	0.500%	0.000%	49,234	49,234
6153 <u>Current Act 511 Amusement Taxes</u>	0.000%	0.000%	0	0
6154 <u>Current Act 511 Business Privilege Taxes</u>	0.000%	0.000%	0	0
6155 <u>Current Act 511 Mechanical Device Taxes - Percentage</u>	0.000%	0.000%	0	0
6156 <u>Current Act 511 Mercantile Taxes</u>	0.000%	0.000%	0	0
6157 <u>Current Act 511 Taxes, Other Proportional Assessments</u>	0	0	0	0

Total Current Act 511 Taxes - Proportional Assessments			758,938	758,938
Total Act 511, Current Taxes				799,033
Act 511 Tax Limit -->	294,763,384	X	12	3,537,161
	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
		2019-20 (Rebalanced)	2020-21				2019-20 (Rebalanced)	2020-21		
6111	<u>Current Real Estate Taxes</u>									
	Mercer									
6120	Current Per Capita Taxes, Section 679	80.5000	82.0000	1.87%	Yes	3.9%				
	<u>Current Act 511 Taxes – Flat Rate Assessments</u>	\$5.00	\$5.00	0.00%	Yes	3.9%				
6141	Current Act 511 Per Capita Taxes	\$5.00	\$5.00	0.00%	Yes	3.9%				
6142	Current Act 511 Occupation Taxes - Flat Rate	\$10.00	\$10.00	0.00%	Yes	3.9%				
	<u>Current Act 511 Taxes – Proportional Assessments</u>									
6151	Current Act 511 Earned Income Taxes	0.500%	0.500%	0.00%	Yes	3.9%				
6153	Current Act 511 Real Estate Transfer Taxes	0.500%	0.500%	0.00%	Yes	3.9%				

Description

1000 Instruction

- 1100 Regular Programs - Elementary / Secondary
- 1200 Special Programs - Elementary / Secondary
- 1300 Vocational Education
- 1400 Other Instructional Programs - Elementary / Secondary
- 1500 Nonpublic School Programs

Total Instruction

2000 Support Services

- 2100 Support Services - Students
- 2200 Support Services - Instructional Staff
- 2300 Support Services - Administration
- 2400 Support Services - Pupil Health
- 2500 Support Services - Business
- 2600 Operation and Maintenance of Plant Services
- 2700 Student Transportation Services
- 2800 Support Services - Central
- 2900 Other Support Services

Total Support Services

3000 Operation of Non-Instructional Services

- 3200 Student Activities

Total Operation of Non-Instructional Services

5000 Other Expenditures and Financing Uses

- 5100 Debt Service / Other Expenditures and Financing Uses
- 5200 Interfund Transfers - Out
- 5900 Budgetary Reserve

Total Other Expenditures and Financing Uses

Total Estimated Expenditures and Other Financing Uses

Amount

7,851,942
2,688,339
427,893
40,794
16,163
\$11,024,931

596,674
422,770
1,156,658
190,550
260,290
2,146,462
514,903
251,241
8,500
\$5,548,048

485,414
\$485,414

154,358
1,388,522
50,000
\$1,592,880
\$18,631,273

Description

Amount

1000 Instruction	
1100 <u>Regular Programs - Elementary / Secondary</u>	
100 Personnel Services - Salaries	4,240,415
200 Personnel Services - Employee Benefits	2,862,489
300 Purchased Professional and Technical Services	206,072
400 Purchased Property Services	47,437
500 Other Purchased Services	262,796
600 Supplies	227,978
800 Other Objects	4,755
Total Regular Programs - Elementary / Secondary	\$7,851,942
1200 <u>Special Programs - Elementary / Secondary</u>	
100 Personnel Services - Salaries	1,069,245
200 Personnel Services - Employee Benefits	860,657
300 Purchased Professional and Technical Services	337,721
400 Purchased Property Services	1,000
500 Other Purchased Services	380,296
600 Supplies	36,270
800 Other Objects	3,150
Total Special Programs - Elementary / Secondary	\$2,688,339
1300 <u>Vocational Education</u>	
500 Other Purchased Services	427,693
Total Vocational Education	\$427,693
1400 <u>Other Instructional Programs - Elementary / Secondary</u>	
100 Personnel Services - Salaries	10,000
200 Personnel Services - Employee Benefits	4,368
300 Purchased Professional and Technical Services	12,394
500 Other Purchased Services	14,032
Total Other Instructional Programs - Elementary / Secondary	\$40,794
1500 <u>Nonpublic School Programs</u>	
300 Purchased Professional and Technical Services	16,163
Total Nonpublic School Programs	\$16,163
Total Instruction	\$11,024,931
2000 Support Services	
2100 <u>Support Services - Students</u>	
100 Personnel Services - Salaries	321,362
200 Personnel Services - Employee Benefits	230,578
300 Purchased Professional and Technical Services	40,356
600 Supplies	4,378
Total Support Services - Students	\$596,674
2200 <u>Support Services - Instructional Staff</u>	
100 Personnel Services - Salaries	154,500
200 Personnel Services - Employee Benefits	101,942
300 Purchased Professional and Technical Services	82,018

<u>Description</u>	<u>Amount</u>
400 Purchased Property Services	7,811
500 Other Purchased Services	7,488
600 Supplies	60,321
700 Property	8,590
800 Other Objects	100
Total Support Services - Instructional Staff	\$422,770
2300 Support Services - Administration	
100 Personnel Services - Salaries	615,142
200 Personnel Services - Employee Benefits	394,077
300 Purchased Professional and Technical Services	81,377
400 Purchased Property Services	3,132
500 Other Purchased Services	24,988
600 Supplies	29,510
800 Other Objects	8,452
Total Support Services - Administration	\$1,156,658
2400 Support Services - Pupil Health	
100 Personnel Services - Salaries	101,545
200 Personnel Services - Employee Benefits	84,112
300 Purchased Professional and Technical Services	3,013
500 Other Purchased Services	309
600 Supplies	1,571
Total Support Services - Pupil Health	\$190,550
2500 Support Services - Business	
100 Personnel Services - Salaries	134,029
200 Personnel Services - Employee Benefits	98,356
300 Purchased Professional and Technical Services	22,615
400 Purchased Property Services	1,150
500 Other Purchased Services	2,150
600 Supplies	1,690
800 Other Objects	300
Total Support Services - Business	\$260,290
2600 Operation and Maintenance of Plant Services	
100 Personnel Services - Salaries	633,652
200 Personnel Services - Employee Benefits	474,132
300 Purchased Professional and Technical Services	54,533
400 Purchased Property Services	172,513
500 Other Purchased Services	75,902
600 Supplies	597,494
700 Property	138,236
Total Operation and Maintenance of Plant Services	\$2,146,462
2700 Student Transportation Services	
500 Other Purchased Services	514,903
Total Student Transportation Services	\$514,903
2800 Support Services - Central	

<u>Description</u>	<u>Amount</u>
100 Personnel Services - Salaries	155,413
200 Personnel Services - Employee Benefits	90,483
300 Purchased Professional and Technical Services	2,700
500 Other Purchased Services	1,850
600 Supplies	200
800 Other Objects	595
Total Support Services - Central	\$251,241
2900 <u>Other Support Services</u>	8,500
500 Other Purchased Services	\$8,500
Total Other Support Services	\$5,548,048
Total Support Services	
3000 Operation of Non-Instructional Services	
3200 <u>Student Activities</u>	
100 Personnel Services - Salaries	190,483
200 Personnel Services - Employee Benefits	82,963
300 Purchased Professional and Technical Services	85,454
400 Purchased Property Services	8,100
500 Other Purchased Services	47,226
600 Supplies	65,973
800 Other Objects	15,215
Total Student Activities	\$495,414
Total Operation of Non-Instructional Services	\$495,414
5000 Other Expenditures and Financing Uses	
5100 <u>Debt Service / Other Expenditures and Financing Uses</u>	
800 Other Objects	49,358
900 Other Uses of Funds	105,000
Total Debt Service / Other Expenditures and Financing Uses	\$154,358
5200 <u>Interfund Transfers - Out</u>	
900 Other Uses of Funds	1,358,522
Total Interfund Transfers - Out	\$1,358,522
5900 <u>Budgetary Reserve</u>	
800 Other Objects	50,000
Total Budgetary Reserve	\$50,000
Total Other Expenditures and Financing Uses	\$1,562,880
TOTAL EXPENDITURES	\$18,631,273

Cash and Short-Term Investments

06/30/2020 Estimate

06/30/2021 Projection

General Fund	1,326,305	1,339,667
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	35,950	466,105
Other Capital Projects Fund	4,200,000	
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

\$5,562,255

\$1,805,772

Long-Term Investments

06/30/2020 Estimate

06/30/2021 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 Long-Term Investments

TOTAL CASH AND INVESTMENTS

06/30/2020 Estimate

\$5,562,255

06/30/2021 Projection

\$1,805,772

<u>Long-Term Indebtedness</u>		
General Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable	11,105,000	10,055,000
0530 Lease-Purchase Obligations	2,180,000	2,075,000
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations	125,000	125,000
0560 Other Post-Employment Benefits (OPEB)	3,150,000	3,150,000
0599 Other Noncurrent Liabilities	27,600,000	27,600,000
Total General Fund	\$44,160,000	\$43,005,000

<u>Public Purpose (Expendable) Trust Fund</u>		
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		

<u>Total Public Purpose (Expendable) Trust Fund</u>		
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		

<u>Total Other Comptroller-Approved Special Revenue Funds</u>		
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		

<u>Total Athletic / School-Sponsored Extra Curricular Activities Fund</u>		
Capital Reserve Fund - \$ 690, \$1850		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		

06/30/2020 Estimate 06/30/2021 Projection

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

Long-Term Indebtedness

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

06/30/2020 Estimate 06/30/2021 Projection

Long-Term Indebtedness

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>06/30/2020 Estimate</u>	<u>06/30/2021 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		
Total Long-Term Indebtedness	\$44,160,000	\$43,005,000

Short-Term Payables

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

\$44,160,000

\$43,005,000

Account Description

Amounts

0810 Nonspendable Fund Balance

0820 Restricted Fund Balance

0830 Committed Fund Balance

0840 Assigned Fund Balance

0850 Unassigned Fund Balance

1,060,198

\$1,060,198

Total Ending Fund Balance - Committed, Assigned, and Unassigned

5900 Budgetary Reserve

50,000

Total Estimated Ending Committed, Assigned, and Unassigned Fund Balance and Budgetary Reserve

\$1,110,198

SHARPSVILLE AREA SCHOOL DISTRICT

2019 HOMESTEAD AND FARMSTEAD EXCLUSION RESOLUTION

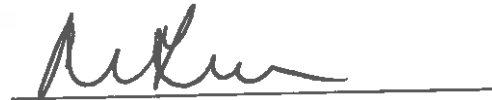
RESOLUTION 12 OF 2020

RESOLVED, by the Board of School Directors of the Sharpsville Area School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2020, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. **Amount available for homestead and farmstead real estate tax reduction.** The following amount is available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2020:
 - a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$450,395.30.
2. **Homestead/farmstead numbers.** Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:
 - a. **Homestead property number.** The number of approved homesteads within the School District is 2,074.
 - b. **Farmstead property number.** The number of approved farmsteads within the School District is 9.
 - c. **Homestead/farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 2,083.
3. **Real estate tax reduction calculation.** The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(a) aggregate amount available during the school year for real estate tax reduction of \$450,395.30 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 2,083, the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$216.15.
4. **Homestead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of \$216.15 by the School District real estate tax rate of 82 mills (.082), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$2,636, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$2,636.

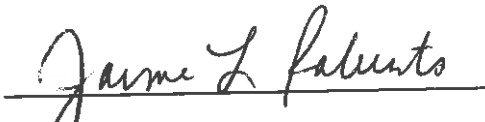
5. **Homestead/farmstead exclusion authorization – July 1 tax bills.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$2,636. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$2,636. For purposes of this Resolution, “approved homestead” and “approved farmstead” shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

RESOLVED this 17th day of June, 2020.



Dr. Deanna Thomas, President
Sharpsville Area School District

Attest:



Jaime L. Roberts, Secretary
Sharpsville Area School District