

SHARPSVILLE AREA SCHOOL DISTRICT

**Regular Meeting
September 16, 2019**

The regular meeting of the Sharpsville Area School Board was held in the Instrumental Music Room at the Sharpsville Area Elementary School on Monday, September 16, 2019, at 7:00 p.m. with President Deanna Thomas presiding. The following members were present: Ron Barnes, Darla Grandy, Bill Henwood, Tom Lapikas, Michael Lenzi, Janice Raykie, Mary Sternthal, Deanna Thomas, and Jerry Trontel.

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

ADOPTION OF THE AGENDA

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

Motion carried.

OPPORTUNITY FOR CITIZEN PARTICIPATION

Heather White – Music Program

Chris Murrin – Music Program

Joe Toth – Boys' Basketball Coaches

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. Henwood, to approve the following Consent Agenda items:

1. Minutes of the previous meetings on August 19, 2019, August 26, 2019 and September 9, 2019

2. Bills to be Affirmed and Approved

General Fund

| | |
|----------------------------------|----------------|
| Bills to be Affirmed – August | \$2,011,738.48 |
| Bills to be Approved – September | 469,810.00 |

Capital Reserve Fund

| | |
|----------------------------------|-------------|
| Bills to be Approved – September | \$16,650.00 |
|----------------------------------|-------------|

3. Financial Reports

| | |
|--------------------------------|--------------|
| a. Payroll Account | \$12,192.82 |
| b. General Fund | 680,952.40 |
| c. Capital Reserve Fund | 22,278.93 |
| d. Capital Project Fund | 7,160,220.99 |
| e. High School Activity Fund | 52,662.46 |
| f. Middle School Activity Fund | 2,630.09 |
| g. Cafeteria Fund | 59,079.04 |

4. 2019-2020 Athletic Ticket Prices – same being attached to and a part of these minutes.

5. Field Trip Requests

| Date | Group | Field Trip & Location | Cost |
|-----------------------|-----------------------|--|----------|
| 08/10/2019 | Marching Band | Kennywood | N/A |
| 09/03/2019 | Marching Band | Buhl Day Parade, Hermitage | N/A |
| 09/07/2019 | Gifted | Hometown IQ Bowl, Pittsburgh | \$199.99 |
| 09/11/2019 | Marching Band | Mercer County Band Show, Sharon | \$482.55 |
| 09/17/2019 | Middle School | Buhl Park, House Party | \$164.80 |
| 09/25/2019 | Marching Band | Homecoming Parade, Sharpsville | N/A |
| 09/26/2019/10/31/2019 | Teens That Care | Salvation Army, Sharon, PA | \$114.75 |
| 10/3/2019 | Choir | Westminster College, Honors Choir Auditions | \$275.60 |
| 10/03/2019 | Seniors | Thiel College Fair | N/A |
| 10/22/2019 | Unified Sports | Slippery Rock University | \$114.75 |
| 10/12/2019 | Marching Band | Grove City College, Grove City | \$482.55 |
| 11/11/2019 | Marching Band | Veteran's Day Parade, Hermitage | N/A |
| 12/4/2019 | Marching Band | Holiday Parade, Sharpsville | N/A |
| 12/11/2019 | Pitt Chemistry Course | Chevron Science Building, University of Pitt | \$393.02 |
| 12/13/2019 | Choir | Mercer County Courthouse | \$218.23 |
| 03/10/2020 | Pitt Chemistry Course | Chevron Science Building, University of Pitt | \$373.45 |
| 05/20/2020 | Pitt Chemistry Course | Chevron Science Building, University of Pitt | \$373.45 |
| 05/25/2020 | Marching Band | Memorial Day Parade, Sharpsville | N/A |

6. 2019-2020 Bus Routes, the same being attached to and a part of these minutes.
7. Summer Transportation Contract, the same being attached to and a part of these minutes.
8. Resolution 3 of 2019 – Compliance with Federal Law Resolution, the same being attached to and a part of these minutes.
9. Addition of Jeremiah King to the STA Approved Bus Drivers List for the 2019-2020 school year

Approved: Barnes, Grandy, Henwood, Lapikas, Lenzi, Raykie, Sternthal, Thomas, and Trontel

Opposed: None

Motion Carried.

FINANCE REPORT

Chairperson Jerry Trontel recommended the following action:

ENGAGEMENT AGREEMENT FOR ACA SERVICES

There was a motion by Mr. Trontel, seconded by Mrs. Raykie, to approve the Engagement Agreement with the Reschini Group to prepare the IRS forms 1094 and 1095 at \$6.25 per form as required by the Patient Protection and Affordable Care Act.

Approved: Barnes, Grandy, Henwood, Lapikas, Lenzi, Raykie, Sternthal, Thomas, and Trontel

Opposed: None

Motion Carried.

POLICY REPORT

Chairperson Michael Lenzi recommended the following action:

POLICY REVISIONS – FIRST READING

There was a motion by Mr. Lenzi, seconded by Mrs. Sternthal, to approve the first readings of the following policy revisions, the same being attached to and a part of these minutes:

1. Policy 004 - Membership
2. Policy 006 - Meetings
3. Policy 103 - Nondiscrimination/Discriminatory Harassment-School and Classroom Practices
4. Policy 103.1 - Nondiscrimination - Qualified Students with Disabilities
5. Policy 104 - Nondiscrimination/Discriminatory Harassment - Employment Practices
6. Policy 108- Adoption of Textbooks
7. Policy 150 - Title I - Comparability of Services
8. Policy 201 - Admission of Students
9. ~~Policy 204~~—Attendance (sic.)
10. Policy 208- Withdrawal From School
11. Policy 209- Health Examinations/Screenings
12. Policy 220 - Student Expression/Distribution and Posting of Materials
13. Policy 222 - Tobacco/Nicotine
14. Policy 246- School Wellness
15. Policy 247- Hazing
16. Policy 249- Bullying/Cyberbullying
17. Policy 311 - Reduction of Staff
18. Policy 323-Tobacco/Nicotine
19. Policy 335 - Family and Medical Leaves
20. Policy 704 - Maintenance
21. Policy 806 - Child Abuse
22. Policy 808 - Food Services
23. Policy 904 - Public Attendance at School Events

Approved: Barnes, Grandy, Henwood, Lapikas, Lenzi, Raykie, Sternthal, Thomas, and Trontel

Opposed: None

Motion Carried.

NEW POLICY – FIRST READING

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

1. Policy 702.1 – Crowdfunding

Approved: Barnes, Grandy, Henwood, Lapikas, Lenzi, Raykie, Sternthal, Thomas, and Trontel

Opposed: None

Motion Carried.

CURRICULUM REPORT

Chairperson Darla Grandy had no official action to report.

PERSONNEL REPORT

Chairperson Ron Barnes recommended the following action:

CREATION OF INSTRUCTIONAL AIDE POSITION

There as a motion by Mr. Barnes, seconded by Mr. Henwood, to create a seven (7) hour per day Instructional Aide position.

Approved: Barnes, Grandy, Henwood, Lapikas, Lenzi, Raykie, Sternthal, Thomas, and Trontel

Opposed: None

Motion Carried.

RESIGNATION – HILTON

There was a motion by Mr. Barnes, seconded by Mr. Lenzi, to accept the resignation of Jason Hilton as an Instructional Aide effective September 8, 2019, with regret.

Approved: Barnes, Grandy, Henwood, Lapikas, Lenzi, Raykie, Sternthal, Thomas, and Trontel

Opposed: None

Motion Carried.

INSTRUCTIONAL AIDE RECALL – LEARY

There was a motion by Mr. Barnes, seconded by Mr. Trontel, to recall Jennifer Leary, Instructional Aide effective September 3, 2019.

Approved: Barnes, Grandy, Henwood, Lapikas, Lenzi, Raykie, Sternthal, Thomas, and Trontel

Opposed: None

Motion Carried.

VOLUNTEERS

There was a motion by Mr. Barnes, seconded by Mrs. Grandy, to approve the following additions to the 2019-2020 Volunteer List:

1. Donna Hacker
2. Molly Campbell
3. Melissa Anderson
4. Rachael Williot
5. Lana Sump
6. Janeen Cole
7. Monica Schell

Approved: Barnes, Grandy, Henwood, Lapikas, Lenzi, Raykie, Sternthal, Thomas, and Trontel

Opposed: None

Motion Carried.

CAFETERIA NEW HIRES

There was a motion by Mr. Barnes, seconded by Mrs. Sternthal, to hire the following 2-hour per day Cafeteria General Workers, with salary as per the AFSCME Agreement:

- | | |
|---------------------|-----------------------------|
| 1. Tammy Williams | Effective September 3, 2019 |
| 2. Amanda Kulka | Effective September 3, 2019 |
| 3. Karina Wentworth | Effective September 4, 2019 |

Approved: Barnes, Grandy, Henwood, Lapikas, Lenzi, Raykie, Sternthal, Thomas, and Trontel

Opposed: None

Motion Carried.

BUILDINGS AND GROUNDS REPORT

Chairperson Tom Lapikas recommended the following action:

USE OF FACILITIES

There was a motion by Mr. Lapikas, seconded by Mr. Trontel, to approve the following Use of Facilities Request with a waiver of fees:

1. Shenango Valley Girl Schools for Girl Scout Day Camp June 15 to 19, 2020 to use the Elementary 5th Grade Classrooms, 4th Grade Classrooms, Science Lab, Art Room, Gymnasium, Cafeteria and Field next to the High School (Fees Waived: \$1,250.00).

Approved: Grandy, Lapikas, Sternthal, Thomas, and Trontel

Opposed: Barnes, Raykie, Lenzi, and Henwood

Motion Carried.

NEGOTIATIONS COMMITTEE

Chairperson Bill Henwood had no report.

PUBLIC RELATIONS COMMITTEE

Mrs. Grandy had no report.

CAFETERIA REPORT

Chairperson Mary Sternthal had no official action to report.

ATHLETIC REPORT

Chairperson Janice Raykie recommended the following action:

2019-2020 BOYS BASKETBALL COACHES

There was a motion by Mrs. Raykie, seconded by Mrs. Grandy, to approve the follow Boys' Basketball Coach Appointments for the 2019-2020 school year:

| | | |
|----------------------|--|-----------------------|
| 1. Matthew Durisko | Head Coach | \$5,603.00 (Step 80%) |
| 2. Robert Hubbard | First Assistant | 4,554.00 (Max) |
| 3. Frederick Staunch | 7 th /8 th Grade | 1,276.00 (Step 80%) |
| 4. Mark Ramsey | Volunteer | |
| 5. Daniel Distler | Volunteer | |
| 6. Edward Dinger | Volunteer | |
| 7. Aaron Pernesky | Volunteer | |
| 8. Braden Telesz | Volunteer | |
| 9. Christina Roeder | Unpaid Recreational Volunteer | |
| 10. David Breit | Unpaid Recreational Volunteer | |
| 11. Andrew Kimpan | Unpaid Recreational Volunteer | |
| 12. Brian Lucas | Unpaid Recreational Volunteer | |

Approved: Barnes, Grandy, Henwood, Lapikas, Lenzi, Raykie, Sternthal, Thomas, and Trontel

Opposed: Henwood

Motion Carried.

2019-2020 9TH GRADE BOYS BASKETBALL COACH

There was a motion by Mrs. Raykie, seconded by Mrs. Grandy, to approve Todd Clary as a Second Assistant Boys' Basketball Coach (9th Grade) at the salary of \$2,549.00 (Step 80%) contingent on a minimum number of 8 players on the first day of the 2019-2020 season.

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

Opposed: None

Motion Carried.

2019-2020 GIRLS' BASKETBALL COACHES

There was a motion by Mrs. Raykie, seconded by Mr. Henwood, to approve the follow Girls' Basketball Coach Appointments for the 2019-2020 school year:

| | | |
|---------------------|-------------------------------|------------------|
| 1. Kaitlyn Grandy | Head Coach | \$7,004.00 (Max) |
| 2. Sara Hurl | First Assistant | 4,554.00 (Max) |
| 3. Jenna Grandy | Volunteer | |
| 4. Len Grandy | Volunteer | |
| 5. Laynie Kratko | Volunteer | |
| 6. Terry Stowe | Volunteer | |
| 7. Ashley Beltz | Volunteer | |
| 8. Mark Ramsey | Unpaid Recreational Volunteer | |
| 9. Jeffrey Steiner | Unpaid Recreational Volunteer | |
| 10. Christa Masters | Unpaid Recreational Volunteer | |
| 11. Randell Auman | Unpaid Recreational Volunteer | |
| 12. Melissa Dorfi | Unpaid Recreational Volunteer | |
| 13. Amanda Auman | Unpaid Recreational Volunteer | |
| 14. Kristin Kirilla | Unpaid Recreational Volunteer | |

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

Opposed: Grandy

Motion Carried.

2019-2020 WRESTLING COACH APPOINTMENTS

There was a motion by Mrs. Raykie, seconded by Mrs. Sternthal, to approve the following Wrestling Coach Appointments for the 2019-2020 school year:

| | | |
|--------------------|--|------------------|
| 1. Timothy Findley | Head Coach | \$7,004.00 (Max) |
| 2. Thomas Findley | First Assistant | 4,554.00 (Max) |
| 3. Patrick Whalen | 7 th /8 th Grade | 1,595.00 (Max) |
| 4. Jeffrey Myers | Volunteer | |
| 5. Ben Bucher | Volunteer | |
| 6. Chris Enos | Volunteer | |
| 7. Patrick Campoli | Volunteer | |
| 8. David Hast | Volunteer | |
| 9. Cody Hughes | Volunteer | |
| 10. Matt Ellison | Volunteer | |
| 11. Ronnie Haywood | Volunteer | |
| 12. Curt Springer | Unpaid Recreational Volunteer | |
| 13. George Colich | Unpaid Recreational Volunteer | |
| 14. Mark Matthews | Unpaid Recreational Volunteer | |
| 15. Robert Abbott | Unpaid Recreational Volunteer | |
| 16. Paul Graban | Unpaid Recreational Volunteer | |

Approved: Barnes, Grandy, Henwood, Lapikas, Lenzi, Raykie, Sternthal, Thomas, and Trontel

Opposed: None

Motion Carried.

MERCER COUNTY CAREER CENTER REPORT

Chairperson Deanna Thomas shared the Quality Highlights newsletter and recent Limited Procedures Engagement performed by the Pennsylvania Department of Education noting no findings. Dr. Thomas also noted that several departments are considering student uniforms, and that they are investigating a manufacturing program with 3D printing and also looking into a program to repair 3D printers.

SUPERINTENDENT'S REPORT

Mr. Vannoy had no official action to report.

EXECUTIVE SESSION

Dr. Thomas announced that the Board will recess for a student disciplinary action.

The meeting recessed at 7:55 p.m.

The meeting reconvened at 8:28 p.m.

ADJOURNMENT

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

Motion Carried.

The meeting adjourned at 8:28 p.m.


Jaime L. Roberts, Board Secretary

SHARPSVILLE AREA SCHOOL DISTRICT

WELCOME VISITORS

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

MUSIC Program

NAME Heather White

RESIDENCE 221 E. Shenango St.

DATE 9-16-19

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_____lack of teachers_____

NAME Chris Murrin

RESIDENCE Sharpsville

DATE 9/16/19

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NAME

Joseph Toth

RESIDENCE

Sharpsville

DATE

9/16/19

Conflict of Interest
Abstention Memorandum

DATE: 9/16/19

The 6-Basketball Club

daughter

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

**SHARPSVILLE AREA SCHOOL DISTRICT
BOARD REPORT**

September 16, 2019

GENERAL FUND:

Total Bills to be Affirmed for August

\$2,011,738.48

Total Bills to be Approved for September

469,810.00

CAPITAL RESERVE FUND:

Total Bills to be Approved for September

16,650.00

Fund Accounting Check Register

GENERAL FUND - From 08/01/2019 To 08/31/2019

fackryc

| Check # | Tran Date | Tran # | PO No. | Invoice # | Account Code | A.S.N. | Expended Amt |
|--|------------|-------------|----------|--------------|-------------------------------------|------------------|--------------|
| 00020335 | 08/06/2019 | L3210800001 | 00040175 | 110005503740 | 10-2620-622-000-00-200-000-000-0000 | 1262062220000000 | 4,319.52 |
| 00020335 | 08/06/2019 | L3210800002 | 00040175 | 110005508863 | 10-2620-622-000-00-980-000-000-0000 | 1262062298000000 | 21.41 |
| 00020335 | 08/06/2019 | L3210800003 | 00040175 | 110005508905 | 10-2620-622-000-00-980-000-000-0000 | 1262062298000000 | 159.70 |
| 00020335 | 08/06/2019 | L3210800004 | 00040175 | 110005508954 | 10-2620-622-000-00-980-000-000-0000 | 1262062298000000 | 24.81 |
| 00020335 | 08/06/2019 | L3210800005 | 00040175 | 110005508996 | 10-2620-622-000-00-980-000-000-0000 | 1262062298000000 | 65.70 |
| 00020335 | 08/06/2019 | L3210800006 | 00040175 | 110005503203 | 10-2620-622-000-00-500-000-000-0000 | 1262062250000000 | 2,217.00 |
| 00020335 | 08/06/2019 | L3210800007 | 00040175 | 110005503203 | 10-2620-622-000-00-800-000-000-0000 | 1262062280000000 | 2,709.12 |
| Vendor: PENNPO - PENN POWER | | | | | | | |
| 00020336 | 08/06/2019 | L3211200001 | 00040223 | USPS | Remit # 1 Check Date: 08/06/2019 | Check Amount: | 9,517.26 |
| | | | | | 10-2380-532-000-10-200-000-117-0000 | 1238053220000000 | 89.70 |
| Vendor: USPS2 - US POSTAL SERVICE | | | | | | | |
| 00020342 | 08/13/2019 | L3215100001 | 00040207 | 70756000 | Remit # 1 Check Date: 08/06/2019 | Check Amount: | 89.70 |
| | | | | | 10-2620-424-000-00-500-000-000-0000 | 1262042450000000 | 237.00 |
| 00020342 | 08/13/2019 | L3215100002 | 00040207 | 70756000 | 10-2620-424-000-00-800-000-000-0000 | 1262042480000000 | 290.09 |
| 00020342 | 08/13/2019 | L3215100003 | 00040207 | 70651000 | 10-2620-424-000-00-200-000-000-0000 | 1262042420000000 | 288.12 |
| Vendor: BOROUGHSH - BOROUGH OF SHARPSVILLE | | | | | | | |
| 00020343 | 08/13/2019 | L3215100004 | 00040254 | VIAFY19-185 | Remit # 1 Check Date: 08/13/2019 | Check Amount: | 815.21 |
| | | | | | 10-2250-640-000-30-800-000-137-0000 | 1225064080000000 | 1,000.00 |
| 00020343 | 08/13/2019 | L3215100005 | 00040244 | VIAFY19-186 | 10-2250-640-000-20-500-000-127-0000 | 1225064050000000 | 500.00 |
| Vendor: HSLC - HSLC | | | | | | | |
| 00020344 | 08/13/2019 | L3215100006 | 00040251 | 376318710 | Remit # 1 Check Date: 08/13/2019 | Check Amount: | 1,500.00 |
| | | | | | 10-2620-621-000-00-200-000-000-0000 | 1262062120000000 | 63.89 |
| 00020344 | 08/13/2019 | L3215100007 | 00040251 | 376318710 | 10-2620-621-000-00-500-000-000-0000 | 1262062150000000 | 56.00 |
| 00020344 | 08/13/2019 | L3215100008 | 00040251 | 376318710 | 10-2620-621-000-00-800-000-000-0000 | 1262062180000000 | 67.52 |
| 00020344 | 08/13/2019 | L3215100009 | 00040251 | 376318710 | 10-2620-621-000-00-980-000-000-0000 | 1262062198000000 | 8.52 |
| Vendor: NATIONALFU - NATIONAL FUEL | | | | | | | |
| 00020345 | 08/13/2019 | L3215100010 | 00040250 | 110046135841 | Remit # 1 Check Date: 08/13/2019 | Check Amount: | 195.93 |
| | | | | | 10-2620-622-000-00-220-000-000-0000 | 1262062222000000 | 71.81 |
| Vendor: PENNPO - PENN POWER | | | | | | | |
| 00020346 | 08/13/2019 | L3215100011 | 00040249 | USPS | Remit # 1 Check Date: 08/13/2019 | Check Amount: | 71.81 |
| | | | | | 10-2380-532-000-20-500-000-127-0000 | 1238053250000000 | 56.50 |
| Vendor: USPS2 - US POSTAL SERVICE | | | | | | | |
| 00020347 | 08/16/2019 | L3220800001 | 00040281 | 6604854 | Remit # 2 Check Date: 08/13/2019 | Check Amount: | 56.50 |
| | | | | | 10-2620-621-000-00-200-000-000-0000 | 1262062120000000 | 46.50 |
| 00020347 | 08/16/2019 | L3220800002 | 00040281 | 6604854 | 10-2620-621-000-00-500-000-000-0000 | 1262062150000000 | 41.00 |
| 00020347 | 08/16/2019 | L3220800003 | 00040281 | 6604854 | 10-2620-621-000-00-800-000-000-0000 | 1262062180000000 | 48.89 |
| 00020347 | 08/16/2019 | L3220800004 | 00040281 | 6604854 | 10-2620-621-000-00-980-000-000-0000 | 1262062198000000 | 6.20 |
| Vendor: NATIONFUR - NATIONAL FUEL RESOURCES | | | | | | | |
| 00020348 | 08/16/2019 | L3220800005 | 00040280 | USPS | Remit # 1 Check Date: 08/16/2019 | Check Amount: | 142.59 |
| | | | | | 10-2380-532-000-10-200-000-117-0000 | 1238053220000000 | 37.02 |

* Denotes Non-Negotiable Transaction

Fund Accounting Check Register

GENERAL FUND - From 08/01/2019 To 08/31/2019

fackrgc

| Check # | Tran Date | Tran # | PO No. | Invoice # | Account Code | A.S.N. | Expend Amt |
|---|------------|-------------|----------|---------------|-------------------------------------|-----------------|------------|
| 00020348 | 08/16/2019 | L3220800006 | 00040280 | USPS | 10-2380-532-000-20-500-000-127-0000 | 123805325000000 | 37.01 |
| 00020348 | 08/16/2019 | L3220800007 | 00040280 | USPS | 10-2380-532-000-30-800-000-137-0000 | 123805328000000 | 37.01 |
| Vendor: USPS2 - US POSTAL SERVICE | | | | | | | |
| 00020455 | 08/22/2019 | L3223800001 | 00040292 | PC | Remit # 2 Check Date: 08/16/2019 | Check Amount: | 111.04 |
| Vendor: PCASH - PETTY CASH | | | | | | | |
| 00020458 | 08/28/2019 | L3227600001 | 00040309 | Koscinski | Remit # 1 Check Date: 08/22/2019 | Check Amount: | 1,500.00 |
| Vendor: KOSCINBE - BETTY JANE KOSCINSKI | | | | | | | |
| 00020459 | 08/28/2019 | L3227600002 | 00040331 | PC | 10-2270-360-000-00-000-000-0000 | 122703600000000 | 200.00 |
| Vendor: PETTYCAT - PETTY CASH | | | | | | | |
| 00020460 | 08/30/2019 | L3229300001 | 00040338 | Boston-9 | Remit # 1 Check Date: 08/28/2019 | Check Amount: | 200.00 |
| Vendor: BOSTONMU - BOSTON MUTUAL | | | | | | | |
| 00020461 | 08/30/2019 | L3229300002 | 00040339 | 544 | 10-0470-000-000-00-000-000-0000 | 10470 | 200.00 |
| Vendor: CMREG - CM REGENT, LLC | | | | | | | |
| 00020462 | 08/30/2019 | L3229300003 | 00040335 | Crown-09 | Remit # 1 Check Date: 08/30/2019 | Check Amount: | 200.00 |
| 00020462 | 08/30/2019 | L3229300004 | 00040337 | CrownVis-09 | 10-0470-000-000-00-000-000-0000 | 10470 | 505.82 |
| Vendor: CROWNBEA - CROWN BENEFITS ADMINISTRATION | | | | | | | |
| 00020463 | 08/30/2019 | L3229300005 | 00040311 | 45606730 | Remit # 1 Check Date: 08/30/2019 | Check Amount: | 505.82 |
| 00020463 | 08/30/2019 | L3229300006 | 00040311 | 45606730 | 10-0470-000-000-00-000-000-0000 | 10470 | 155.98 |
| Vendor: FIRSTNAB - FIRST NATIONAL BANK | | | | | | | |
| 00020464 | 08/30/2019 | L3229300007 | 00040340 | FL | Remit # 1 Check Date: 08/30/2019 | Check Amount: | 155.98 |
| Vendor: FORTLEV - FORT LEBORUF VOLLEYBALL BOOSTERS | | | | | | | |
| 00020465 | 08/29/2019 | L3229500001 | 00040324 | 71212693 | 10-5110-831-000-00-000-000-0000 | 151108310000000 | 161,351.68 |
| 00020465 | 08/29/2019 | L3229500002 | 00040324 | 71212693 | 10-5110-911-000-00-000-000-0000 | 151109110000000 | 26,506.00 |
| 00020465 | 08/29/2019 | L3229500003 | 00040324 | 71212693 | Remit # 1 Check Date: 08/30/2019 | Check Amount: | 105,000.00 |
| Vendor: VERIZOBUS - VERIZON BUSINESS SERVICES | | | | | | | |
| 08052019 | 08/05/2019 | L3227900001 | 00031954 | PSEA-07 | Remit # 1 Check Date: 08/30/2019 | Check Amount: | 131,506.00 |
| 08052019 | 08/05/2019 | L3227900002 | 00040186 | PSEA-07 | 10-3250-810-000-00-000-000-0000 | 810VBV | 225.00 |
| 08052019 | 08/05/2019 | L3227900003 | 00040186 | PSEA-07 | Remit # 1 Check Date: 08/30/2019 | Check Amount: | 225.00 |
| Vendor: PSEAHWE - PSEA HEALTH AND WELFARE FUND | | | | | | | |
| 08062019 | 08/05/2019 | L3228200025 | 00040143 | Harrisbank-08 | 10-2620-531-000-00-200-000-0000 | 126205312000000 | 208.11 |
| 08062019 | 08/05/2019 | L3228200026 | 00040159 | Harrisbank-08 | 10-2620-531-000-00-500-000-0000 | 126205315000000 | 148.65 |
| 08062019 | 08/05/2019 | L3228200027 | 00040103 | Harrisbank-08 | 10-2620-531-000-00-800-000-0000 | 126205318000000 | 237.84 |
| Vendor: PSEAHWE - PSEA HEALTH AND WELFARE FUND | | | | | | | |
| 08062019 | 08/05/2019 | L3228200025 | 00040143 | Harrisbank-08 | Remit # 1 Check Date: 08/30/2019 | Check Amount: | 594.60 |
| 08062019 | 08/05/2019 | L3228200026 | 00040159 | Harrisbank-08 | 10-0470-000-000-00-000-000-0000 | 10470 | 3,842.52 |
| 08062019 | 08/05/2019 | L3228200027 | 00040103 | Harrisbank-08 | 10-0470-000-000-00-000-000-0000 | 10470 | 2,979.30 |
| Vendor: PSEAHWE - PSEA HEALTH AND WELFARE FUND | | | | | | | |
| 08062019 | 08/05/2019 | L3228200027 | 00040103 | Harrisbank-08 | 10-5800-272-000-00-000-000-0000 | 15800272 | 553.07 |
| Vendor: PSEAHWE - PSEA HEALTH AND WELFARE FUND | | | | | | | |
| 08062019 | 08/05/2019 | L3228200025 | 00040143 | Harrisbank-08 | Remit # 1 Check Date: 08/05/2019 | Check Amount: | 7,374.89 |
| 08062019 | 08/05/2019 | L3228200026 | 00040159 | Harrisbank-08 | 10-1225-610-000-10-200-000-201-0000 | 112256102000000 | 327.74 |
| 08062019 | 08/05/2019 | L3228200027 | 00040103 | Harrisbank-08 | 10-1225-610-000-10-200-000-201-0000 | 112256102000000 | 22.82 |
| Vendor: PSEAHWE - PSEA HEALTH AND WELFARE FUND | | | | | | | |
| 08062019 | 08/05/2019 | L3228200027 | 00040103 | Harrisbank-08 | 10-1110-610-000-20-500-150-127-0000 | 111006105015000 | 172.56 |

* Denotes Non-Negotiable Transaction

P - Prenote

- Payable Transaction

09/04/2019 03:16:54 PM

d - Direct Deposit

c - Credit Card Payment

Sharpville Area School District

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Fund Accounting Check Register

GENERAL FUND - From 08/01/2019 To 08/31/2019

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| Check # | Tran Date | Tran # | PO No. | Invoice # | Account Code | A.S.N. | Expended Amt |
|---------------------------------------|------------|-------------|----------|---------------|--|-----------------|--------------|
| 08062019 | 08/05/2019 | L3228200028 | 00040065 | Harrisbank-08 | 10-1110-610-000-20-500-140-127-0000 | 111006105014000 | 556.48 |
| 08062019 | 08/05/2019 | L3228200029 | 00040029 | Harrisbank-08 | 10-1110-610-000-13-200-000-117-1300 | 111006102000013 | 31.28 |
| 08062019 | 08/05/2019 | L3228200030 | 00040192 | Harrisbank-08 | 10-1110-438-000-10-200-000-402-6100 | 111004382000061 | 65.98 |
| 08062019 | 08/05/2019 | L3228200032 | 00040148 | Harrisbank-08 | 10-1233-610-000-20-500-000-201-0000 | 112336105000000 | 49.95 |
| 08062019 | 08/05/2019 | L3228200033 | 00040153 | Harrisbank-08 | 10-1233-610-000-10-200-000-201-0000 | 112336102000000 | 810.41 |
| Vendor: AMAZON - HARRIS BANK | | | | | | | |
| 08062020 | 08/05/2019 | L3228200001 | 00040312 | Harrisbank-08 | Remit # 2 Check Date: 08/06/2019 Check Amount: | 2,037.22 | |
| 08062020 | 08/05/2019 | L3228200002 | 00040312 | Harrisbank-08 | 10-2360-580-000-00-000-000-000-0000 | 123605800000000 | 14.90 |
| 08062020 | 08/05/2019 | L3228200003 | 00040312 | Harrisbank-08 | 10-2519-580-000-00-000-000-000-0000 | 125195800000000 | 14.90 |
| 08062020 | 08/05/2019 | L3228200004 | 00040312 | Harrisbank-08 | 10-2519-442-000-00-000-000-000-0000 | 125194420000000 | 46.99 |
| 08062020 | 08/05/2019 | L3228200005 | 00040312 | Harrisbank-08 | 10-2519-810-000-00-000-000-000-0000 | 125198100000000 | 248.69 |
| 08062020 | 08/05/2019 | L3228200006 | 00040312 | Harrisbank-08 | 10-2330-530-000-00-000-000-000-0000 | 123305300000000 | 1,000.00 |
| 08062020 | 08/05/2019 | L3228200007 | 00040312 | Harrisbank-08 | 10-2330-610-000-00-000-000-000-0000 | 123306100000000 | 314.65 |
| 08062020 | 08/05/2019 | L3228200008 | 00040312 | Harrisbank-08 | 10-2330-530-000-00-000-000-000-0000 | 123305300000000 | 1,250.00 |
| 08062020 | 08/05/2019 | L3228200009 | 00040312 | Harrisbank-08 | 10-2330-610-000-00-000-000-000-0000 | 123306100000000 | 389.20 |
| 08062020 | 08/05/2019 | L3228200010 | 00040312 | Harrisbank-08 | 10-2310-390-000-00-000-000-000-0000 | 123103900000000 | 42.00 |
| 08062020 | 08/05/2019 | L3228200011 | 00040268 | Harrisbank-08 | 10-2380-532-000-30-800-000-137-0000 | 123805328000000 | 32.85 |
| 08062020 | 08/05/2019 | L3228200012 | 00040274 | Harrisbank-08 | 10-2620-610-000-00-000-000-000-0000 | 126206100000000 | 157.47 |
| 08062020 | 08/05/2019 | L3228200013 | 00040274 | Harrisbank-08 | 10-2620-610-000-00-000-000-000-0000 | 126206100000000 | 22.44 |
| 08062020 | 08/05/2019 | L3228200014 | 00040274 | Harrisbank-08 | 10-2620-610-000-00-000-000-000-0000 | 126206100000000 | -2.07 |
| 08062020 | 08/05/2019 | L3228200015 | 00040274 | Harrisbank-08 | 10-2620-610-000-00-000-000-000-0000 | 126206100000000 | 24.98 |
| 08062020 | 08/05/2019 | L3228200016 | 00040274 | Harrisbank-08 | 10-2620-610-000-00-000-000-000-0000 | 126206100000000 | 281.56 |
| 08062020 | 08/05/2019 | L3228200017 | 00040274 | Harrisbank-08 | 10-2620-610-000-00-000-000-000-0000 | 126206100000000 | 7.08 |
| 08062020 | 08/05/2019 | L3228200018 | 00040274 | Harrisbank-08 | 10-2620-610-000-00-000-000-000-0000 | 126206100000000 | 199.00 |
| 08062020 | 08/05/2019 | L3228200019 | 00040274 | Harrisbank-08 | 10-2620-610-000-00-000-000-000-0000 | 126206100000000 | 122.72 |
| 08062020 | 08/05/2019 | L3228200020 | 00040274 | Harrisbank-08 | 10-2620-610-000-00-000-000-000-0000 | 126206100000000 | 30.61 |
| 08062020 | 08/05/2019 | L3228200021 | 00040274 | Harrisbank-08 | 10-2620-610-000-00-000-000-000-0000 | 126206100000000 | 589.00 |
| 08062020 | 08/05/2019 | L3228200022 | 00040274 | Harrisbank-08 | 10-2620-430-000-00-000-000-000-0000 | 126204300000000 | 171.80 |
| 08062020 | 08/05/2019 | L3228200023 | 00040274 | Harrisbank-08 | 10-2620-610-000-00-000-000-000-0000 | 126206100000000 | 1,080.95 |
| 08062020 | 08/05/2019 | L3228200024 | 00040274 | Harrisbank-08 | 10-2620-610-000-00-000-000-000-0000 | 126206100000000 | 45.41 |
| Vendor: HARRISBA - HARRIS BANK | | | | | | | |
| 08062021 | 08/05/2019 | L3228200031 | 00040090 | Harrisbank-08 | Remit # 1 Check Date: 08/06/2019 Check Amount: | 6,263.40 | |
| | | | | | 10-1110-610-000-30-800-150-137-0000 | 111006108015000 | 63.76 |

* Denotes Non-Negotiable Transaction

- Payable Transaction

P - Prenote

d - Direct Deposit

c - Credit Card Payment

09/04/2019 03:16:54 PM

Sharpville Area School District

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Fund Accounting Check Register

GENERAL FUND - From 08/01/2019 To 08/31/2019

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| Check # | Tran Date | Tran # | PO No. | Invoice # | Account Code | A.S.N. | Expend Amt |
|--|------------|-------------|----------|---------------|---|-----------------------------------|---------------------|
| Vendor: THRIFTBOG - HARRIS BANK | | | | | | | |
| 08162019 | 08/16/2019 | L3228500001 | 00040284 | SASDPR-08 | Remit # 2 Check Date: 08/06/2019 10-0102-000-00-000-000-0000 | Check Amount: 10102 | 63.76 |
| 08162019 | 08/16/2019 | L3228500002 | 00031974 | SASDPR-08 | 10-0102-000-00-000-000-0000 | 10102 | 149,686.55 |
| Vendor: SASDPR - SHARPSVILLE AREA SCHOOL DISTRICT | | | | | | | |
| 08202019 | 08/20/2019 | L3228700001 | 00040165 | Nationwide-08 | Remit # 1 Check Date: 08/16/2019 10-2260-291-000-00-000-000-0000 | Check Amount: 1226029000000000 | 359,583.76 |
| 08202019 | 08/20/2019 | L3228700002 | 00040165 | Nationwide-08 | 10-2360-291-000-00-000-000-0000 | 1236029000000000 | 509,270.31 |
| 08202019 | 08/20/2019 | L3228700003 | 00040165 | Nationwide-08 | 10-2380-291-000-00-000-000-0000 | 1238029000000000 | 300.00 |
| 08202019 | 08/20/2019 | L3228700004 | 00040165 | Nationwide-08 | 10-2515-291-000-00-000-000-0000 | 1251529000000000 | 300.00 |
| 08202019 | 08/20/2019 | L3228700005 | 00040165 | Nationwide-08 | 10-2818-291-000-00-000-000-0000 | 1281829000000000 | 900.00 |
| Vendor: NATION - NATIONWIDE | | | | | | | |
| 08222019 | 08/22/2019 | L3228700006 | 00040310 | 60570787 | Remit # 1 Check Date: 08/20/2019 10-2620-626-000-00-000-000-0000 | Check Amount: 1262062600000000 | 475.00 |
| Vendor: FLEETSE - WEX BANK | | | | | | | |
| 08272019 | 08/27/2019 | L3231000001 | 00040341 | FSA-08 | Remit # 1 Check Date: 08/22/2019 10-0460-000-00-000-000-000-0860 | Check Amount: 0860 | 300.00 |
| Vendor: CROWNBEA - CROWN BENEFITS ADMINISTRATION | | | | | | | |
| 08302019 | 08/30/2019 | L3230500001 | 00040114 | GOB17 | Remit # 1 Check Date: 08/27/2019 10-5240-939-000-00-000-000-0000 | Check Amount: 1524093900000000 | 2,275.00 |
| 08302019 | 08/30/2019 | L3230500002 | 00040319 | GOB17 | 10-5240-939-000-00-000-000-0000 | 1524093900000000 | 455.56 |
| Vendor: BNY - THE BANK OF NEW YORK MELLON | | | | | | | |
| | | | | | Remit # 1 Check Date: 08/30/2019 | Check Amount: | 1,706.09 |
| 10-GENERAL FUND | | | | | | | 1,706.09 |
| Grand Total Manual Checks : | | | | | | | 0.00 |
| Grand Total Regular Checks : | | | | | | | 2,011,738.48 |
| Grand Total Direct Deposits: | | | | | | | 0.00 |
| Grand Total Credit Card Payments: | | | | | | | 0.00 |
| Grand Total All Checks : | | | | | | | 2,011,738.48 |

Fund Accounting Check Register

GENERAL FUND - From 09/16/2019 To 09/16/2019

fackrgc

| Check # | Tran Date | Tran # | PO No. | Invoice # | Account Code | A.S.N. | Expended Amt |
|--|------------|-------------|----------|------------|---|----------------------|------------------|
| 00020485 | 09/16/2019 | L3222700112 | 00040397 | 9964104079 | 10--2620--610--000--000--000--0000 | 1262061000000000 | 38.25 |
| Vendor: AIRGASUA - AIRGAS USA LLC | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 38.25 |
| 00020486 | 09/16/2019 | L3222700207 | 00040452 | ALLISON | 10--1243--580--000--30--800--000--201--0000 | 1124358080000000 | 15.00 |
| Vendor: ALLISOAN - ANN ALLISON | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 15.00 |
| 00020487 | 09/16/2019 | L3222700206 | 00040453 | 88345 | 10--2350--330--271--00--000--000--000--2200 | 1235033000000022 | 405.00 |
| Vendor: ANDREWPR - ANDREWS & PRICE | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 405.00 |
| 00020488 | 09/16/2019 | L3222700208 | 00040438 | ANZEVINO | 10--3250--330--000--00--000--000--000--VB00 | 330VBJ | 12.50 |
| 00020488 | 09/16/2019 | L3222700209 | 00040438 | ANZEVINO | 10--3250--330--000--00--000--000--000--VB00 | 330VBV | 12.50 |
| Vendor: ANZEVIKI - KIM ANZEVINO | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 25.00 |
| 00020489 | 09/16/2019 | L3222700001 | 00040149 | 305360A | 10--1233--610--000--20--500--000--201--0000 | 1123361050000000 | 394.80 |
| Vendor: ATTAINCO - ATTAINMENT COMPANY | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 394.80 |
| 00020490 | 09/16/2019 | L3222700113 | 00040343 | BANDI | 10--1110--390--000--30--800--121--137--0000 | 111003908012100 | 300.00 |
| Vendor: BANDIJO - JOSEPH BANDI | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 300.00 |
| 00020491 | 09/16/2019 | L3222700032 | 00040230 | SIV106344 | 10--1110--610--000--30--800--121--137--0000 | 111006108012100 | 97.85 |
| Vendor: BANDSH - BAND SHOPPE | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 97.85 |
| 00020492 | 09/16/2019 | L3222700054 | 00040112 | 5026078 | 10--1110--650--000--10--200--000--402--6100 | 1110065020000061 | 5,039.60 |
| 00020492 | 09/16/2019 | L3222700055 | 00040112 | 5026078 | 10--1110--650--000--20--500--000--402--6100 | 1110065050000061 | 629.95 |
| 00020492 | 09/16/2019 | L3222700056 | 00040112 | 5026078 | 10--1241--650--000--10--200--000--402--6100 | 1124165020000061 | 629.95 |
| 00020492 | 09/16/2019 | L3222700057 | 00040112 | 5026078 | 10--2120--650--000--30--800--000--402--6100 | 1212065080000061 | 629.95 |
| 00020492 | 09/16/2019 | L3222700058 | 00040112 | 5026078 | 10--2260--650--000--00--000--000--402--6100 | 1226065000000061 | 629.95 |
| 00020492 | 09/16/2019 | L3222700059 | 00040112 | 5026078 | 10--2519--650--000--00--000--000--402--6100 | 1251965000000061 | 629.95 |
| 00020492 | 09/16/2019 | L3222700060 | 00040112 | 5026078 | 10--2818--650--000--00--000--000--402--0000 | 1281865000000000 | 1,889.85 |
| Vendor: BIT DI - BIT DIRECT INC | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 10,079.20 |
| 00020493 | 09/16/2019 | L3222700211 | 00040441 | BUHL PARK | 10--3210--390--000--00--500--000--127--0000 | 1321039050000000 | 160.00 |
| Vendor: BUHLPAC - BUHL PARK CORPORATION | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 160.00 |
| 00020494 | 09/16/2019 | L3222700045 | 00040252 | 9002588 | 10--1233--561--000--30--800--000--109--0000 | 1123356180000000 | 108.00 |
| Vendor: CANONMCS - CANON-MCMILLAN SCHOOL DISTRICT | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 108.00 |
| 00020495 | 09/16/2019 | L3222700061 | 00040111 | THC9480 | 10--1110--650--000--20--500--000--402--6100 | 1110065050000061 | 10,620.00 |
| 00020495 | 09/16/2019 | L3222700062 | 00040111 | THC9480 | 10--1110--650--000--30--800--000--402--6100 | 1110065080000061 | 14,160.00 |
| 00020495 | 09/16/2019 | L3222700063 | 00040110 | TDW3708 | 10--1110--650--000--20--500--000--402--6100 | 1110065050000061 | 238.08 |
| 00020495 | 09/16/2019 | L3222700064 | 00040110 | TDW3708 | 10--1110--650--000--30--800--000--402--6100 | 1110065080000061 | 277.76 |
| 00020495 | 09/16/2019 | L3222700065 | 00040101 | TCG9337 | 10--1110--650--000--30--800--000--402--6100 | 1110065080000061 | 23,528.00 |

* Denotes Non-Negotiable Transaction

P - Prenote

d - Direct Deposit

c - Credit Card Payment

Fund Accounting Check Register

GENERAL FUND - From 09/16/2019 To 09/16/2019

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| Check # | Tran Date | Tran # | PO No. | Invoice # | Account Code | A.S.N. | Expended Amt |
|---|------------|-------------|----------|-------------|-------------------------------------|------------------|--------------|
| 00020495 | 09/16/2019 | L3222700066 | 00040101 | TCG9337 | 10-1190-650-430-10-200-000-402-5500 | 1119065020000055 | 21,472.00 |
| 00020495 | 09/16/2019 | L3222700067 | 00040101 | TCH5671 | 10-2220-650-000-00-000-000-402-0000 | 1222065000000000 | 4,900.00 |
| 00020495 | 09/16/2019 | L3222700068 | 00040109 | THR7531 | 10-1110-650-000-20-500-000-402-6100 | 1110065050000061 | 2,415.00 |
| 00020495 | 09/16/2019 | L3222700069 | 00040109 | TFC8386 | 10-1110-650-000-20-500-000-402-6100 | 1110065050000061 | 1,610.00 |
| 00020495 | 09/16/2019 | L3222700070 | 00040109 | TCZ9925 | 10-1110-650-000-20-500-000-402-6100 | 1110065050000061 | 3,220.00 |
| 00020495 | 09/16/2019 | L3222700071 | 00040109 | TCZ9925 | 10-1110-650-000-30-800-000-402-6100 | 1110065080000061 | 8,050.00 |
| Vendor: CDWGO - CDW GOVERNMENT, INC. | | | | | | | |
| 00020496 | 09/16/2019 | L3222700114 | 00040349 | CHAMBERLAIN | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 90,490.84 |
| 00020496 | 09/16/2019 | L3222700212 | 00040433 | CHAMBERLAIN | 10-3250-330-000-00-000-000-000-FBV0 | 330FBV | 30.00 |
| 00020496 | 09/16/2019 | L3222700213 | 00040433 | CHAMBERLAIN | 10-3250-330-000-00-000-000-000-VBJ0 | 330VBJ | 15.00 |
| Vendor: CHAMBEKI - KIMBERLY A CHAMBERLAIN | | | | | | | |
| 00020497 | 09/16/2019 | L3222700115 | 00040347 | CLARY | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 60.00 |
| 00020497 | 09/16/2019 | L3222700116 | 00040370 | CLARY | 10-3250-330-000-00-000-000-000-FBV0 | 330FBV | 25.00 |
| Vendor: CLARYTO - TODD CLARY | | | | | | | |
| 00020498 | 09/16/2019 | L3222700117 | 00040395 | 563608 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 50.00 |
| Vendor: COLTPL - COLT PLUMBING CO., INC. | | | | | | | |
| 00020499 | 09/16/2019 | L3222700164 | 00040402 | 581205 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 44.40 |
| Vendor: COMMONCHA - COMMONWEALTH CHARTER ACADEMY | | | | | | | |
| 00020500 | 09/16/2019 | L3222700118 | 00040378 | CRAY YOUTH | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 5,245.43 |
| Vendor: CRAYYOF - CRAY YOUTH AND FAMILY SERVICES, INC. | | | | | | | |
| 00020501 | 09/16/2019 | L3222700204 | 00040108 | SASD-0128 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 5,245.43 |
| Vendor: CROWNBEA - CROWN BENEFITS ADMINISTRATION | | | | | | | |
| 00020502 | 09/16/2019 | L3222700214 | 00040454 | 20-CA-0357 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 70.00 |
| 00020502 | 09/16/2019 | L3222700215 | 00040454 | 20-CA-0357 | 10-1110-348-000-00-000-000-000-0000 | 1110034800000000 | 13,415.00 |
| 00020502 | 09/16/2019 | L3222700216 | 00040454 | 20-CA-0357 | 10-2130-348-000-00-000-000-000-0000 | 1213034800000000 | 4,280.00 |
| 00020502 | 09/16/2019 | L3222700217 | 00040454 | 20-CA-0357 | 10-2260-348-000-00-000-000-201-0000 | 1226034800000000 | 2,052.75 |
| 00020502 | 09/16/2019 | L3222700218 | 00040454 | 20-CA-0357 | 10-2519-348-000-00-000-000-000-0000 | 1251934800000000 | 4,777.19 |
| 00020502 | 09/16/2019 | L3222700219 | 00040454 | 20-CA-0357 | 10-2519-348-000-00-000-000-000-0000 | 1251934800000000 | 5,879.45 |
| Vendor: CSIU - CENTRAL SUSQUEHANNA | | | | | | | |
| 00020503 | 09/16/2019 | L3222700165 | 00040412 | DAVIS | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 33,175.39 |
| 00020503 | 09/16/2019 | L3222700166 | 00040412 | DAVIS | 10-3250-330-000-00-000-000-000-SCGV | 330SCGV | 30.00 |
| 00020503 | 09/16/2019 | L3222700220 | 00040434 | DAVIS | 10-3250-330-000-00-000-000-000-SCGV | 330SCGV | 30.00 |
| | | | | | 10-3250-330-000-00-000-000-000-SCBV | 330SCBV | 30.00 |

Fund Accounting Check Register

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GENERAL FUND - From 09/16/2019 To 09/16/2019

| Check # | Tran Date | Tran # | PO No. | Invoice # | Account Code | A.S.N. | Expended Amt |
|--|------------|--------------|----------|-----------|-------------------------------------|-----------------|--------------|
| Vendor: DAVISAL - ALLISON DAVIS | | | | | | | |
| 00020504 | 09/16/2019 | L32222700080 | 00040009 | 64877233 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 90.00 |
| | | | | | 10-1110-448-000-10-200-000-117-0000 | 111004482000000 | 974.00 |
| 00020504 | 09/16/2019 | L32222700081 | 00040009 | 64877233 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 793.00 |
| | | | | | 10-1110-448-000-20-500-000-127-0000 | 111004485000000 | 793.00 |
| 00020504 | 09/16/2019 | L32222700082 | 00040009 | 64877233 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 4.00 |
| | | | | | 10-1110-448-000-30-800-000-137-0000 | 111004488000000 | 4.00 |
| 00020504 | 09/16/2019 | L32222700083 | 00040009 | 64877233 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 4.00 |
| | | | | | 10-2250-448-000-30-800-000-137-0000 | 122504488000000 | 4.00 |
| 00020504 | 09/16/2019 | L32222700084 | 00040009 | 64877233 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 33.00 |
| | | | | | 10-2260-448-000-00-000-000-201-0000 | 122604480000000 | 33.00 |
| 00020504 | 09/16/2019 | L32222700085 | 00040009 | 64877233 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 82.00 |
| | | | | | 10-2360-448-000-00-000-000-000-0000 | 123604480000000 | 82.00 |
| 00020504 | 09/16/2019 | L32222700086 | 00040009 | 64877233 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 37.00 |
| | | | | | 10-2380-448-000-10-200-000-117-0000 | 123804482000000 | 37.00 |
| 00020504 | 09/16/2019 | L32222700087 | 00040009 | 64877233 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 95.00 |
| | | | | | 10-2380-448-000-20-500-000-127-0000 | 123804485000000 | 95.00 |
| 00020504 | 09/16/2019 | L32222700088 | 00040009 | 64877233 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 33.08 |
| | | | | | 10-2380-448-000-30-800-000-137-0000 | 123804488000000 | 33.08 |
| 00020504 | 09/16/2019 | L32222700089 | 00040009 | 64877233 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 2,848.08 |
| | | | | | 10-2519-448-000-00-000-000-000-0000 | 125194480000000 | 2,848.08 |
| Vendor: DELACELAF - DE LAGE LANDEN FINANCIAL SERVICES INC | | | | | | | |
| 00020505 | 09/16/2019 | L32222700119 | 00040348 | DEMOPONTE | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 25.00 |
| | | | | | 10-3250-330-000-00-000-000-000-FBV0 | 330FBV | 25.00 |
| 00020506 | 09/16/2019 | L32222700072 | 00040020 | 148233 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 35,960.00 |
| | | | | | 10-2220-766-000-00-000-000-402-0000 | 122207660000000 | 35,960.00 |
| 00020506 | 09/16/2019 | L32222700079 | 00040020 | 148484 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 11,970.00 |
| | | | | | 10-2220-766-000-00-000-000-402-0000 | 122207660000000 | 11,970.00 |
| 00020507 | 09/16/2019 | L32222700167 | 00040403 | 220484 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 47,930.00 |
| | | | | | 10-1110-448-000-10-200-000-117-0000 | 111004482000000 | 47,930.00 |
| 00020507 | 09/16/2019 | L32222700168 | 00040403 | 220484 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 76.72 |
| | | | | | 10-1110-448-000-20-500-000-127-0000 | 111004485000000 | 76.72 |
| 00020507 | 09/16/2019 | L32222700169 | 00040403 | 220484 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 84.79 |
| | | | | | 10-1110-448-000-30-800-000-137-0000 | 111004488000000 | 84.79 |
| 00020507 | 09/16/2019 | L32222700170 | 00040403 | 220484 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 21.34 |
| | | | | | 10-2360-448-000-00-000-000-000-0000 | 123604480000000 | 21.34 |
| 00020507 | 09/16/2019 | L32222700171 | 00040403 | 220484 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 4.81 |
| | | | | | 10-2519-448-000-00-000-000-000-0000 | 125194480000000 | 4.81 |
| 00020508 | 09/16/2019 | L32222700015 | 00040293 | DONOFRIOS | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 192.47 |
| | | | | | 10-2360-635-000-00-000-000-000-0000 | 123606350000000 | 192.47 |
| 00020508 | 09/16/2019 | L32222700120 | 00040333 | DONOFRIOS | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 52.62 |
| | | | | | 10-3210-635-000-20-500-000-127-0000 | 132106350000000 | 52.62 |
| 00020509 | 09/16/2019 | L32222700232 | 00040228 | 1047104 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 55.42 |
| | | | | | 10-3250-610-000-00-000-000-BBGJ | 610BBGJ | 55.42 |
| 00020509 | 09/16/2019 | L32222700233 | 00040228 | 1047104 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 108.04 |
| | | | | | 10-3250-610-000-00-000-000-BBGV | 610BBGV | 108.04 |
| 00020510 | 09/16/2019 | L32222700191 | 00040195 | 9213647 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 97.48 |
| | | | | | 10-2250-640-000-10-200-000-117-0000 | 122506402000000 | 97.48 |
| 00020510 | 09/16/2019 | L32222700191 | 00040195 | 9213647 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 194.97 |
| | | | | | 10-2250-640-000-10-200-000-117-0000 | 122506402000000 | 194.97 |
| 00020510 | 09/16/2019 | L32222700191 | 00040195 | 9213647 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 243.79 |
| | | | | | 10-2250-640-000-10-200-000-117-0000 | 122506402000000 | 243.79 |
| 00020510 | 09/16/2019 | L32222700191 | 00040195 | 9213647 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 243.79 |
| | | | | | 10-2250-640-000-10-200-000-117-0000 | 122506402000000 | 243.79 |

* Denotes Non-Negotiable Transaction

P - Prenote

- Payable Transaction

d - Direct Deposit

c - Credit Card Payment

09/16/2019 10:36:31 AM

Sharpville Area School District

Page 3

Fund Accounting Check Register

GENERAL FUND - From 09/16/2019 To 09/16/2019

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| Check # | Tran Date | Tran # | PO No. | Invoice # | Account Code | A.S.N. | Expended Amt |
|--|------------|-------------|----------|----------------|-------------------------------------|------------------|--------------|
| 00020511 | 09/16/2019 | L3222700184 | 00040071 | INV119795 | 10-1110-650-000-20-500-000-127-0000 | 1110065050000000 | 3,765.60 |
| 00020511 | 09/16/2019 | L3222700192 | 00040043 | INV119803 | 10-1110-650-000-10-200-000-117-0000 | 1110065020000000 | 5,145.00 |
| Vendor: EDMONT - EDMONTUM | | | | | | | |
| 00020512 | 09/16/2019 | L3222700121 | 00040380 | ETS | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 8,910.60 |
| 00020512 | 09/16/2019 | L3222700180 | 00031984 | ETS | 10-2720-513-271-00-000-000-000-2200 | 1272051300000022 | 366.00 |
| Vendor: ERDOSTR - ERDOS TRANSPORT SERVICES | | | | | | | |
| 00020513 | 09/16/2019 | L3222700002 | 00040010 | ERIC RYAN CORP | 10-2720-513-271-00-000-000-000-2200 | 1272051300000022 | 78.00 |
| Vendor: ERICRY - THE ERIC RYAN CORPORATION | | | | | | | |
| 00020514 | 09/16/2019 | L3222700033 | 00040308 | 2275 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 444.00 |
| Vendor: ESPARKLE - eSPARK LEARNING | | | | | | | |
| 00020515 | 09/16/2019 | L3222700221 | 00040430 | FORBES | 10-2620-340-000-00-000-000-0000 | 1262034000000000 | 30.00 |
| Vendor: FORBESJO - JOHN FORBES | | | | | | | |
| 00020516 | 09/16/2019 | L3222700222 | 00040455 | 1291921-0 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 30.00 |
| Vendor: FRIENDBUS - FRIENDS OFFICE | | | | | | | |
| 00020517 | 09/16/2019 | L3222700187 | 00040416 | FRYE | 10-1110-650-000-10-200-000-117-0000 | 1110065020000000 | 9,952.00 |
| Vendor: FRYECH - CHRIS FRYE | | | | | | | |
| 00020518 | 09/16/2019 | L3222700223 | 00040437 | GIARDINA | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 9,952.00 |
| Vendor: GIARDIMI - MICHAEL GIARDINA | | | | | | | |
| 00020519 | 09/16/2019 | L3222700073 | 00040269 | 431284 | 10-3250-330-000-00-000-000-SCM0 | 330SCM | 51.00 |
| Vendor: GILLAT - GILL ATHLETICS | | | | | | | |
| 00020520 | 09/16/2019 | L3222700181 | 00031985 | GRACILLA | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 74.00 |
| Vendor: GRACILRO - RONULFO K GRACILLA JR | | | | | | | |
| 00020521 | 09/16/2019 | L3222700074 | 00040285 | IN1105400 | 10-3210-390-000-00-500-000-127-0000 | 1321039050000000 | 512.86 |
| 00020521 | 09/16/2019 | L3222700075 | 00040285 | IN1105400 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 700.00 |
| Vendor: GUMDROCA - PIONEER SQUARE BRANDS INC | | | | | | | |
| 00020522 | 09/16/2019 | L3222700205 | 00040332 | INV-114614 | 10-1110-650-000-20-500-000-402-6100 | 1110065050000061 | 700.00 |
| Vendor: HAPARA - HAPARA | | | | | | | |
| 00020523 | 09/16/2019 | L3222700188 | 00040417 | HARMER | 10-1110-650-000-30-800-000-402-6100 | 1110065080000061 | 2,500.00 |
| Vendor: HARMERJU - JUSTIN HARMER | | | | | | | |
| 00020524 | 09/16/2019 | L3222700003 | 00040011 | HAWTHORNE | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 5,000.00 |
| Vendor: HAWTHOCA - CARLA HAWTHORNE | | | | | | | |
| 00020525 | 09/16/2019 | L3222700234 | 00040457 | HERSH | 10-2220-650-000-00-000-000-402-0000 | 1222065000000000 | 2,231.25 |
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Fund Accounting Check Register

GENERAL FUND - From 09/16/2019 To 09/16/2019

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| Check # | Tran Date | Tran # | PO No. | Invoice # | Account Code | A.S.N. | Expended Amt |
|----------------|---|-------------|----------|------------|-------------------------------------|------------------|--------------|
| Vendor: | HERSHEYS - HERSH EXTERMINATING SERVICE, INC. | | | | | | |
| 00020526 | 09/16/2019 | 1322270004 | 00040012 | HOAGLAND | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 146.00 |
| | | | | | 10-2620-538-000-00-000-000-0000 | 1262053800000000 | 50.00 |
| Vendor: | HOAGLAWA - WADE HOAGLAND | | | | | | |
| 00020527 | 09/16/2019 | 1322270005 | 00040013 | HOUCK | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 50.00 |
| | | | | | 10-2620-538-000-00-000-000-0000 | 1262053800000000 | 25.00 |
| 00020527 | 09/16/2019 | 1322270012 | 00040381 | HOUCK | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 64.10 |
| | | | | | 10-2380-635-000-30-800-000-137-0000 | 1238063580000000 | |
| Vendor: | HOUCKCA - CAROL HOUCK | | | | | | |
| 00020528 | 09/16/2019 | 13222700123 | 00040391 | 19977 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 89.10 |
| | | | | | 10-2620-430-000-00-800-000-000-0000 | 1262043080000000 | 6,002.00 |
| Vendor: | HUZZYSRE - HUZZY'S REFRIGERATION INC | | | | | | |
| 00020529 | 09/16/2019 | 13222700124 | 00040384 | 163864 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 6,002.00 |
| | | | | | 10-2620-430-000-00-200-000-000-0000 | 1262043020000000 | 7,971.52 |
| 00020529 | 09/16/2019 | 13222700125 | 00040384 | 163881 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 637.27 |
| | | | | | 10-2620-430-000-00-500-000-000-0000 | 1262043050000000 | |
| Vendor: | ICEL - I.C. ELECTRIC | | | | | | |
| 00020530 | 09/16/2019 | 13222700210 | 00040436 | BESHERO | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 8,608.79 |
| | | | | | 10-3250-330-000-00-000-000-000-SCBV | 330SCBV | 74.00 |
| Vendor: | JAMESRO - ROBIN L JAMES BESHERO | | | | | | |
| 00020531 | 09/16/2019 | 13222700249 | 00031987 | 3227981 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 74.00 |
| | | | | | 10-2620-430-000-00-000-000-000-0000 | 1262043000000000 | 506.00 |
| 00020531 | 09/16/2019 | 13222700250 | 00031987 | 6089833 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 267.00 |
| | | | | | 10-2620-430-000-00-000-000-000-0000 | 1262043000000000 | |
| Vendor: | JCEH - J.C. EHRlich CO., INC. | | | | | | |
| 00020532 | 09/16/2019 | 13222700016 | 00040072 | N002784263 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 773.00 |
| | | | | | 10-3210-610-000-30-800-000-137-0000 | 1321061080000000 | 197.02 |
| 00020532 | 09/16/2019 | 13222700017 | 00040072 | N002783688 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 446.36 |
| | | | | | 10-3210-610-000-30-800-000-137-0000 | 1321061080000000 | 779.29 |
| 00020532 | 09/16/2019 | 13222700018 | 00040072 | N002783687 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 725.12 |
| | | | | | 10-3210-610-000-30-800-000-137-0000 | 1321061080000000 | |
| 00020532 | 09/16/2019 | 13222700093 | 00031787 | N002786012 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | |
| | | | | | 10-3250-610-000-00-000-000-000-AD00 | 610AD | |
| Vendor: | JOSTEN - JOSTENS | | | | | | |
| 00020533 | 09/16/2019 | 13222700151 | 00031981 | KEYSTONE | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 2,147.79 |
| | | | | | 10-1110-562-000-30-800-000-109-0000 | 1110056280000000 | 6,177.68 |
| 00020533 | 09/16/2019 | 13222700152 | 00031981 | KEYSTONE | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 9,103.96 |
| | | | | | 10-1290-562-000-30-800-000-109-0000 | 1129056280000000 | |
| Vendor: | KEYSTOEDC - KEYSTONE EDUCATION CENTER | | | | | | |
| 00020534 | 09/16/2019 | 13222700126 | 00040392 | 2701 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 15,281.64 |
| | | | | | 10-2620-430-000-00-200-000-000-0000 | 1262043020000000 | 3,950.00 |
| Vendor: | KNOTT'SIN - KNOTT'S INTERIORS, INC. | | | | | | |
| 00020535 | 09/16/2019 | 13222700019 | 00040094 | 31908 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 3,950.00 |
| | | | | | 10-1110-610-000-30-800-121-137-0000 | 111006108012100 | 98.26 |
| 00020535 | 09/16/2019 | 13222700020 | 00040077 | 29172 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 93.29 |
| | | | | | 10-1110-610-000-30-800-150-137-0000 | 111006108015000 | |
| 00020535 | 09/16/2019 | 13222700021 | 00040049 | 11574 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 801.34 |
| | | | | | 10-1110-610-000-20-500-122-127-0000 | 111006105012200 | |
| 00020535 | 09/16/2019 | 13222700022 | 00040051 | 11892 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 289.20 |
| | | | | | 10-1110-610-000-20-500-180-127-0000 | 111006105018000 | |
| 00020535 | 09/16/2019 | 13222700046 | 00040095 | 11062 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 216.79 |
| | | | | | 10-1110-610-000-30-800-180-137-0000 | 111006108018000 | |
| 00020535 | 09/16/2019 | 13222700076 | 00040075 | 10244 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 140.71 |
| | | | | | 10-1110-610-000-30-800-160-137-0000 | 111006108016000 | |

* Denotes Non-Negotiable Transaction

Fund Accounting Check Register

GENERAL FUND - From 09/16/2019 To 09/16/2019

fackrgc

| Check # | Tran Date | Tran # | PO No. | Invoice # | Account Code | A.S.N. | Expended Amt |
|--|------------|-------------|----------|--------------|---|----------------------|-----------------|
| 00020535 | 09/16/2019 | L3222700077 | 00040078 | 38409 | 10-2120-610-000-30-800-000-137-0000 | 1212061080000000 | 101.80 |
| 00020535 | 09/16/2019 | L3222700094 | 00040076 | 35672 | 10-2250-610-000-30-800-000-137-0000 | 1225061080000000 | 46.73 |
| 00020535 | 09/16/2019 | L3222700160 | 00040193 | 15296 | 10-1233-610-000-10-200-000-201-0000 | 1123361020000000 | 304.60 |
| 00020535 | 09/16/2019 | L3222700161 | 00040144 | 14669 | 10-1225-610-000-10-200-000-201-0000 | 1122561020000000 | 41.06 |
| 00020535 | 09/16/2019 | L3222700193 | 00040021 | 32239 | 10-1110-610-000-15-200-000-117-1500 | 1110061020000015 | 1,709.75 |
| 00020535 | 09/16/2019 | L3222700194 | 00040022 | 32128 | 10-1110-610-000-13-200-000-117-1300 | 1110061020000013 | 1,385.62 |
| 00020535 | 09/16/2019 | L3222700195 | 00040023 | 12328 | 10-1110-610-000-14-200-000-117-1400 | 1110061020000014 | 405.01 |
| 00020535 | 09/16/2019 | L3222700196 | 00040025 | 31588 | 10-1110-610-000-14-200-000-117-1400 | 1110061020000014 | 325.62 |
| 00020535 | 09/16/2019 | L3222700197 | 00040026 | 31876 | 10-1110-610-000-14-200-000-117-1400 | 1110061020000014 | 221.39 |
| 00020535 | 09/16/2019 | L3222700198 | 00040027 | 31988 | 10-1110-610-000-14-200-000-117-1400 | 1110061020000014 | 459.04 |
| 00020535 | 09/16/2019 | L3222700199 | 00040030 | 28861 | 10-1110-610-000-11-200-000-117-1100 | 1110061020000011 | 963.44 |
| 00020535 | 09/16/2019 | L3222700200 | 00040038 | 40113 | 10-2380-610-000-10-200-000-117-0000 | 1238061020000000 | 469.32 |
| 00020535 | 09/16/2019 | L3222700201 | 00040040 | 40216 | 10-1110-610-000-15-200-000-117-1500 | 1110061020000015 | 374.74 |
| Vendor: KURTZER - KURTZ BROS. | | | | | | | |
| 00020536 | 09/16/2019 | L3222700034 | 00040299 | 186558 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 8,447.71 |
| Vendor: LEANASHOW - LEANA'S BOOKS & MORE | | | | | | | |
| 00020537 | 09/16/2019 | L3222700251 | 00031986 | LINCOLN PARK | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 293.85 |
| 00020537 | 09/16/2019 | L3222700252 | 00031986 | LINCOLN PARK | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 293.85 |
| Vendor: LINCOLNPP - THE LINCOLN PARK PERFORMING | | | | | | | |
| 00020538 | 09/16/2019 | L3222700011 | 00040302 | LOMBARDI | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 1,399.84 |
| 00020538 | 09/16/2019 | L3222700012 | 00040302 | LOMBARDI | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 55.28 |
| Vendor: LOMBARDOG - DOMENIC G. LOMBARDI D.M.D. | | | | | | | |
| 00020539 | 09/16/2019 | L3222700127 | 00040342 | MARKS | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 24.84 |
| Vendor: MARKSST - STEVE MARKS | | | | | | | |
| 00020540 | 09/16/2019 | L3222700006 | 00040014 | MARSHALL | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 80.12 |
| Vendor: MARSHARI - HEIDI MARSHALL | | | | | | | |
| 00020541 | 09/16/2019 | L3222700189 | 00040418 | MARSHALL | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 300.00 |
| Vendor: MARSHARI - RICH MARSHALL | | | | | | | |
| 00020542 | 09/16/2019 | L3222700128 | 00040371 | MASTERS | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 25.00 |
| Vendor: MASTERTO - TOM MASTERS | | | | | | | |
| 00020543 | 09/16/2019 | L3222700190 | 00040419 | MATSKO | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 25.00 |
| Vendor: MATSKOCH - CHARLES MATSKO | | | | | | | |
| 00020543 | 09/16/2019 | L3222700190 | 00040419 | MATSKO | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 78.00 |
| 00020543 | 09/16/2019 | L3222700190 | 00040419 | MATSKO | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 78.00 |

* Denotes Non-Negotiable Transaction

P - Prenote

- Payable Transaction

d - Direct Deposit

c - Credit Card Payment

09/16/2019 10:36:31 AM

Sharpsville Area School District

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Fund Accounting Check Register

GENERAL FUND - From 09/16/2019 To 09/16/2019

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| Check # | Tran Date | Tran # | PO No. | Invoice # | Account Code | A.S.N. | Expended Amt |
|---|------------|-------------|----------|---------------|---|----------------------|------------------|
| 00020544 | 09/16/2019 | L3222700090 | 00040224 | 426363 | 10-1110-610-000-30-800-121-137-0000 | 111006108012100 | 101.40 |
| 00020544 | 09/16/2019 | L3222700091 | 00040224 | 425485 | 10-1110-610-000-30-800-121-137-0000 | 111006108012100 | 101.40 |
| Vendor: MCCORMGR - MCCORMICK'S GROUP LLC | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 202.80 |
| 00020545 | 09/16/2019 | L3222700172 | 00040406 | AHY-938039001 | 10-2440-529-000-20-500-000-000-0000 | 124405295000000 | 103.00 |
| Vendor: MERCERCO - MERCER CONSUMER | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 103.00 |
| 00020546 | 09/16/2019 | L3222700007 | 00040237 | MCCC | 10-1390-564-000-30-800-000-000-0000 | 113905648000000 | 32,310.00 |
| Vendor: MERCERCO - MERCER COUNTY CAREER CENTER | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 32,310.00 |
| 00020547 | 09/16/2019 | L3222700129 | 00040377 | 5027 | 10-2330-550-000-00-000-000-000-0000 | 123305500000000 | 1,564.86 |
| Vendor: MERCERCOT - MERCER COUNTY TREASURER | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 1,564.86 |
| 00020548 | 09/16/2019 | L3222700095 | 00040295 | INV85455 | 10-3250-610-000-00-000-000-000-CCV0 | 610CCV | 49.95 |
| Vendor: MFAT - MF ATHLETIC | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 49.95 |
| 00020549 | 09/16/2019 | L3222700035 | 00040314 | MILLER | 10-2836-580-000-00-000-000-000-0000 | 128365800000000 | 14.50 |
| Vendor: MILLERKR - KRYSTAL MILLER | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 14.50 |
| 00020550 | 09/16/2019 | L3222700130 | 00040346 | MILLER | 10-3250-330-000-00-000-000-000-FBV0 | 330FBV | 25.00 |
| Vendor: MILLERTE - TED MILLER | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 25.00 |
| 00020551 | 09/16/2019 | L3222700013 | 00040087 | 22 | 10-2120-610-000-30-800-000-137-0000 | 121206108000000 | 8.40 |
| 00020551 | 09/16/2019 | L3222700014 | 00040088 | 22 | 10-2380-610-000-20-500-000-127-0000 | 123806105000000 | 18.00 |
| 00020551 | 09/16/2019 | L3222700023 | 00040104 | 16 | 10-2380-550-000-10-200-000-117-0000 | 123805502000000 | 108.10 |
| 00020551 | 09/16/2019 | L3222700154 | 00031976 | 1836 | 10-1290-330-000-30-800-000-109-0000 | 112903308000000 | 572.00 |
| 00020551 | 09/16/2019 | L3222700155 | 00031979 | 1825 | 10-1231-322-000-10-200-000-109-0000 | 112313222000000 | 5,600.00 |
| 00020551 | 09/16/2019 | L3222700156 | 00031980 | 1792 | 10-1280-322-000-10-200-000-109-0000 | 112803222000000 | 1,302.00 |
| 00020551 | 09/16/2019 | L3222700157 | 00031980 | 1792 | 10-1280-322-520-10-200-000-109-5800 | 112803222000058 | 1,805.00 |
| Vendor: MIUIV - MIDWESTERN IU IV | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 9,413.50 |
| 00020552 | 09/16/2019 | L3222700153 | 00031975 | 1859 | 10-5800-322-000-00-000-000-109-0000 | 158003220000000 | 24,818.00 |
| Vendor: MIUIVSP - MIDWESTERN IU IV | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 24,818.00 |
| 00020553 | 09/16/2019 | L3222700031 | 00040097 | ARINV49707511 | 10-1110-610-000-20-500-121-127-0000 | 111006105012100 | 156.06 |
| Vendor: MUSICIFR - MUSICIAN'S FRIEND | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 156.06 |
| 00020554 | 09/16/2019 | L3222700131 | 00040400 | 183059 | 10-2620-610-000-30-980-000-000-0000 | 126206109800000 | 393.08 |
| Vendor: NEVCOSC - NEVCO SCOREBOARD COMPANY | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 393.08 |
| 00020555 | 09/16/2019 | L3222700158 | 00031977 | NESHANNOCK | 10-1110-561-000-30-800-000-109-0000 | 111005618000000 | 2,728.10 |
| Vendor: NTSD - NESHANNOCK TOWNSHIP | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 2,728.10 |
| 00020556 | 09/16/2019 | L3222700173 | 00040410 | O'BRIEN | 10-3250-330-000-00-000-000-000-FBMS | 330FBM | 51.00 |

* Denotes Non-Negotiable Transaction

Fund Accounting Check Register

GENERAL FUND - FROM 09/16/2019 TO 09/16/2019

fackrgc

| Check # | Tran Date | Tran # | PO No. | Invoice # | Account Code | A.S.N. | Expended Amt |
|--|------------|-------------|----------|--------------|-------------------------------------|------------------|--------------|
| Vendor: OBRIENST - STEPHEN O'BRIEN | | | | | | | |
| 00020557 | 09/16/2019 | L3222700092 | 00040279 | 363181865001 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 51.00 |
| | | | | | 10-2360-610-000-000-000-0000 | 1236061000000000 | 15.58 |
| 00020557 | 09/16/2019 | L3222700099 | 00040307 | 367505256001 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 73.99 |
| | | | | | 10-2360-610-000-000-000-0000 | 1236061000000000 | 157.06 |
| 00020557 | 09/16/2019 | L3222700100 | 00040307 | 367466238001 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 231.04 |
| | | | | | 10-2360-610-000-000-000-0000 | 1236061000000000 | 237.98 |
| 00020557 | 09/16/2019 | L3222700101 | 00040307 | 367466238001 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 50.33 |
| | | | | | 10-2519-610-000-000-000-0000 | 1251961000000000 | 25.45 |
| 00020557 | 09/16/2019 | L3222700162 | 00040289 | 365810204001 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 209.99 |
| | | | | | 10-2519-610-000-000-000-0000 | 1251961000000000 | 1,001.42 |
| 00020557 | 09/16/2019 | L3222700163 | 00040147 | 342581672001 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 7,942.76 |
| | | | | | 10-1233-610-000-20-500-000-201-0000 | 1123361050000000 | 2,547.59 |
| 00020557 | 09/16/2019 | L3222700185 | 00040139 | 342571338001 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 10,490.35 |
| | | | | | 10-1225-610-000-10-200-000-201-0000 | 1122561020000000 | 874.23 |
| 00020557 | 09/16/2019 | L3222700235 | 00040326 | 368621148001 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 874.23 |
| | | | | | 10-2360-610-000-000-000-0000 | 1236061000000000 | 74.00 |
| Vendor: OFFICEDE - OFFICE DEPOT | | | | | | | |
| 00020558 | 09/16/2019 | L3222700227 | 00040458 | PA CYBER | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 74.00 |
| | | | | | 10-1110-562-000-20-500-000-109-0000 | 1110056250000000 | 1,748.53 |
| 00020558 | 09/16/2019 | L3222700228 | 00040458 | PA CYBER | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 874.21 |
| | | | | | 10-1110-562-000-30-800-000-109-0000 | 1110056280000000 | 874.21 |
| Vendor: PACCS - PENNSYLVANIA CYBER CHARTER SCHOOL | | | | | | | |
| 00020559 | 09/16/2019 | L3222700132 | 00040379 | 578143 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 3,496.95 |
| | | | | | 10-1110-562-000-30-800-000-109-0000 | 1110056280000000 | 215.00 |
| Vendor: PALECS - PA LEADERSHIP CHARTER SCHOOL | | | | | | | |
| 00020560 | 09/16/2019 | L3222700174 | 00040413 | PATTERSON | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 215.00 |
| | | | | | 10-3250-330-000-00-000-000-SCGV | 330SCGV | 602.17 |
| Vendor: PATTERME - MEGHYN PATTERSON | | | | | | | |
| 00020561 | 09/16/2019 | L3222700036 | 00040315 | 576770 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 602.17 |
| | | | | | 10-1110-562-000-10-200-000-109-0000 | 1110056220000000 | 602.17 |
| 00020561 | 09/16/2019 | L3222700037 | 00040315 | 576770 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 1,204.34 |
| | | | | | 10-1110-562-000-20-500-000-109-0000 | 1110056250000000 | 516.38 |
| 00020561 | 09/16/2019 | L3222700038 | 00040315 | 576770 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 57.38 |
| | | | | | 10-1110-562-000-30-800-000-109-0000 | 1110056280000000 | 57.38 |
| Vendor: PAVIC - PA VIRTUAL CHARTER SCHOOL | | | | | | | |
| 00020562 | 09/16/2019 | L3222700024 | 00040172 | 1832686-00 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 114.75 |
| | | | | | 10-1110-640-000-30-800-000-137-0000 | 1110064080000000 | 57.38 |
| Vendor: PERMABO - PERMA BOUND | | | | | | | |
| 00020563 | 09/16/2019 | L3222700133 | 00040394 | SH0800 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 114.75 |
| | | | | | 10-2620-610-000-10-220-000-000-0000 | 1262061022000000 | 57.38 |
| 00020563 | 09/16/2019 | L3222700134 | 00040394 | SH0800 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 95.90 |
| | | | | | 10-2620-610-000-30-980-000-000-0000 | 1262061098000000 | |
| Vendor: PIONEER - PIONEER MFG CO. | | | | | | | |
| 00020564 | 09/16/2019 | L3222700236 | 00040461 | 1000011549 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | |
| | | | | | 10-1110-329-000-10-200-000-000-0000 | 1110032920000000 | |
| 00020564 | 09/16/2019 | L3222700237 | 00040461 | 1000011549 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | |
| | | | | | 10-1110-329-000-20-500-000-000-0000 | 1110032950000000 | |
| 00020564 | 09/16/2019 | L3222700238 | 00040461 | 1000011549 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | |
| | | | | | 10-1211-329-000-30-800-000-000-0000 | 1121132980000000 | |
| 00020564 | 09/16/2019 | L3222700239 | 00040461 | 1000011549 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | |
| | | | | | 10-1233-329-000-30-800-000-000-0000 | 1123332980000000 | |
| 00020564 | 09/16/2019 | L3222700240 | 00040461 | 1000011549 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | |
| | | | | | 10-1241-329-000-10-200-000-000-0000 | 1124132920000000 | |
| 00020564 | 09/16/2019 | L3222700241 | 00040461 | 1000011549 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | |
| | | | | | 10-1290-329-000-10-200-000-000-0000 | 1129032920000000 | |

* Denotes Non-Negotiable Transaction

P - Prenote

- Payable Transaction

09/16/2019 10:36:31 AM

d - Direct Deposit

c - Credit Card Payment

Sharpville Area School District

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Fund Accounting Check Register

GENERAL FUND - From 09/16/2019 To 09/16/2019

fackrgc

| Check # | Tran Date | Tran # | PO No. | Invoice # | Account Code | A.S.N. | Expended Amt |
|---|------------|-------------|----------|------------|----------------------------------|-----------------|--------------|
| 00020564 | 09/16/2019 | L3222700242 | 00040461 | 1000011549 | 10-1290-329-000-30-800-000-0000 | 112903298000000 | 383.60 |
| Vendor: PRECISHUR - PRECISION HUMAN RESOURCE SOLUTIONS | | | | | | | |
| 00020565 | 09/16/2019 | L3222700175 | 00040408 | RAGER | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 1,282.77 |
| Vendor: RAGERI - RICK RAGER | | | | | | | |
| 00020566 | 09/16/2019 | L3222700078 | 00040330 | 2205 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 74.00 |
| Vendor: RALPHCM - RALPH C. MEHLER INSURANCE | | | | | | | |
| 00020567 | 09/16/2019 | L3222700039 | 00040316 | 575575 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 74.00 |
| 00020567 | 09/16/2019 | L3222700040 | 00040316 | 575575 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 100.00 |
| 00020567 | 09/16/2019 | L3222700041 | 00040316 | 575575 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 100.00 |
| Vendor: REACHCYC - REACH CYBER CHARTER SCHOOL | | | | | | | |
| 00020568 | 09/16/2019 | L3222700136 | 00040344 | RICHARDSON | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 874.24 |
| Vendor: RICHARDE - DEREK RICHARDSON | | | | | | | |
| 00020569 | 09/16/2019 | L3222700135 | 00040396 | 27400 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 874.23 |
| Vendor: RICHTU - RICH TURIAN | | | | | | | |
| 00020570 | 09/16/2019 | L3222700053 | 00040300 | 951008201 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 1,728.55 |
| Vendor: RIDDELL - RIDDELL | | | | | | | |
| 00020571 | 09/16/2019 | L3222700008 | 00040015 | ROBERTS | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 3,477.02 |
| Vendor: ROBERTJAL - JAIME L. ROBERTS | | | | | | | |
| 00020572 | 09/16/2019 | L3222700137 | 00040373 | RODGERS | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 300.00 |
| Vendor: RODGERKE - KEN RODGERS | | | | | | | |
| 00020573 | 09/16/2019 | L3222700224 | 00040432 | ROGERS | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 300.00 |
| Vendor: ROGERSED - ED ROGERS | | | | | | | |
| 00020574 | 09/16/2019 | L3222700138 | 00040390 | 17640 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 919.69 |
| Vendor: RORACH - RORA CHEMICALS, INC. | | | | | | | |
| 00020575 | 09/16/2019 | L3222700225 | 00040439 | SCHUMACHER | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 919.69 |
| Vendor: SCHMUACR - CRAIG SCHUMACHER | | | | | | | |
| 00020576 | 09/16/2019 | L3222700202 | 00040205 | 3639074 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 286.20 |
| Vendor: SCHOOLHE - SCHOOL HEALTH CORPORATION | | | | | | | |
| 00020577 | 09/16/2019 | L3222700139 | 00040386 | 1530206 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 50.00 |
| 00020577 | 09/16/2019 | L3222700140 | 00040386 | 1530207 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 25.00 |
| 00020577 | 09/16/2019 | L3222700141 | 00040386 | 1565885 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 25.00 |
| 00020577 | 09/16/2019 | L3222700142 | 00040386 | 1572998 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 97.00 |

* Denotes Non-Negotiable Transaction

Fund Accounting Check Register

GENERAL FUND - From 09/16/2019 To 09/16/2019

fackrgc

| Check # | Tran Date | Tran # | PO No. | Invoice # | Account Code | A.S.N. | Expended Amt |
|---|------------|-------------|----------|-----------|---|-----------------------------------|--------------|
| Vendor: SCOTTEL - SCOTT ELECTRIC | | | | | | | |
| 00020578 | 09/16/2019 | L3222700226 | 00040456 | 219315 | Remit # 1 Check Date: 09/16/2019 10-2310-549-000-00-000-000-0000 | Check Amount: 1231054900000000 | 1,181.74 |
| Vendor: SHARONHE - SHARON HERALD CO. | | | | | | | |
| 00020579 | 09/16/2019 | L3222700243 | 00040451 | 5 | Remit # 1 Check Date: 09/16/2019 10-3250-330-000-00-000-000-AT00 | Check Amount: 330AT | 71.76 |
| Vendor: SHARONREM - SHARON REGIONAL MEDICAL CENTER | | | | | | | |
| 00020580 | 09/16/2019 | L3222700143 | 00040385 | 2019-14 | Remit # 1 Check Date: 09/16/2019 10-2660-350-000-00-000-000-0000 | Check Amount: 1266035000000000 | 3,300.00 |
| Vendor: SHARPSPOD - SHARPSVILLE POLICE DEPARTMENT | | | | | | | |
| 00020581 | 09/16/2019 | L3222700177 | 00040414 | SNYDER | Remit # 1 Check Date: 09/16/2019 10-3250-330-000-00-000-000-CCV0 | Check Amount: 330CCV | 35,730.00 |
| Vendor: SNYDERST - STEVE SNYDER | | | | | | | |
| 00020582 | 09/16/2019 | L3222700047 | 00040231 | 18484790 | Remit # 1 Check Date: 09/16/2019 10-3250-610-000-00-000-000-SCGJ | Check Amount: 610SCGJ | 74.00 |
| 00020582 | 09/16/2019 | L3222700048 | 00040231 | 18484790 | 10-3250-610-000-00-000-000-SCGV | 610SCGV | 234.94 |
| 00020582 | 09/16/2019 | L3222700102 | 00040201 | 95733543 | 10-3250-610-000-00-000-000-SCBJ | 610SCBJ | 234.94 |
| 00020582 | 09/16/2019 | L3222700103 | 00040201 | 95610110 | 10-3250-610-000-00-000-000-SCBJ | 610SCBJ | 308.76 |
| 00020582 | 09/16/2019 | L3222700104 | 00040201 | 95610110 | 10-3250-610-000-00-000-000-SCBV | 610SCBV | 17.16 |
| 00020582 | 09/16/2019 | L3222700105 | 00040201 | 95539813 | 10-3250-610-000-00-000-000-SCBV | 610SCBV | 46.83 |
| 00020582 | 09/16/2019 | L3222700106 | 00040201 | 95530812 | 10-3250-610-000-00-000-000-SCBV | 610SCBV | 20.91 |
| 00020582 | 09/16/2019 | L3222700107 | 00040201 | 95530811 | 10-3250-610-000-00-000-000-SCBV | 610SCBV | 81.55 |
| Vendor: SOCCER - SOCCER.COM | | | | | | | |
| 00020583 | 09/16/2019 | L3222700244 | 00040221 | 12379 | Remit # 1 Check Date: 09/16/2019 10-3250-610-000-00-000-000-SCBJ | Check Amount: 610SCBJ | 59.83 |
| 00020583 | 09/16/2019 | L3222700245 | 00040221 | 12379 | 10-3250-610-000-00-000-000-SCBV | 610SCBV | 1,004.92 |
| Vendor: SOCCERIN - SOCCER INNOVATIONS | | | | | | | |
| 00020584 | 09/16/2019 | L3222700042 | 00040317 | 39048-F | Remit # 1 Check Date: 09/16/2019 10-2310-610-000-00-000-000-0000 | Check Amount: 1231061000000000 | 133.44 |
| Vendor: SPECTRAS - SPECTRA ASSOCIATES, INC. | | | | | | | |
| 00020585 | 09/16/2019 | L3222700176 | 00040407 | SRU | Remit # 1 Check Date: 09/16/2019 10-3210-894-000-30-800-000-137-0000 | Check Amount: 1321081080000000 | 133.44 |
| Vendor: SRU8 - SLIPPERY ROCK UNIVERSITY | | | | | | | |
| 00020586 | 09/16/2019 | L3222700110 | 00040401 | STA | Remit # 1 Check Date: 09/16/2019 10-2720-513-000-00-000-000-3600 | Check Amount: 1272051300000036 | 266.88 |
| 00020586 | 09/16/2019 | L3222700111 | 00040401 | STA | 10-2720-513-271-00-000-000-000-2200 | 1272051300000022 | 553.50 |
| Vendor: STA - STA CENTRAL REGION | | | | | | | |
| 00020587 | 09/16/2019 | L3222700096 | 00040168 | 9175159 | Remit # 1 Check Date: 09/16/2019 10-2250-610-000-30-800-000-137-0000 | Check Amount: 1225061080000000 | 66.00 |
| 00020587 | 09/16/2019 | L3222700246 | 00040236 | 9195045 | 10-0481-000-000-00-000-000-0000 | 10481 | 66.00 |
| Vendor: SUBSCRSE - SUBSCRIPTION SERVICES | | | | | | | |
| 00020588 | 09/16/2019 | L3222700144 | 00040372 | TARNOCI | Remit # 1 Check Date: 09/16/2019 10-3250-330-000-00-000-000-FBV0 | Check Amount: 330FBV | 35,208.82 |
| | | | | | | | 4,645.05 |
| | | | | | | | 39,853.87 |
| | | | | | | | 315.71 |
| | | | | | | | 283.69 |
| | | | | | | | 599.40 |
| | | | | | | | 25.00 |

Fund Accounting Check Register

fackrgc

GENERAL FUND - From 09/16/2019 To 09/16/2019

| Check # | Tran Date | Tran # | PO No. | Invoice # | Account Code | A.S.N. | Expended Amt |
|--|------------|-------------|----------|----------------|---|----------------------------------|--------------|
| Vendor: TARNOCRO - ROBERT TARNOCI | | | | | | | |
| 00020589 | 09/16/2019 | L3222700203 | 00040388 | 97027501 | Remit # 1 Check Date: 09/16/2019 10-1110-610-000-15-200-000-117-1500 | Check Amount: 111006102000015 | 25.00 |
| 00020589 | 09/16/2019 | L3222700247 | 00040287 | 96626447 | 10-1110-610-000-18-200-000-117-1800 | 111006102000018 | 63.93 |
| Vendor: TEACHESY - TEACHER SYNERGY LLC | | | | | | | |
| 00020590 | 09/16/2019 | L3222700009 | 00040016 | TESONE | Remit # 1 Check Date: 09/16/2019 10-2350-330-000-00-000-000-0000 | Check Amount: 123503300000000 | 52.99 |
| Vendor: TESONEROJ - ROBERT J. TESONE | | | | | | | |
| 00020591 | 09/16/2019 | L3222700109 | 00040290 | 16150AINV13367 | Remit # 1 Check Date: 09/16/2019 10-1233-610-000-20-500-000-201-0000 | Check Amount: 112336105000000 | 116.92 |
| Vendor: TTFH - TTFH (USA) LTD | | | | | | | |
| 00020592 | 09/16/2019 | L3222700145 | 00040389 | 71479268 | Remit # 1 Check Date: 09/16/2019 10-2620-610-000-00-000-000-0000 | Check Amount: 126206100000000 | 583.33 |
| 00020592 | 09/16/2019 | L3222700146 | 00040389 | 71481900 | 10-2620-610-000-00-000-000-0000 | 126206100000000 | 177.10 |
| Vendor: TIFCOIN - TIFCO INDUSTRIES | | | | | | | |
| 00020593 | 09/16/2019 | L3222700049 | 00040323 | 996684 | Remit # 1 Check Date: 09/16/2019 10-2620-411-000-00-000-000-0000 | Check Amount: 126204110000000 | 177.10 |
| Vendor: TRICOVINI - TRI-COUNTY INDUSTRIES INC | | | | | | | |
| 00020594 | 09/16/2019 | L3222700097 | 00030237 | 24905 | Remit # 1 Check Date: 09/16/2019 10-3250-610-000-00-000-000-FHJ0 | Check Amount: 610FBJ | 350.93 |
| 00020594 | 09/16/2019 | L3222700098 | 00030237 | 24905 | 10-3250-610-000-00-000-000-FHVO | 610FBV | 49.18 |
| 00020594 | 09/16/2019 | L3222700182 | 00031983 | 24486 | 10-1243-610-000-20-500-000-201-0000 | 112436105000000 | 400.11 |
| 00020594 | 09/16/2019 | L3222700183 | 00031983 | 24486 | 10-1243-610-000-30-800-000-201-0000 | 112436108000000 | 785.00 |
| Vendor: VALLEYSIS - VALLEY SILK SCREENING | | | | | | | |
| 00020595 | 09/16/2019 | L3222700010 | 00040017 | VANNYO | Remit # 1 Check Date: 09/16/2019 10-2620-538-000-00-000-000-0000 | Check Amount: 126205380000000 | 1,355.80 |
| Vendor: VANNYOJO - JOHN VANNYO | | | | | | | |
| 00020596 | 09/16/2019 | L3222700159 | 00031978 | 3701 | Remit # 1 Check Date: 09/16/2019 10-1110-610-000-30-800-000-137-0000 | Check Amount: 111006108000000 | 50.00 |
| Vendor: VLNPA - VLN PARTNERS, LLP | | | | | | | |
| 00020597 | 09/16/2019 | L3222700043 | 00040200 | 121488 | Remit # 1 Check Date: 09/16/2019 10-3250-610-000-00-000-000-VBJ0 | Check Amount: 610VBV | 75.00 |
| 00020597 | 09/16/2019 | L3222700044 | 00040200 | 121488 | 10-3250-610-000-00-000-000-VBV0 | 610VBV | 75.00 |
| Vendor: VOLLEYUS - VOLLEYBALL USA | | | | | | | |
| 00020598 | 09/16/2019 | L3222700147 | 00040345 | WATSON | Remit # 1 Check Date: 09/16/2019 10-3250-330-000-00-000-000-FBV0 | Check Amount: 330FBV | 1,150.10 |
| 00020598 | 09/16/2019 | L3222700148 | 00040369 | WATSON | 10-3250-330-000-00-000-000-FBV0 | 330FBV | 25.00 |
| Vendor: WATSONED - ED WATSON | | | | | | | |
| 00020599 | 09/16/2019 | L3222700229 | 00040431 | WEBER | Remit # 1 Check Date: 09/16/2019 10-3250-330-000-00-000-000-SCM0 | Check Amount: 330SCM | 50.00 |
| Vendor: WEBERRI - RICH WEBER | | | | | | | |
| 00020600 | 09/16/2019 | L3222700230 | 00040459 | WPSBLC | Remit # 1 Check Date: 09/16/2019 10-1224-323-000-20-500-000-109-0000 | Check Amount: 112243235000000 | 51.00 |
| Vendor: WESTERPEPES - WESTERN PENNSYLVANIA SCHOOL FOR | | | | | | | |
| | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 245.00 |

* Denotes Non-Negotiable Transaction

d - Direct Deposit

c - Credit Card Payment

- Payable Transaction

09/16/2019 10:36:31 AM

Sharpville Area School District

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Fund Accounting Check Register

GENERAL FUND - From 09/16/2019 To 09/16/2019

fackrgc

| Check # | Tran Date | Tran # | PO No. | Invoice # | Account Code | A.S.N. | Expended Amt |
|---|------------|-------------|----------|---------------|-------------------------------------|------------------|--------------|
| BLIND CHILDREN | | | | | | | |
| 00020601 | 09/16/2019 | L3222700149 | 00040393 | 19220 | 10-2620-430-000-00-200-000-000-0000 | 1262043020000000 | 5,225.12 |
| 00020601 | 09/16/2019 | L3222700150 | 00040393 | 19267 | 10-2620-430-000-00-000-000-000-0000 | 1262043000000000 | 518.32 |
| Vendor: WESTPES - WEST PENN STEAMATIC, INC. | | | | | | | |
| 00020602 | 09/16/2019 | L3222700231 | 00040460 | WHIPPLE | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 5,743.44 |
| Vendor: WHIPPLEM - EMILY WHIPPLE | | | | | | | |
| 00020603 | 09/16/2019 | L3222700025 | 00040294 | 38708 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 32.65 |
| 00020603 | 09/16/2019 | L3222700026 | 00040294 | 38708 | 10-2360-550-000-00-000-000-000-0000 | 1236055000000000 | 102.13 |
| 00020603 | 09/16/2019 | L3222700027 | 00040294 | 38708 | 10-2380-532-000-20-500-000-127-0000 | 1238053250000000 | 155.03 |
| 00020603 | 09/16/2019 | L3222700028 | 00040294 | 38708 | 10-2380-550-000-10-200-000-117-0000 | 1238055020000000 | 143.87 |
| 00020603 | 09/16/2019 | L3222700029 | 00040294 | 38708 | 10-2380-550-000-30-800-000-137-0000 | 1238055080000000 | 155.03 |
| 00020603 | 09/16/2019 | L3222700030 | 00040294 | 37811 | 10-2519-550-000-00-000-000-000-0000 | 1251955000000000 | 178.26 |
| 00020603 | 09/16/2019 | L3222700050 | 00040325 | 38728 | 10-2360-550-000-00-000-000-000-0000 | 1236055000000000 | 165.00 |
| 00020603 | 09/16/2019 | L3222700051 | 00040325 | 38725 | 10-2360-550-000-00-000-000-000-0000 | 1236055000000000 | 65.00 |
| 00020603 | 09/16/2019 | L3222700052 | 00040325 | 38723 | 10-2360-550-000-00-000-000-000-0000 | 1236055000000000 | 30.00 |
| Vendor: WHITEHEA - WHITEHEAD-EAGLE CORPORATION | | | | | | | |
| 00020604 | 09/16/2019 | L3222700178 | 00040409 | WHITE | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 1,191.32 |
| Vendor: WHITEWI - H. WILLIAM WHITE, III | | | | | | | |
| 00020605 | 09/16/2019 | L3222700179 | 00040411 | WHITTEN | 10-3250-330-000-00-000-000-000-FBMS | 330FBM | 51.00 |
| Vendor: WHITTERI - RICK WHITTEN | | | | | | | |
| 00020606 | 09/16/2019 | L3222700248 | 00040321 | ARINV49975327 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 51.00 |
| Vendor: WOODWIBR - WOODWIND & BRASSWIND | | | | | | | |
| 00020607 | 09/16/2019 | L3222700186 | 00040291 | 1598335 | 10-1110-610-000-20-500-121-127-0000 | 111006105012100 | 51.00 |
| Vendor: WORLDBO - WORLD BOOK | | | | | | | |
| 00020607 | 09/16/2019 | L3222700186 | 00040291 | 1598335 | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 51.00 |
| 10-GENERAL FUND | | | | | | | |
| | | | | | | | 469,810.00 |
| Grand Total Manual Checks : | | | | | | | |
| | | | | | | | 0.00 |
| Grand Total Regular Checks : | | | | | | | |
| | | | | | | | 469,810.00 |
| Grand Total Direct Deposits: | | | | | | | |
| | | | | | | | 0.00 |
| Grand Total Credit Card Payments: | | | | | | | |
| | | | | | | | 0.00 |
| Grand Total All Checks : | | | | | | | |
| | | | | | | | 469,810.00 |

Fund Accounting Check Register

CAP RESERVE CHECKING - From 09/16/2019 To 09/16/2019

fackrgc

| Check # | Tran Date | Tran # | PO No. | Invoice # | Account Code | A.S.N. | Expended Amt |
|------------------------------|------------|-------------|----------|-----------|-------------------------------------|---------------|--------------|
| 00001280 | 09/16/2019 | I3236300001 | 00040387 | 163867 | 32-4200-430-000-00-980-000-000-0000 | | 16,650.00 |
| Vendor: ICEL - I.C. ELECTRIC | | | | | Remit # 1 Check Date: 09/16/2019 | Check Amount: | 16,650.00 |
| | | | | | 32-CAPITAL RESERVE FUND | 16,650.00 | |
| | | | | | Grand Total Manual Checks : | 0.00 | |
| | | | | | Grand Total Regular Checks : | 16,650.00 | |
| | | | | | Grand Total Direct Deposits: | 0.00 | |
| | | | | | Grand Total Credit Card Payments: | 0.00 | |
| | | | | | Grand Total All Checks : | 16,650.00 | |

PAYROLL ACCOUNT BANK RECONCILIATION

SHARPSVILLE AREA SCHOOL DISTRICT
FIRST NATIONAL BANK

RECONCILIATION DATE:

4-Sep-19

PREPARED BY:

Jaime Roberts

| | | | |
|---|--------------------|--------------------|--------------------|
| BALANCE PER BANK STATEMENT | | OUTSTANDING CHECKS | |
| AS OF: | 31-Aug-19 | CHECK # | DESCRIPTION |
| | \$50,226.93 | Wire | PSERS 35,852.38 |
| ADD DEPOSITS IN TRANSIT | | 7226 | Jenkins 28.07 |
| BANK ERROR | | 10043 | DelMonaco, K 59.59 |
| | | 10945 | Kistler, J. 48.43 |
| | | 11366 | Strain, J. 50.53 |
| | | 12007 | Aicher, S 10.17 |
| | 0.00 | 12512 | Joseph, M 403.84 |
| | | 14291 | AFSCME 748.67 |
| | | 14307 | AFSCME 769.48 |
| SUBTOTAL | 0.00 | | |
| LESS CHECKS OUTSTANDING: | | | |
| Interest Tranfer to Gen Func | 62.95 | | |
| (SEE LIST) | <u>37,971.16</u> | | |
| TOTAL: | 38,034.11 | | |
| | <u>38,034.11</u> | | |
| BANK BALANCE PER STATEMENT RECONCILIATION | | | |
| | <u>\$12,192.82</u> | | |
| GENERAL LEDGER ACCOUNT BALANCE | | | |
| | 5,869.41 | | |
| ADD DEBITS: | | | |
| DISTRICT | 509,565.51 | | |
| TOTAL DEBITS | 509,565.51 | | |
| SUBTOTAL | 515,434.92 | | |
| LESS CREDITS: | | | |
| NET DEDUCTIONS | 186,766.53 | | |
| NET PAYROLL | <u>316,475.57</u> | | |
| TOTAL CREDITS | <u>503,242.10</u> | | |
| BANK BALANCE PER GENERAL LEDGER | | TOTAL | |
| | <u>\$12,192.82</u> | <u>\$37,971.16</u> | |

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

AUGUST 31, 2019

| | CURRENT MONTH | YEAR-TO-DATE |
|---------------------------------|-----------------------|-----------------------|
| BALANCE FORWARD JULY 31, 2019 | | |
| CHECKING - GENERAL | 43,582.71 | 114,371.31 |
| INDEXED MONEY MARKET | 195,462.91 | 394,770.81 |
| PA GOV TRUST | 182,407.41 | 477,267.72 |
| PA GOV TRUST-I SHARES | 559,238.90 | \$ 559,238.90 |
| INDEXED MONEY MARKET-Restricted | <u>100,203.79</u> | <u>100,000.00</u> |
| FUNDS AVAILABLE JULY 31, 2019 | 1,080,895.72 | 1,645,648.74 |
| RECEIPTS - AUGUST | | |
| GENERAL REVENUE | 1,768,904.66 | 2,016,711.73 |
| ACCOUNTS RECEIVABLE | <u>2,788.18</u> | <u>8,590.49</u> |
| TOTAL RECEIPTS - AUGUST | 1,771,692.84 | 2,025,302.22 |
| DISBURSEMENTS - AUGUST | | |
| GENERAL EXPENSES | 1,675,984.64 | 2,001,294.25 |
| ACCT'S PAYABLE | <u>495,621.52</u> | <u>988,674.31</u> |
| TOTAL DISBURSEMENTS AUGUST | <u>(2,171,606.16)</u> | <u>(2,989,968.56)</u> |
| FUNDS AVAILABLE AUGUST 31, 2019 | \$ 680,982.40 | \$ 680,982.40 |
| DISTRIBUTION OF FUNDS: | | |
| CHECKING - GENERAL | 48,084.92 | |
| INDEXED MONEY MARKET | 70,824.38 | |
| PA GOV TRUST | 452,415.10 | |
| PA GOV TRUST-I SHARES | 9,238.90 | |
| INDEXED MONEY MARKET-Restricted | <u>100,389.10</u> | |
| FUNDS AVAILABLE AUGUST 31, 2019 | \$ 680,952.40 | |

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

AUGUST 31, 2019

INDEXED MONEY MARKET ACCOUNT

CURRENT INTEREST RATE: 2.25%

| | | | |
|---------------------------------|---------------|----|------------|
| BALANCE FORWARD JULY 31, 2019 | | \$ | 195,462.91 |
| 08/31/19 TO CHECKING | | | |
| 08/31/19 INVESTMENT #2 | (125,000.00) | | |
| | <u>361.47</u> | | |
| FUNDS AVAILABLE AUGUST 31, 2019 | | \$ | 70,824.38 |

PA GOVERNMENT TRUST INVESTMENTS

CURRENT INTEREST RATE: 2.02%

| | | | |
|---------------------------------|----------------|----|------------|
| BALANCE FORWARD JULY 31, 2019 | | \$ | 182,407.41 |
| 8/5/2019 TO CHECKING | | | |
| 8/21/2019 INVESTMENT #6 | (8,364.38) | | |
| 8/22/2019 INVESTMENT #7 | 40,974.00 | | |
| 8/30/2019 INVESTMENT #8 | 225,322.00 | | |
| 8/31/2019 TO CHECKING | 1,185,109.19 | | |
| 8/31/2019 INVESTMENT #9 | (1,173,553.13) | | |
| | <u>520.01</u> | | |
| FUNDS AVAILABLE AUGUST 31, 2019 | | \$ | 452,415.10 |

PA GOVERNMENT TRUST I SHARES INVESTMENTS

CURRENT INTEREST RATE: 2.14%

| | | | |
|---------------------------------|--------------|--|------------|
| BALANCE FORWARD JULY 31, 2019 | | | 559,238.90 |
| 08/15/19 TO CHECKING | | | |
| | (550,000.00) | | |
| FUNDS AVAILABLE AUGUST 31, 2019 | | | 9,238.90 |

INDEXED MONEY MARKET ACCOUNT-RESTRICTED

CURRENT INTEREST RATE: 2.25%

| | | | |
|---------------------------------|---------------|----|------------|
| BALANCE FORWARD JULY 31, 2019 | | \$ | 100,203.79 |
| 8/31/2019 INVESTMENT #2 | | | |
| | <u>185.31</u> | | |
| FUNDS AVAILABLE AUGUST 31, 2019 | | \$ | 100,389.10 |

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

AUGUST 31, 2019

| | |
|--------------------------|------------|
| BANK STATEMENT BALANCE | 95,557.03 |
| PLUS DEPOSIT IN TRANSIT | 125,648.70 |
| LESS OUTSTANDING CHECKS: | |

| | | |
|-------|------------------------------|------------|
| 17621 | N. TURUCK | 20.00 |
| 17699 | F. BERTOLASIO | 39.75 |
| 17756 | MOTIVATIONAL MEDIA | 100.00 |
| 17861 | J. FOWLER | 50.36 |
| 19037 | B. SORG | 6.35 |
| 19497 | SHARPSVILLE SOCCER BOOSTERS | 17.00 |
| 19710 | R. GILKEY | 250.00 |
| 20041 | SPORTING GOODS | 115.00 |
| 20354 | BIO CORP | 52.00 |
| 20372 | DISTRICT 10 ATHLETIC | 125.00 |
| 20373 | EDULINK | 3,385.00 |
| 20382 | GREENVILLE TRACK CLUB | 90.00 |
| 20386 | W. HOAGLAND | 50.00 |
| 20387 | C. HOUCK | 25.00 |
| 20393 | M. KING | 18.83 |
| 20403 | MERCER COUNTY RECORDER | 33.50 |
| 20452 | WEST CENTRAL JOB PARTNERSHIP | 150.00 |
| 20458 | B KOSCINSKI | 200.00 |
| 20460 | BOSTON MUTUAL | 505.82 |
| 20461 | CM REGENT | 155.98 |
| 20462 | CROWN BENEFITS | 161,351.68 |
| 20464 | FORT LEOEUF | 225.00 |
| 20465 | VERIZON BUSINESS | 594.60 |
| 20413 | PASA | 1,100.00 |
| 20424 | REACH CYBER CHARTER SCHOOL | 3,477.03 |
| 20427 | ROCHESTER 100, INC. | 270.00 |
| 20430 | SHARPSVILLE AREA SD | 712.91 |

| | |
|--------------------------|--------------|
| TOTAL OUTSTANDING CHECKS | (173,120.81) |
|--------------------------|--------------|

| | |
|---------------------------------|--------------|
| FUNDS AVAILABLE AUGUST 31, 2019 | \$ 48,084.92 |
|---------------------------------|--------------|

| | FOR THE MONTH <u>AUGUST</u> | YEAR- <u>TO-DATE</u> |
|--------------------------|--------------------------------|-------------------------|
| CHECKING ACCOUNT SUMMARY | | |
| BEGINNING BALANCE | \$ 43,582.71 | \$ 114,371.31 |
| RECEIPTS | 1,771,662.84 | 2,025,272.22 |
| INVESTMENTS REDEEMED | 1,856,917.51 | 2,514,190.35 |
| SUB-TOTAL | 3,672,163.06 | 4,653,833.88 |
| DISBURSEMENTS | (2,171,606.16) | (2,989,968.56) |
| INVESTMENTS PURCHASED | (1,452,471.98) | (1,615,780.40) |
| TOTAL | \$ 48,084.92 | \$ 48,084.92 |

Condensed IV Board Summary Report

From 08/01/2019 To 08/31/2019

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 | 0.00 | 0.00 | 0.00 | 0.00 | 4,365,889.00 |
| 200 PERSONNEL EMPL BENEFITS | 2,895,347.00 | 0.00 | 1,680.05 | 0.00 | 0.05 | 2,893,666.95 |
| 300 PURCHASED PROF & TECH | 193,792.00 | 0.00 | 0.00 | 900.00 | 0.46 | 192,892.00 |
| 400 PURCHASED PROPERTY SVC | 47,093.00 | 2,730.69 | 6,315.19 | 25,560.00 | 67.68 | 15,217.81 |
| 500 OTHER PURCHASED SERVICE | 293,434.00 | 7,531.38 | 22,771.08 | 14,151.20 | 12.58 | 256,511.72 |
| 600 SUPPLIES | 220,141.00 | 12,740.62 | 23,286.52 | 151,632.75 | 79.45 | 45,221.73 |
| 700 PROPERTY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 800 OTHER OBJECTS | 3,849.00 | 140.00 | 140.00 | 0.00 | 3.63 | 3,709.00 |
| Total | 8,019,545.00 | 23,142.69 | 54,192.84 | 192,243.95 | 3.07 | 7,773,108.21 |
| 10-1200 GENERAL FUND - SPEC PROG ELEMEN/SECOND | | | | | | |
| 100 PERSONNEL SERV-SALARIES | 1,101,211.00 | 5,948.55 | 8,202.72 | 0.00 | 0.74 | 1,093,008.28 |
| 200 PERSONNEL EMPL BENEFITS | 855,398.00 | 2,391.90 | 18,923.14 | 0.00 | 2.21 | 836,474.86 |
| 300 PURCHASED PROF & TECH | 278,219.00 | 3,250.00 | 3,427.50 | 45,029.00 | 17.41 | 229,762.50 |
| 400 PURCHASED PROPERTY SVC | 200.00 | 0.00 | 639.60 | 0.00 | 319.80 | -439.60 |
| 500 OTHER PURCHASED SERVICE | 357,657.00 | 6,882.40 | 11,786.75 | 10,940.51 | 6.35 | 334,929.74 |
| 600 SUPPLIES | 19,279.00 | 1,557.13 | 5,044.51 | 7,271.91 | 63.88 | 6,962.58 |
| 700 PROPERTY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 800 OTHER OBJECTS | 3,330.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3,330.00 |
| Total | 2,615,294.00 | 20,029.98 | 48,024.22 | 63,241.42 | 4.25 | 2,504,028.36 |
| 10-1300 GENERAL FUND - VOCATIONAL EDUCATION | | | | | | |
| 500 OTHER PURCHASED SERVICE | 417,795.00 | 32,310.00 | 32,310.00 | 323,100.00 | 85.06 | 62,385.00 |
| Total | 417,795.00 | 32,310.00 | 32,310.00 | 323,100.00 | 85.06 | 62,385.00 |
| 10-1400 GENERAL FUND - OTHER INSTRUCTION PROG | | | | | | |
| 100 PERSONNEL SERV-SALARIES | 10,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10,000.00 |
| 200 PERSONNEL EMPL BENEFITS | 4,319.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4,319.00 |
| 300 PURCHASED PROF & TECH | 14,976.00 | 0.00 | 0.00 | 0.00 | 0.00 | 14,976.00 |
| 500 OTHER PURCHASED SERVICE | 34,030.00 | 293.32 | 293.32 | 0.00 | 0.86 | 33,736.68 |

Condensed IV Board Summary Report

From 08/01/2019 To 08/31/2019

fabrdco4

| Account Description | Current Budget | Period To Date Exp/Rcvd | Year To Date Exp/Rcvd | Year To Date Encumbrances | % Used | Available Funds |
|---|-------------------|----------------------------|--------------------------|------------------------------|--------------|--------------------|
| 600 SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 800 OTHER OBJECTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 63,325.00 | 293.32 | 293.32 | 0.00 | 0.46 | 63,031.68 |
| 10-1500 GENERAL FUND - NONPUBLIC SCHOOL PGMS | | | | | | |
| 300 PURCHASED PROF & TECH | 3,763.00 | 0.00 | 3,285.00 | 0.00 | 87.29 | 478.00 |
| Total | 3,763.00 | 0.00 | 3,285.00 | 0.00 | 87.29 | 478.00 |
| 10-2100 GENERAL FUND - SUPPORT SERV-PUPIL PERS | | | | | | |
| 100 PERSONNEL SERV-SALARIES | 316,924.00 | 500.20 | 500.20 | 0.00 | 0.15 | 316,423.80 |
| 200 PERSONNEL EMPL BENEFITS | 225,670.00 | 207.96 | 1,766.69 | 0.00 | 0.78 | 223,903.31 |
| 300 PURCHASED PROF & TECH | 7,452.00 | 1,088.00 | 1,088.00 | 0.00 | 14.60 | 6,364.00 |
| 500 OTHER PURCHASED SERVICE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 600 SUPPLIES | 8,284.00 | 789.86 | 919.85 | 7,241.33 | 98.51 | 122.82 |
| Total | 558,330.00 | 2,586.02 | 4,274.74 | 7,241.33 | 2.06 | 546,813.93 |
| 10-2200 GENERAL FUND - SUPPORT SERVICES-INSTRU | | | | | | |
| 100 PERSONNEL SERV-SALARIES | 225,203.00 | 9,426.35 | 19,195.85 | 0.00 | 8.52 | 206,007.15 |
| 200 PERSONNEL EMPL BENEFITS | 148,119.00 | 4,109.99 | 15,864.13 | 0.00 | 10.71 | 132,254.87 |
| 300 PURCHASED PROF & TECH | 20,878.00 | 10,634.75 | 11,047.75 | 0.00 | 52.91 | 9,830.25 |
| 400 PURCHASED PROPERTY SVC | 7,291.00 | 3,678.00 | 3,686.00 | 600.00 | 58.78 | 3,005.00 |
| 500 OTHER PURCHASED SERVICE | 7,488.00 | 0.00 | 1,100.00 | 4,180.00 | 70.51 | 2,208.00 |
| 600 SUPPLIES | 51,483.00 | 2,243.07 | 3,261.11 | 22,670.12 | 50.36 | 25,551.77 |
| 700 PROPERTY | 23,000.00 | 0.00 | 0.00 | 47,930.00 | 208.39 | -24,930.00 |
| 800 OTHER OBJECTS | 400.00 | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 |
| Total | 483,862.00 | 30,092.16 | 54,154.84 | 75,380.12 | 26.77 | 354,327.04 |
| 10-2300 GENERAL FUND - SUPPORT SERVICES-ADMIN | | | | | | |
| 100 PERSONNEL SERV-SALARIES | 603,888.00 | 48,865.00 | 90,364.40 | 0.00 | 14.96 | 513,523.60 |
| 200 PERSONNEL EMPL BENEFITS | 423,450.00 | 20,819.43 | 52,571.72 | 1,200.00 | 12.69 | 369,678.28 |
| 300 PURCHASED PROF & TECH | 80,366.00 | 3,451.86 | 5,975.10 | 5,833.34 | 14.69 | 68,557.56 |

Condensed IV Board Summary Report

From 08/01/2019 To 08/31/2019

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| Account Description | Current Budget | Period To Date Exp/Rcvd | Year To Date Exp/Rcvd | Year To Date Encumbrances | % Used | Available Funds |
|--|---------------------|----------------------------|--------------------------|------------------------------|--------------|--------------------|
| 400 PURCHASED PROPERTY SVC | 3,132.00 | 251.23 | 508.71 | 2,470.00 | 95.10 | 153.29 |
| 500 OTHER PURCHASED SERVICE | 27,805.00 | 4,399.95 | 6,533.32 | 1,771.85 | 29.86 | 19,499.83 |
| 600 SUPPLIES | 28,976.00 | 8,171.64 | 8,421.26 | 4,578.98 | 44.86 | 15,975.76 |
| 800 OTHER OBJECTS | 8,244.00 | 1,500.00 | 6,499.90 | 229.00 | 81.62 | 1,515.10 |
| Total | 1,175,861.00 | 87,459.11 | 170,874.41 | 16,083.17 | 15.89 | 988,903.42 |
| 10-2400 GENERAL FUND - SUPP SVC-PUBLIC HEALTH | | | | | | |
| 100 PERSONNEL SERV-SALARIES | 100,274.00 | 75.00 | 150.00 | 0.00 | 0.14 | 100,124.00 |
| 200 PERSONNEL EMPL BENEFITS | 64,575.00 | 5.74 | 34.02 | 0.00 | 0.05 | 64,540.98 |
| 300 PURCHASED PROF & TECH | 3,013.00 | 0.00 | 0.00 | 721.00 | 23.92 | 2,292.00 |
| 500 OTHER PURCHASED SERVICE | 309.00 | 103.00 | 103.00 | 0.00 | 33.33 | 206.00 |
| 600 SUPPLIES | 799.00 | 894.34 | 894.34 | 274.68 | 146.31 | -370.02 |
| Total | 168,970.00 | 1,078.08 | 1,181.36 | 995.68 | 1.28 | 166,792.96 |
| 10-2500 GENERAL FUND - | | | | | | |
| 100 PERSONNEL SERV-SALARIES | 157,480.00 | 11,019.92 | 22,030.84 | 0.00 | 13.98 | 135,449.16 |
| 200 PERSONNEL EMPL BENEFITS | 112,729.00 | 5,086.43 | 12,487.21 | 475.00 | 11.49 | 99,766.79 |
| 300 PURCHASED PROF & TECH | 22,615.00 | 85.00 | 7,354.05 | 340.00 | 34.02 | 14,920.95 |
| 400 PURCHASED PROPERTY SVC | 1,150.00 | 84.30 | 174.85 | 330.80 | 43.96 | 644.35 |
| 500 OTHER PURCHASED SERVICE | 3,150.00 | 14.90 | 64.90 | 178.26 | 7.71 | 2,906.84 |
| 600 SUPPLIES | 2,590.00 | 79.15 | 79.15 | 1,220.33 | 50.17 | 1,290.52 |
| 800 OTHER OBJECTS | 275.00 | 248.69 | 298.69 | 0.00 | 108.61 | -23.69 |
| Total | 299,989.00 | 16,618.39 | 42,489.69 | 2,544.39 | 15.01 | 254,954.92 |
| 10-2600 GENERAL FUND - | | | | | | |
| 100 PERSONNEL SERV-SALARIES | 632,463.00 | 55,243.62 | 65,009.54 | -733.00 | 10.16 | 568,186.46 |
| 200 PERSONNEL EMPL BENEFITS | 480,909.00 | 22,111.40 | 43,339.15 | 0.00 | 9.01 | 437,569.85 |
| 300 PURCHASED PROF & TECH | 72,960.00 | 30.00 | 14,933.24 | 300.00 | 20.87 | 57,726.76 |
| 400 PURCHASED PROPERTY SVC | 171,803.00 | 15,505.83 | 40,678.22 | 12,776.69 | 31.11 | 118,348.09 |
| 500 OTHER PURCHASED SERVICE | 77,255.00 | 16,335.60 | 20,069.95 | 2,500.00 | 29.21 | 54,685.05 |
| 600 SUPPLIES | 399,650.00 | 18,872.93 | 49,441.94 | 12,822.12 | 15.57 | 337,385.94 |

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From 08/01/2019 To 08/31/2019

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| Account Description | Current Budget | Period To Date Exp/Rcvd | Year To Date Exp/Rcvd | Year To Date Encumbrances | % Used | Available Funds |
|--|---------------------|----------------------------|--------------------------|------------------------------|--------------|---------------------|
| 700 PROPERTY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 800 OTHER OBJECTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 1,835,040.00 | 128,099.38 | 233,472.04 | 27,665.81 | 14.23 | 1,573,902.15 |
| 10-2700 GENERAL FUND - | | | | | | |
| 500 OTHER PURCHASED SERVICE | 484,317.00 | -847.11 | 1,750.92 | 0.00 | 0.36 | 482,566.08 |
| Total | 484,317.00 | -847.11 | 1,750.92 | 0.00 | 0.36 | 482,566.08 |
| 10-2800 GENERAL FUND - SUPPORT SVCS-CENTRAL | | | | | | |
| 100 PERSONNEL SERV-SALARIES | 145,357.00 | 11,603.67 | 23,207.34 | 0.00 | 15.96 | 122,149.66 |
| 200 PERSONNEL EMPL BENEFITS | 101,357.00 | 5,156.79 | 13,458.79 | 300.00 | 13.57 | 87,598.21 |
| 300 PURCHASED PROF & TECH | 2,000.00 | 0.00 | 0.00 | 600.00 | 30.00 | 1,400.00 |
| 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 | 0.00 | 14.50 | 0.55 | 2,580.50 |
| 600 SUPPLIES | 200.00 | 0.00 | 0.00 | 1,889.85 | 944.92 | -1,689.85 |
| 800 OTHER OBJECTS | 595.00 | 0.00 | 0.00 | 0.00 | 0.00 | 595.00 |
| Total | 252,104.00 | 16,760.46 | 36,666.13 | 2,804.35 | 15.65 | 212,633.52 |
| 10-2900 GENERAL FUND - | | | | | | |
| 500 OTHER PURCHASED SERVICE | 8,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,500.00 |
| Total | 8,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8,500.00 |
| 10-3100 GENERAL FUND - FOOD SERVICES | | | | | | |
| 100 PERSONNEL SERV-SALARIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 200 PERSONNEL EMPL BENEFITS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 500 OTHER PURCHASED SERVICE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 600 SUPPLIES | 0.00 | 0.00 | -147.00 | 0.00 | 0.00 | 147.00 |
| Total | 0.00 | 0.00 | -147.00 | 0.00 | 0.00 | 147.00 |
| 10-3200 GENERAL FUND - STUDENT ACTIVITIES | | | | | | |
| 100 PERSONNEL SERV-SALARIES | 185,492.00 | 708.33 | 1,416.66 | 0.00 | 0.76 | 184,075.34 |

Condensed IV Board Summary Report

From 08/01/2019 To 08/31/2019

fabrdco4

| Account Description | Current Budget | Period To Date Exp/Rcvd | Year To Date Exp/Rcvd | Year To Date Encumbrances | % Used | Available Funds |
|---|-------------------|----------------------------|--------------------------|------------------------------|--------------|--------------------|
| 200 PERSONNEL EMPL BENEFITS | 79,899.00 | 297.08 | 594.16 | 0.00 | 0.74 | 79,304.84 |
| 300 PURCHASED PROF & TECH | 85,197.00 | 3,035.52 | 3,035.52 | 574.00 | 4.23 | 81,587.48 |
| 400 PURCHASED PROPERTY SVC | 8,100.00 | 5,285.15 | 5,285.15 | 0.00 | 65.24 | 2,814.85 |
| 500 OTHER PURCHASED SERVICE | 49,088.00 | 2,978.81 | 2,978.81 | 0.00 | 6.06 | 46,109.19 |
| 600 SUPPLIES | 42,776.00 | 3,390.25 | 4,487.90 | 14,997.41 | 45.55 | 23,290.69 |
| 700 PROPERTY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 800 OTHER OBJECTS | 13,617.00 | 440.00 | 440.00 | 1,178.39 | 11.88 | 11,998.61 |
| Total | 464,169.00 | 16,135.14 | 18,238.20 | 16,749.80 | 7.53 | 429,181.00 |
| 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 | 26,506.00 | 26,506.00 | 0.00 | 0.00 | 0.00 |
| 900 OTHER USES OF FUNDS | 105,000.00 | 105,000.00 | 105,000.00 | 0.00 | 51.17 | 25,288.00 |
| Total | 156,794.00 | 131,506.00 | 131,506.00 | 0.00 | 83.87 | 25,288.00 |
| 10-5200 GENERAL FUND - FUND TRANSFERS | | | | | | |

Condensed IV Board Summary Report

From 08/01/2019 To 08/31/2019

fabrdco4

| Account Description | Current Budget | Period To Date Exp/Rcvd | Year To Date Exp/Rcvd | Year To Date Encumbrances | % Used | Available Funds |
|--|----------------|----------------------------|--------------------------|------------------------------|--------|--------------------|
| 900 OTHER USES OF FUNDS | 1,336,819.00 | 1,173,553.13 | 1,173,553.13 | 0.00 | 87.78 | 163,265.87 |
| Total | 1,336,819.00 | 1,173,553.13 | 1,173,553.13 | 0.00 | 87.78 | 163,265.87 |
| 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 | -2,832.11 | -4,825.59 | 0.00 | 0.00 | 4,825.59 |
| 300 PURCHASED PROF & TECH | 0.00 | 0.00 | 0.00 | 24,818.00 | 0.00 | -24,818.00 |
| Total | 0.00 | -2,832.11 | -4,825.59 | 24,818.00 | 0.00 | -19,992.41 |
| 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 | -233,146.48 | -270,699.51 | 0.00 | 4.86 | -5,296,263.49 |
| Total | -5,566,963.00 | -233,146.48 | -270,699.51 | 0.00 | 4.86 | -5,296,263.49 |
| 10-6400 GENERAL FUND - DELINQUENCIES TAXES LEV | | | | | | |
| 000 | -222,800.00 | -16,074.09 | -53,106.60 | 0.00 | 23.83 | -169,693.40 |
| Total | -222,800.00 | -16,074.09 | -53,106.60 | 0.00 | 23.83 | -169,693.40 |
| 10-6500 GENERAL FUND - EARNINGS ON INVESTMENTS | | | | | | |
| 000 | -30,000.00 | -1,225.80 | -2,804.75 | 0.00 | 9.34 | -27,195.25 |
| Total | -30,000.00 | -1,225.80 | -2,804.75 | 0.00 | 9.34 | -27,195.25 |
| 10-6700 GENERAL FUND - REV FROM STUDENT ACT | | | | | | |
| 000 | -42,330.00 | -12,343.00 | -12,343.00 | 0.00 | 29.15 | -29,987.00 |
| Total | -42,330.00 | -12,343.00 | -12,343.00 | 0.00 | 29.15 | -29,987.00 |
| 10-6800 GENERAL FUND - REV FROM INTERMEDIATE | | | | | | |
| 000 | -168,568.00 | 0.00 | -9,096.58 | 0.00 | 5.39 | -159,471.42 |

Condensed IV Board Summary Report

From 08/01/2019 To 08/31/2019

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 | 0.00 | -9,096.58 | 0.00 | 5.39 | -159,471.42 |
| 10-6900 GENERAL FUND - OTHER REV FROM LOCAL 000 | -497,676.00 | -54,740.10 | -55,394.29 | -22,280.41 | 15.60 | -420,001.30 |
| Total | -497,676.00 | -54,740.10 | -55,394.29 | -22,280.41 | 15.60 | -420,001.30 |
| 10-7100 GENERAL FUND - BASIC INSTRUCT & OPER 000 | -6,475,986.00 | -968,430.00 | -968,430.00 | 0.00 | 14.95 | -5,507,556.00 |
| Total | -6,475,986.00 | -968,430.00 | -968,430.00 | 0.00 | 14.95 | -5,507,556.00 |
| 10-7200 GENERAL FUND - SUBSIDIES SPECIAL ED 000 | -791,804.00 | 0.00 | -118,705.00 | 0.00 | 14.99 | -673,099.00 |
| Total | -791,804.00 | 0.00 | -118,705.00 | 0.00 | 14.99 | -673,099.00 |
| 10-7300 GENERAL FUND - SUBSIDIES NON-ED PGMS 000 | -1,330,522.00 | -328,403.37 | -328,403.37 | 0.00 | 24.68 | -1,002,118.63 |
| Total | -1,330,522.00 | -328,403.37 | -328,403.37 | 0.00 | 24.68 | -1,002,118.63 |
| 10-7500 GENERAL FUND - EXTRA GRANTS 000 | -239,259.00 | 0.00 | 0.00 | 0.00 | 0.00 | -239,259.00 |
| Total | -239,259.00 | 0.00 | 0.00 | 0.00 | 0.00 | -239,259.00 |
| 10-7800 GENERAL FUND - SUBSIDIES ST PAID BENE 000 | -2,222,778.00 | -113,597.82 | -133,022.06 | 0.00 | 5.98 | -2,089,755.94 |
| Total | -2,222,778.00 | -113,597.82 | -133,022.06 | 0.00 | 5.98 | -2,089,755.94 |
| 10-8500 GENERAL FUND - RESTRICT GRANTS-IN-AID 000 | -329,731.00 | -40,974.00 | -61,461.00 | 0.00 | 18.63 | -268,270.00 |
| Total | -329,731.00 | -40,974.00 | -61,461.00 | 0.00 | 18.63 | -268,270.00 |
| 10-8600 GENERAL FUND - RESTRICT GRANTS-IN-AID | | | | | | |

Condensed IV Board Summary Report

From 08/01/2019 To 08/31/2019

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 | -3,275.57 | 0.00 | 3.37 | -93,689.43 |
| Total | -96,965.00 | 0.00 | -3,275.57 | 0.00 | 3.37 | -93,689.43 |
| 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 | 373,757.62 | 701,060.71 | 728,050.02 | 8.48 | 15,421,753.27 |
| Total Other Expenditure | 1,543,613.00 | 1,302,227.02 | 1,300,233.54 | 24,818.00 | 85.84 | 218,561.46 |
| Total Revenue | -18,015,382.00 | -1,768,934.66 | -2,016,741.73 | -22,280.41 | 11.31 | -15,976,359.86 |
| Total Other Revenue | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| | 379,095.00 | -92,950.02 | -15,447.48 | 730,587.61 | 188.64 | -336,045.13 |

Grand Totals

| | | | | | | |
|--------------------------------|----------------|---------------|---------------|------------|--------|----------------|
| Total Expenditure | 16,850,864.00 | 373,757.62 | 701,060.71 | 728,050.02 | 8.48 | 15,421,753.27 |
| Total Other Expenditure | 1,543,613.00 | 1,302,227.02 | 1,300,233.54 | 24,818.00 | 85.84 | 218,561.46 |
| Total All Expenditures | 18,394,477.00 | 1,675,984.64 | 2,001,294.25 | 752,868.02 | 14.97 | 15,640,314.73 |
| Total Revenue | -18,015,382.00 | -1,768,934.66 | -2,016,741.73 | -22,280.41 | 11.31 | -15,976,359.86 |
| Total Other Revenue | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total All Revenues | -18,015,382.00 | -1,768,934.66 | -2,016,741.73 | -22,280.41 | 11.31 | -15,976,359.86 |
| | 379,095.00 | -92,950.02 | -15,447.48 | 730,587.61 | 188.64 | -336,045.13 |

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

AUGUST 31, 2019

| | <u>MONTH</u> | <u>YEAR-TO-DATE</u> |
|---------------------------------|--------------|---------------------|
| BALANCE FORWARD JULY 31, 2019 | \$ 22,237.85 | \$ 22,192.76 |
| RECEIPTS - AUGUST | | |
| 08/31/19 AUGUST INTEREST | <u>41.08</u> | |
| TOTAL RECEIPTS - AUGUST | 41.08 | 86.17 |
| DISBURSEMENTS - AUGUST | | |
| NO ACTIVITY | | |
| DISBURSEMENTS - AUGUST | <u>0.00</u> | <u>0.00</u> |
| FUNDS AVAILABLE AUGUST 31, 2019 | \$ 22,278.93 | \$ 22,278.93 |

SUMMARY OF CAPITAL RESERVE FUNDS

| | | |
|---|------------------|--------------|
| CHECKING | 35.87 | |
| MONEY MARKET ACCOUNT [CURRENT INTEREST RATE: 2.25%] | <u>22,243.06</u> | |
| FUNDS AVAILABLE AUGUST 31, 2019 | | \$ 22,278.93 |

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

AUGUST 31, 2019

| | MONTH OF FEBRUARY | YEAR-TO-DATE |
|---------------------------------|----------------------|----------------|
| BALANCE FORWARD JULY 31, 2019 | \$7,124,511.60 | \$7,123,136.27 |
| RECEIPTS - AUGUST | | |
| 8/31/2019 INTEREST | <u>36,803.21</u> | |
| TOTAL RECEIPTS - AUGUST | 36,803.21 | 44,883.54 |
| DISBURSEMENTS - AUGUST | | |
| 8/19/2019 CK #179 PRINTSCAPE | 1,093.82 | |
| DISBURSEMENTS - AUGUST | <u>1,093.82</u> | 7,798.82 |
| FUNDS AVAILABLE AUGUST 31, 2019 | \$7,160,220.99 | \$7,160,220.99 |

SUMMARY OF CAPITAL PROJECT FUNDS

| | | |
|---|-------------------|----------------|
| PLGIT ARM ACCOUNT (CURRENT RATE: 2.12%) | 6,180,220.99 | |
| PLGIT CERTIFICATES OF DEPOSIT | <u>980,000.00</u> | |
| FUNDS AVAILABLE AUGUST 31, 2019 | | \$7,160,220.99 |

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

AUGUST 31, 2019

CERTIFICATES OF DEPOSIT:

| <u>DATE</u> | <u>BANK</u> | <u>MATURITY</u> | <u>INTERST RATE</u> | <u>AMOUNT</u> |
|-------------|--|-----------------|---------------------|-------------------|
| 6/12/2019 | Western Alliance Bank, Phoenix, AZ (57512) | 3/9/2020 | 2.40% | 245,000.00 |
| 6/12/2019 | Farmers Exchange Bank, Cherokee, Ok | 3/9/2020 | 2.36% | 245,000.00 |
| 6/12/2019 | Modern Bank, NA, New York, NY | 3/9/2020 | 2.35% | 245,000.00 |
| 6/12/2019 | First Internet Bank Of Indiana, Indianapolis | 3/9/2020 | 2.35% | <u>245,000.00</u> |
| TOTAL | | | \$ | 980,000.00 |

Student Activity Account Summary

From 08/01/2019 to 08/31/2019

fastusum

Fund 82 - MS ACTIVITY FUND

| Activity Fund | Beginning Balance 08/01/2019 | Received | Expended | Adjustments | Ending Balance 08/31/2019 |
|----------------------------|---------------------------------|----------|----------|-------------|------------------------------|
| MSCH MS CHEERLEADING | 880.10 | 0.00 | 0.00 | 0.00 | 880.10 |
| MSNH MS NJHS | 372.85 | 0.00 | 0.00 | 0.00 | 372.85 |
| MSST MS STUDENT COUNCIL | 1,373.80 | -1.62 | 0.00 | 0.00 | 1,375.42 |
| MSYB MS YEARBOOK | 1.72 | 0.00 | 0.00 | 0.00 | 1.72 |
| Fund 82 - MS ACTIVITY FUND | | | | | |
| Fund Totals: | 2,628.47 | -1.62 | 0.00 | 0.00 | 2,630.09 |
| Grand Totals: | 2,628.47 | -1.62 | 0.00 | 0.00 | 2,630.09 |

Student Activity Account Detail

From 08/01/2019 to 08/31/2019

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

32-0496-000-000-000-000-000-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

Fund 82 - MS ACTIVITY FUND MSNH-MS NJHS From 08/01/2019 to 08/31/2019 fastudet

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

82-0496-000-000-000-000-000-MSNH (Inactive with budget)

Beginning balance: 372.85

Received: 0.00

Expended: 0.00

Adjustments: 0.00

Ending balance: 372.85

Student Activity Account Detail

fastudet

From 08/01/2019 to 08/31/2019

*Includes accounts with no activity for this period

Fund 82 - MS ACTIVITY FUND MSST-MS STUDENT COUNCIL

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

32-0496-000-000-000-000-000-MSST
08/31/2019 R3238500001

MS STUDENT COUNCIL

-1.62

Beginning balance: 1,373.80
Received: -1.62
Expended: 0.00
Adjustments: 0.00
Ending balance: 1,375.42

Student Activity Account Detail

From 08/01/2019 to 08/31/2019

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 |
|------|------------|-------------|-----------|-------------|----------------|
|------|------------|-------------|-----------|-------------|----------------|

82-0496-000-000-000-000-000-MSYB (Inactive with budget)

| | |
|--------------------|------|
| Beginning balance: | 1.72 |
| Received: | 0.00 |
| Expended: | 0.00 |
| Adjustments: | 0.00 |
| Ending balance: | 1.72 |

Fund 82 - MS ACTIVITY FUND

| | | | | | | | | | |
|---------------------------------|----------|----------|-------|----------|------|-------------|------|------------------------------|----------|
| Beginning Balance 08/01/2019 | 2,628.47 | Received | -1.62 | Expended | 0.00 | Adjustments | 0.00 | Ending Balance 08/31/2019 | 2,630.09 |
| Fund Totals: | | | | | | | | | |

| | | | | | | | | | |
|---------------------------------|----------|----------|-------|----------|------|-------------|------|------------------------------|----------|
| Beginning Balance 08/01/2019 | 2,628.47 | Received | -1.62 | Expended | 0.00 | Adjustments | 0.00 | Ending Balance 08/31/2019 | 2,630.09 |
| Grand Totals: | | | | | | | | | |

MIS ACTIVITY ACCOUNT BANK RECONCILIATION

31-Aug-19

RECONCILIATION DATE:

PREPARED BY: Barbara Gomez

SHARPSVILLE AREA SCHOOL DISTRICT

FNB BANK

| CHECK # | DESCRIPTION | AMOUNT |
|---------|---|---------------|
| | BALANCE PER BANK STATEMENT | \$2,630.09 |
| | AS OF: 31-Aug-19 | |
| | ADD DEPOSITS IN TRANSIT | |
| | | |
| | | |
| | | 0.00 |
| | SUBTOTAL | |
| | LESS CHECKS OUTSTANDING | |
| | | |
| | | |
| | TOTAL | |
| | BANK BALANCE PER STATEMENT RECONCILIATION | \$2,630.09 |
| | GENERAL LEDGER ACCOUNT | |
| | BALANCE | 2,628.47 |
| | ADD DEBITS | |
| | RECEIPTS | 1.62 Interest |
| | TOTAL DEBITS | |
| | SUBTOTAL | |
| | LESS CREDITS | |
| | DISBURSEMENTS | |
| | TOTAL CREDITS | 1.62 |
| | BALANCE PER ACTIVITY ACCOUNT | \$2,630.09 |
| | TOTAL | |

Student Activity Account Summary

From 08/01/2019 to 08/31/2019

fastusum

Fund 81 - ACTIVITY FUND

| Activity Fund | Beginning Balance 08/01/2019 | Received | Expended | Adjustments | Ending Balance 08/31/2019 |
|------------------------------|---------------------------------|----------|----------|-------------|------------------------------|
| 2019 CLASS OF 2019 | 1,356.82 | 0.00 | 0.00 | 0.00 | 1,356.82 |
| 2020 CLASS OF 2020 | 735.71 | 0.00 | 0.00 | 0.00 | 735.71 |
| 2021 CLASS OF 2021 | 1,298.02 | 0.00 | 0.00 | 0.00 | 1,298.02 |
| 2022 CLASS OF 2022 | 4,027.00 | 0.00 | 0.00 | 0.00 | 4,027.00 |
| BBBC BBB CHEERLEADERS | 7.19 | 0.00 | 0.00 | 0.00 | 7.19 |
| 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 | 2,640.33 | 0.00 | 0.00 | 0.00 | 2,640.33 |
| DADV DEVILS ADVOCATE | 107.34 | 0.00 | 0.00 | 0.00 | 107.34 |
| DLOG DEVILS LOG | 12,463.50 | 0.00 | 0.00 | 0.00 | 12,463.50 |
| FBCH FOOTBALL CHEERLEADERS | 59.11 | 0.00 | 0.00 | 0.00 | 59.11 |
| FCCL FAM CAREER & COM LEADER | 937.85 | 0.00 | 0.00 | 0.00 | 937.85 |
| LEAD LEAD Team | 785.21 | 0.00 | 0.00 | 0.00 | 785.21 |
| NHEL NATURAL HELPERS | 1,202.16 | 0.00 | 0.00 | 0.00 | 1,202.16 |
| ROBO ROBOTICS CLUB | 56.18 | 0.00 | 0.00 | 0.00 | 56.18 |
| SCIE SCIENCE CLUB | 405.48 | 0.00 | 0.00 | 0.00 | 405.48 |
| SPAN SPANISH CLUB | 425.96 | 0.00 | 0.00 | 0.00 | 425.96 |
| STUC STUDENT COUNCIL | 1,383.12 | -32.57 | 0.00 | 0.00 | 1,415.69 |
| TECH TECHNOLOGY CLUB | 154.75 | 0.00 | 0.00 | 0.00 | 154.75 |
| TEEN TEENS THAT CARE | 1,505.63 | 0.00 | 0.00 | 0.00 | 1,505.63 |
| THES THESPIANS | 20,763.79 | 0.00 | 0.00 | 0.00 | 20,763.79 |
| TRAC TRACK CLUB | 1,696.81 | 0.00 | 0.00 | 0.00 | 1,696.81 |
| UNIS UNIFIED SPORTS | 65.00 | 0.00 | 0.00 | 0.00 | 65.00 |
| WRCH WRESTLING CHEERLEADERS | 32.19 | 0.00 | 0.00 | 0.00 | 32.19 |

Fund 81 - ACTIVITY FUND

Fund Totals: 52,629.89 -32.57 0.00 52,662.46

Grand Totals: 52,629.89 -32.57 0.00 52,662.46

Student Activity Account Detail

From 08/01/2019 to 08/31/2019

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

fastudet

From 08/01/2019 to 08/31/2019

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: | 735.71 |
| Received: | 0.00 |
| Expended: | 0.00 |
| Adjustments: | 0.00 |
| Ending balance: | 735.71 |

Student Activity Account Detail

fastudet

From 08/01/2019 to 08/31/2019

Fund 81 - ACTIVITY FUND 2021-CLASS OF 2021

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

31-0496-000-000-800-000-000-2021 (Inactive with budget)

Beginning balance: 1,298.02
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 1,298.02

Student Activity Account Detail

fastudet

Fund 81 - ACTIVITY FUND 2022-CLASS OF 2022

From 08/01/2019 to 08/31/2019

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

fastudet

From 08/01/2019 to 08/31/2019

Fund 81 - ACTIVITY FUND BBBC-BBB CHEERLEADERS

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

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

| | |
|--------------------|------|
| Beginning balance: | 7.19 |
| Received: | 0.00 |
| Expended: | 0.00 |
| Adjustments: | 0.00 |
| Ending balance: | 7.19 |

Student Activity Account Detail

From 08/01/2019 to 08/31/2019

fastudet

Fund 81 - ACTIVITY FUND BOOK-BOOK CLUB

| Date | Trans. No. | Vendor Name | Check No. | Description | Exp/Rec Amount |
|-------------------------------------|------------|------------------------|-----------|-------------|----------------|
| 31-0496-000-000-00-800-000-000-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

fastudet

From 08/01/2019 to 08/31/2019

Fund 81 - ACTIVITY FUND CHES-CHES

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

31-0496-000-00-800-000-000-CHES (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 08/01/2019 to 08/31/2019

fastudet

Fund 81 - ACTIVITY FUND CHOI-CHOIR

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

31-0496-000-000-800-000-000-CHOI (Inactive with budget)

| | |
|--------------------|----------|
| Beginning balance: | 2,640.33 |
| Received: | 0.00 |
| Expended: | 0.00 |
| Adjustments: | 0.00 |
| Ending balance: | 2,640.33 |

Student Activity Account Detail

fastudet

From 08/01/2019 to 08/31/2019

Fund 81 - ACTIVITY FUND DADV-DEVILS ADVOCATE

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

31-0496-000-000-00-800-000-000-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 08/01/2019 to 08/31/2019

fastudet

Fund 81 - ACTIVITY FUND DLOG-DEVILS LOG

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

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

| | |
|--------------------|-----------|
| Beginning balance: | 12,463.50 |
| Received: | 0.00 |
| Expended: | 0.00 |
| Adjustments: | 0.00 |
| Ending balance: | 12,463.50 |

Student Activity Account Detail

fastudet

From 08/01/2019 to 08/31/2019

FUND 81 - ACTIVITY FUND FBCH-FOOTBALL CHERIELEADERS

| Date | Trans. No. | Vendor Name | Check No. | Description | Exp/Rec Amount |
|-------------------------------------|------------|------------------------|-----------|--------------------|----------------|
| 31-0496-000-000-00-800-000-000-FBCH | | (Inactive with budget) | | | |
| | | | | Beginning balance: | 59.11 |
| | | | | Received: | 0.00 |
| | | | | Expended: | 0.00 |
| | | | | Adjustments: | 0.00 |
| | | | | Ending balance: | 59.11 |

Student Activity Account Detail

fastudet

From 08/01/2019 to 08/31/2019

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

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

31-0496-000-000-800-000-000-FCCL (Inactive with budget)

Beginning balance: 937.85
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 937.85

Student Activity Account Detail

From 08/01/2019 to 08/31/2019

fastudet

Fund 81 - ACTIVITY FUND LEAD-LEAD Team

| Date | Trans. No. | Vendor Name | Check No. | Description | Exp/Rec Amount |
|----------------------------------|------------|------------------------|-----------|-------------|----------------|
| 31-0496-000-000-800-000-000-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

fastudet

From 08/01/2019 to 08/31/2019

Fund 81 - ACTIVITY FUND NHEL-NATURAL HELPERS

| Date | Trans. No. | Vendor Name | Check No. | Description | Exp/Rec Amount |
|----------------------------------|------------|-------------|-----------|------------------------|----------------|
| 31-0496-000-000-800-000-000-NHEL | | | | (Inactive with budget) | |

Beginning balance: 1,202.16
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 1,202.16

Student Activity Account Detail

From 08/01/2019 to 08/31/2019

fastudet

Fund 81 - ACTIVITY FUND ROBO-ROBOTICS CLUB

| Date | Trans. No. | Vendor Name | Check No. | Description | Exp/Rec Amount |
|-------------------------------------|------------|-------------|-----------|------------------------|----------------|
| 31-0496-000-000-00-800-000-000-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 08/01/2019 to 08/31/2019

fastudet

Fund 81 - ACTIVITY FUND SCIE-SCIENCE CLUB

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

31-0496-000-000-800-000-000-SCIE (Inactive with budget)

| | |
|--------------------|--------|
| Beginning balance: | 405.48 |
| Received: | 0.00 |
| Expended: | 0.00 |
| Adjustments: | 0.00 |
| Ending balance: | 405.48 |

Student Activity Account Detail

From 08/01/2019 to 08/31/2019

fastudet

Fund 81 - ACTIVITY FUND SPAN-SPANISH CLUB

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

Beginning balance: 425.96
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 425.96

Student Activity Account Detail

From 08/01/2019 to 08/31/2019

fastudet

Fund 81 - ACTIVITY FUND STUC-STUDENT COUNCIL

| Date | Trans. No. | Vendor Name | Check No. | Description | Exp/Rec Amount |
|-------------------------------------|-------------|-------------|-----------|----------------------------------|----------------|
| 81-0496-000-000-00-800-000-000-STUC | | | | | |
| 08/31/2019 | R3238100001 | | | HS STUDENT COUNCIL Bank interest | -32.57 |

Beginning balance: 1,383.12
 Received: -32.57
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 1,415.69

Student Activity Account Detail

From 08/01/2019 to 08/31/2019

fastudet

Fund 81 - ACTIVITY FUND TECH-TECHNOLOGY CLUB

Date Trans. No. Vendor Name

Check No. Description

Exp/Rec Amount

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

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

Student Activity Account Detail

From 08/01/2019 to 08/31/2019

fastudet

Fund 81 - ACTIVITY FUND TEEN-TEENS THAT CARE

| Date | Trans. No. | Vendor Name | Check No. | Description | Exp/Rec Amount |
|-------------------------------------|------------|-------------|-----------|------------------------|----------------|
| 31-0496-000-000-00-800-000-000-TEEN | | | | (Inactive with budget) | |

Beginning balance: 1,505.63
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 1,505.63

Student Activity Account Detail

fastudet

From 08/01/2019 to 08/31/2019

Fund 81 - ACTIVITY FUND THES-THESPIANS

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

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

| | |
|--------------------|-----------|
| Beginning balance: | 20,763.79 |
| Received: | 0.00 |
| Expended: | 0.00 |
| Adjustments: | 0.00 |
| Ending balance: | 20,763.79 |

Student Activity Account Detail

From 08/01/2019 to 08/31/2019

fastudet

Fund 81 - ACTIVITY FUND TRAC-TRACK CLUB

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

31-0496-000-000-800-000-000-TRAC (Inactive with budget)

Beginning balance: 1,696.81
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 1,696.81

Student Activity Account Detail

From 08/01/2019 to 08/31/2019

fastudet

Fund 81 - ACTIVITY FUND UNIS-UNIFIED SPORTS

| Date | Trans. No. | Vendor Name | Check No. | Description | Exp/Rec Amount |
|----------|--------------------------|------------------------|-----------|--------------------|----------------|
| 08-04-19 | 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

fastudet

From 08/01/2019 to 08/31/2019

Fund 81 - ACTIVITY FUND WRCH-WRESTLING CHEERLEADERS

| Date | Trans. No. | Vendor Name | Check No. | Description | Exp/Rec Amount |
|-------------------------------------|------------|-------------|-----------|------------------------|----------------|
| 31-0496-000-000-00-800-000-000-WRCH | | | | (Inactive with budget) | |

Beginning balance: 32.19
 Received: 0.00
 Expended: 0.00
 Adjustments: 0.00
 Ending balance: 32.19

Fund 81 - ACTIVITY FUND

| | | | | |
|--|--|--|--|-------------------------------------|
| Beginning Balance 08/01/2019 | | | | Ending Balance 08/31/2019 |
| 52,629.89 | | | | 52,662.46 |
| Fund Totals: | | | | |

| | | | | |
|--|--|--|--|-------------------------------------|
| Beginning Balance 08/01/2019 | | | | Ending Balance 08/31/2019 |
| 52,629.89 | | | | 52,662.46 |
| Grand Totals: | | | | |

HS ACTIVITY ACCOUNT

BANK RECONCILIATION

SHARPSVILLE AREA SCHOOL DISTRICT
FNB BANK

RECONCILIATION DATE:

9-Sep-19

PREPARED BY:

Karen Zaggar

| BALANCE PER BANK STATEMENT | | OUTSTANDING CHECKS | |
|---|-------------|--------------------|-----------------------|
| AS OF: | 31-Aug-19 | \$52,874.20 | |
| ADD DEPOSITS IN TRANSIT | | CHECK # | DESCRIPTION |
| | | | AMOUNT |
| | | 3917 | TAYLOR POLLOCK |
| | | 3928 | DANIELLE MARRIE |
| | | 3961 | HANNA MUELLER |
| | | 4204 | JEREMY HAWTHORNE |
| | | 4328 | ZOE HOWZE |
| | | 4585 | BRAYDEN FRY |
| | | 4610 | TIMOTHY FINDLEY |
| | | 4672 | MACTE DINGER |
| | | 4711 | SUE ELLEN SUMMERVILLE |
| | | 4719 | JAMIE LANE |
| | | | |
| | | | |
| | | | |
| | 0.00 | | |
| SUBTOTAL | 0.00 | | |
| LESS CHECKS OUTSTANDING: | | | |
| (SEE LIST) | 211.74 | | |
| TOTAL: | 211.74 | | |
| | 211.74 | | |
| BANK BALANCE PER STATEMENT RECONCILIATION | | | |
| | \$52,662.46 | | |
| GENERAL LEDGER ACCOUNT | | | |
| BALANCE | 52,629.89 | | |
| ADD DEBITS: | | | |
| RECEIPTS | 32.57 | | |
| TOTAL DEBITS | | | |
| SUBTOTAL | 32.57 | | |
| LESS CREDITS: | | | |
| DISBURSEMENTS | 0.00 | | |
| TOTAL CREDITS | 0.00 | | |
| BALANCE PER ACTIVITY ACCOUNT | \$52,662.46 | TOTAL | \$211.74 |

**SHARPSVILLE AREA SCHOOL DISTRICT
CAFETERIA REPORT**

AUGUST 2019

| | BUDGET | MONTH | BUDGET TO DATE | YEAR TO DATE |
|-----------------------------|---------------------|--------------------|---------------------------|-------------------------|
| Beginning Cash Balance | | \$65,731.16 | | \$36,153.27 |
| Revenues: | | | | |
| Lunch/Breakfast/A La Carte | 162,549.00 | - | - | - |
| Adult Lunches | 12,528.00 | - | - | - |
| Special Functions | 42,851.00 | - | - | - |
| State Subsidy | 18,383.00 | - | - | - |
| Social Security Subsidy | 11,528.00 | - | - | - |
| Retirement Subsidy | 55,603.00 | - | - | - |
| Federal Subsidy | 306,708.00 | - | - | - |
| Donated Commodities | - | - | - | - |
| Transfers from General Fund | - | - | - | - |
| Interest | - | 67.62 | - | 135.57 |
| Other | - | - | - | - |
| Account's Receivable | - | 1,572.30 | - | 43,356.66 |
| Total Revenues | 610,150.00 | 1,639.92 | - | 43,492.23 |
| Expenditures: | | | | |
| Wages | 202,185.00 | - | - | - |
| Employee Benefits | 86,262.00 | - | - | - |
| FMSC Expenses | 330,648.00 | 7,992.04 | - | 7,992.04 |
| Substitute Service | - | - | - | - |
| Other Expenses | - | - | - | 1,797.00 |
| Value of Donated Foods | - | - | - | - |
| Accounts Payable | - | 300.00 | - | 10,777.42 |
| Total Expenditures | \$619,095.00 | \$8,292.04 | \$0.00 | \$20,566.46 |
| Ending Cash Balance | (\$8,945.00) | \$59,079.04 | \$0.00 | \$59,079.04 |

SHARPSVILLE AREA HIGH SCHOOL ATHLETIC DEPARTMENT 2019-2020 ATHLETIC EVENTS TICKET PRICES

VARSITY FOOTBALL (5)

\$5.00 Adult
\$3.00 Senior Citizen
\$3.00 Student
\$30.00 Season Ticket (Reserved Seat)
\$20.00 Parent Season Ticket (Parents of players,
cheerleaders, band members)

GIRLS' VOLLEYBALL (7)

\$4.00 Adult
\$2.00 Senior Citizen
\$2.00 Student
\$24.00 Parent Pass

BOYS' BASKETBALL (8)

\$4.00 Adult
\$2.00 Senior Citizen
\$2.00 Student
\$28.00 Parent Pass

GIRLS' BASKETBALL (10)

\$4.00 Adult
\$2.00 Senior Citizen
\$2.00 Student
\$30.00 Parent Pass

WRESTLING

\$4.00 Adult
\$2.00 Senior Citizen
\$2.00 Student

() Indicates Home Contests

- * Senior Citizen Passes will be available at a cost of \$25.00 each.
- * Employee Athletic Pass for 2019-2020 home athletic events at a cost of \$15.00 per employee
- * Student Pass for 2019-2020 home athletic events at a cost of \$10.00 per student

**SHARPSVILLE AREA SCHOOL DISTRICT BUSING SCHEDULE
AN EEO INSTITUTION
2019-2020**

Transfer students A.M. Loading

Bus # 8

Driver: Mr. Lesheski

Saint John Paul and Kennedy Catholic students will load by the flagpole at Sharpville High School @ 7:30.

Students from Clark and South Pymatuning will ride in on secondary buses to the High School for transfer to the above bus.

Transfer students P.M. Loading

Bus # 8

Driver: Mr. Lesheski

Saint John Paul students will be picked up at 2:30 Arrive at Sharpville High School at 2:45 p.m. Students will transfer to secondary buses.

Bus# 103

Driver: Mrs. Greenawalt

Kennedy Catholic students will be picked up at 2:50 and arrive at Sharpville Elementary School 3:05. Students will transfer to Elementary buses.

Sharpville Area Students to Mercer County Career Center

Bus #97

Leave 11:25 A.M. from High School
Leave 2:23 from Career Center

Driver: Mrs. BuCher /Mrs. Hoffman

Arrive 11:45 A.M. Career Center
Arrive 2:45 A.M. High school

KEYSTONE

Bus #103 A.M. Keystone

Driver: Mrs. Greenawalt

Pick up Sharpville High School 7:15 a.m then at Sharpville Gazebo at 7:20 a.m. Students who live West of Walnut street will be picked up and dropped off at the High School all others the Gazebo.

Bus #103 P.M. Keystone

Pick up Keystone H.S. on Good Hope Rd. 2:20 P.M.(Keystone middle school students will be shuttled to High School) Deliver back to Sharpville Gazebo and Sharpville High School

Sharpville Area School District 2019-20 High School & Middle School Pick-Up Times

Bus # 95 – Peacock 6:40, Fox Creek 6:43, Cricket 6:45, Kathy Lane/Saranac 6:49, 562-274 Buckeye 6:51, Orangeville 6:55, Seneca 7:03, 2880-2749 Tamarack 7:10, High/N. Mercer High 7:12, Kelly Rd./Thelmas 7:13, Rite Aid 7:15.

Bus # 97 - Carlisle Rd. 6:40, Darien 6:43, Rutledge 6:45, Whiting 7:00, Lakeside 7:05, 4724-3818 Seneca 7:10, 3772 Tamarack 7:15, Anchorage 7:20, Shadow 7:22, Birch 7:23, Dunham 7:24, Shenango Gardens 7:25, 58-218 S.Walnut 7:29.

Bus # 98 – Hartford 6:37, 5452-3960 Tamarack 6:40, Ivanhoe 6:50, Crestview 6:55, 747-804 Buckeye 6:59, ChrisJayne Lane 7:00, 1015-1402 Buckeye 7:02, Powers 7:04, 1717-2069 Buckeye 7:06, Hunter St. 7:10

Bus # 99 – 428-466 S.Walnut 6:25, Covert/S.Walnut 6:25, ValleyView Rd. 6:30, Lake Rd. 6:35, Neshannock 6:40, Clay Furnace Rd. 6:45, McMinn 6:46, Lake Rd. 6:52, Winner Rd. 6:55, Nora St. 6:59, Milton 7:00, Woodlawn 7:03, Parkview 7:04, Charles 7:08, Robertson 7:15, South Mercer 7:20.

Bus # 101 – N.Hermitage 6:35, Cardinal 6:40, Hummingbird 6:45, BlueJay 6:48, Springwood 6:51, Stewart 6:53, Wynwood 6:58, Maplewood 7:00, Thomason Rd. 7:03, Baywoods 7:05, Walnut/Union 7:13, Mercer/Line 7:15, Walnut 7:17, School St. 7:20

Bus # 104 - Gull Lane 6:40, Kane Rd. 6:41, Rutledge 6:48, Colt 6:53, Summit 6:55, Rutledge 6:56, 6590-4965 Saranac 7:02, Eagle Place 7:08, 3796-2900 Saranac 7:13, High St./ Cherry 7:17, West Shenango 7:19

Sharpsville Area School District 2019-20 Elementary School Pick-Up Times

Bus # 95 – Valley View 7:43, Lake Rd. 7:45, N. Neshannock 7:51, McMinn 7:57, Lake Rd. 8:00, Charles 8:04, Parkview 8:08, Milton 8:10, Nora 8:12, Winner 8:16

Bus # 98 –Hunter St. 7:37, 1954 Buckeye 7:39, Powers 7:41, 1402-329 Buckeye 7:44, Orangeville Rd. 7:50, Whiting 7:59, 6316 Seneca 8:02, 6472-6498 Lakeside Dr., 8:04, 5175-4221 Seneca 8:09, Oneida Lane 8:14, Union 8:19, South Mercer 8:22

Bus # 99 – 466 S.Walnut 7:28, 74 Covert 7:31, Twitmyer, 7:32, Trout Island 7:38, Baywoods 7:39, Maplewood 7:43, Springwood 7:44, Thomason 7:45, Cardinal 7:47, Hummingbird 7:51, Blue Jay 7:53, N.Hermitage/Stewart 7:57, Wynwood 8:00, Walnut/Thorn 8:08, Walnut/Union 8:10, Mercer/Line 8:12, Mertz Towers 8:13, Rite Aid 8:15, Mercer/Cedar 8:18, Mercer/High 8:20

Bus # 101 – Kane Rd. 7:35, Darien Rd. 7:42, 1409-2789 Rutledge 7:47, 6555-2000 Saranac 7:57, Peacock 8:07, Fox Creek 8:10, Cricket Lane 8:12, Shenango Gardens 8:18

Bus # 104 – 2832 Tamarack 7:50, 3206 Tamarack 7:52, 4300-5386 Tamarack 7:53, Ivanhoe 8:04, Ivanhoe and Crestview 8:07, Ivanhoe 8:08, Anchorage 8:12, Madeline and Shadow 8:18, 2832-2739 Tamarack 8:20, Cherry and High 8:22, West Shenango 8:23, S. Walnut 8:24.

CONTRACT FOR THE TRANSPORTATION OF SCHOOL PUPILS

All contracts for transportation of school pupils, including pupil transportation by taxicab, shall be executed in accordance with this form except when pupil transportation is to be provided on a fare basis by public conveyances.

THIS AGREEMENT ENTERED INTO THIS 16TH DAY OF SEPTEMBER 2019 BY AND BETWEEN THE BOARD OF SCHOOL DIRECTORS OF THE SHARPSVILLE SCHOOL DISTRICT OF MERCER COUNTY, INTERMEDIATE UNIT # IV, HEREINAFTER REFERRED TO AS THE BOARD, AND ERDOS TRANSPORT SERVICES OF WEST MIDDLESEX, PA HEREINAFTER REFERRED TO AS THE CONTRACTOR,

WITNESSETH:

1. For the consideration hereinafter mentioned, the CONTRACTOR agrees to provide transportation for school Pupils who shall be designated by the BOARD, to and from such points, along and over such routes, and at times set forth in schedule attached hereto and made a part hereof for the 2019 summer.
2. The BOARD shall pay the CONTRACTOR the sum of (please see attached) each day he transports said pupils. If there is a change in the sum, a new contract shall be executed.
3. Transportation upon the terms and conditions herein specified in items 1 to 22 inclusive shall begin June 1, 2019.
4. This contract shall terminate on August 30, 2019 unless terminated earlier for cause or by mutual consent of the parties herto.
5. Prior to the effective date of this contract, the BOARD shall have evidence that a public liability insurance policy of adequate coverage shall be in effect for the duration of the contract. The Sharpsville Area School District is to be named as an additional insured with respect to the activities of the named insured.
6. When the same vehicle is serving more than one school, the BOARD shall make every effort to reconcile the school calendars of the school served.
7. The CONTRACTOR agrees to furnish such reports as may be required by the BOARD or its designated representative.
8. The CONTRACTOR shall furnish vehicles which conform to the standards for school transportation vehicles approved by the Department of Traffic Safety of the Pennsylvania Department of Transportation, Public Utility Commission and Mass Transit Authorities as applicable. School buses and Type A vehicles shall meet the minimum standards of the Bureau of Traffic Safety and shall pass annual inspection by the Pennsylvania State Police during the month of August. Type B and C school vehicles shall conform to the minimum standards of the Bureau of Traffic Safety. All vehicles shall conform to the provisions of the laws of the Commonwealth, and shall be in good mechanical and sanitary condition.
9. The CONTRACTOR agrees to comply with and observe all provisions of the Pennsylvania Vehicle Code and all applicable laws.
10. Every school bus driver shall meet all the requirements of the Bureau of Traffic Safety of the Pennsylvania Department of Traffic Safety of the Pennsylvania Department of Transportation in regard to application, age, fitness, competence, conduct, licensing, physical examination and continuing eligibility, provided, that such operators shall have passed periodically administered physical examinations required by either the Public Utility Commission, the Interstate Commerce Commission or the Department of Transportation.
11. Bus routes and bus stops shall be determined by the BOARD and may be modified by the BOARD as occasion demands. The operator shall not deviate from the designated route except by written consent of the BOARD or, in the case of an emergency, which shall be reported promptly to the BOARD or the BOARD's designated representative.

12. An operating time schedule shall be prepared by the BOARD in cooperation with the CONTRACTOR. This schedule shall designate the time and place of all bus stops, both morning and evening, and shall be posted in the bus and at the school. The bus shall not depart from any designated stop before two minutes after the scheduled time unless all pupils to be transported from that point are aboard. The time schedule may be modified by the BOARD as occasion demands but only after due notice has been given to parents and operator.
13. Pupils shall be taken on and discharged from the bus only at the designated stops and at extreme right of the road. No pupils shall be permitted to get on or off the bus while it is in motion. No school bus operator shall start his bus or signal the driver of any vehicle, who has stopped in compliance with the provisions of Section 3208 of the School Laws of Pennsylvania, to proceed until after each child who may have alighted therefrom shall have reached a place of safety.
14. No person other than a school pupil shall be transported in a school vehicle except that a teacher or other school official may ride when designated by the BOARD. Nothing except passengers and their belongings shall be transported in the school vehicle while it is engaged in transporting pupils to and from school.
15. The vehicle shall come to a complete stop immediately before traversing railway or trolley grade crossings and shall make a complete stop at all highway intersections protected by a "stop" sign.
16. A school bus, including Type A vehicles, shall not be loaded beyond the seating capacity as set forth in minimum standards and as indicated on the "Approved School Bus Sticker." All other public conveyances when transporting school children under contract shall provide adequate seating for each student with no standees permitted.
17. The speed of a vehicle shall at all times be consistent with the safety of the passengers and shall at no time exceed the speed limit as set forth in the minimum standards of the Bureau of Traffic Safety, PennDot, as promulgated from the Vehicle Code.
18. It is understood and agreed to by both parties hereto that the CONTRACTOR, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an INDEPENDENT CONTRACTOR and is not an officer, agent of employee of the aforesaid school district.
19. This contract shall not be transferred. Another school bus which has been lawfully certified for current sure in Pennsylvania and/or another properly certified driver may be substituted in emergencies upon consent of the BOARD or the designated representative, but only for the duration of the emergency.
20. Any violation of the terms of this contract may, at the option of the BOARD, operate as a cause for termination in accordance with item 4.
21. The BOARD shall adjust all matters arising out of this contract not specifically provided for therein.
22. Attach all additional conditions between the BOARD and CONTRACTOR that have not been listed.

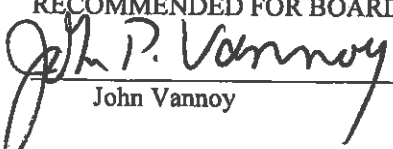
IN WITNESS WHEREOF, the parties above named have hereto set their hands and seals the day and year aforesaid.

BY ANDREW ERDOS
ERDOS TRANSPORT SERVICES
66 JACKSON RD, WEST MIDDLESEX, PA 16159

FOR THE BOARD OF SCHOOL DIRECTORS
SHARPSVILLE AREA SCHOOL DISTRICT
1 BLUE DEVIL WAY, SHARPSVILLE, PA 16150

Andrew Erdos

Dr. Deanna Thomas, President

RECOMMENDED FOR BOARD APPROVAL

John Vannoy, Superintendent


Jaime Roberts, Secretary

ERDOS TRANSPORT SERVICES

SUMMER 2019 RATES

| <u>SCHOOL</u> | <u>COST PER RUN</u> | <u>COST PER DAY</u> |
|---|---------------------|---------------------|
| Midwestern IU IV Early Intervention 100 Hittle Dr Sharpsville, PA (1 Student) | \$13.00 | \$26.00 |
| Sharpsville Area School District Elementary School (1 Student—Extended School Year) | \$21.00 | \$42.00 |

SHARPSVILLE AREA SCHOOL DISTRICT
RESOLUTION 3 of 2019
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.

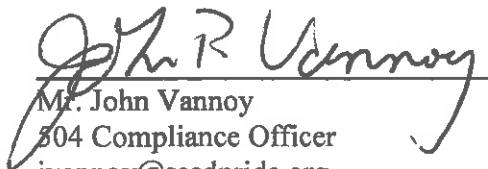
No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

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 September 16, 2019.

Sharpsville Area School District
1 Blue Devil Way
Sharpsville, PA 16150



Heidi Marshall
Title IX Coordinator
hmarshall@sasdpride.org
724-962-8300 ext. 2850



Mr. John Vannoy
504 Compliance Officer
jvannoy@sasdpride.org
724-962-8300 ext. 4104

Attest:

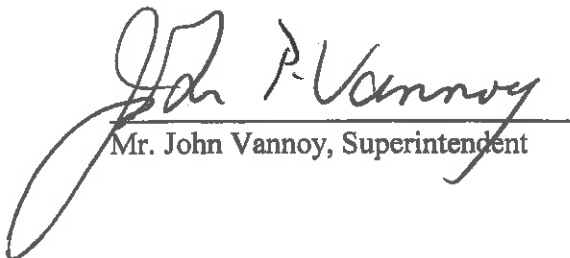


Jaime L. Roberts
Board Secretary

By:



Darlene Cheney, Notary Public
Commission Expires August 15, 2023



Mr. John Vannoy, Superintendent



| | |
|---------|----------------------------|
| Book | Policy Manual |
| Section | 000 Local Board Procedures |
| Title | Membership |
| Code | 004 Vol III 2019 |
| Status | First Reading |

| | |
|-------|------------------------------|
| Legal | 1. 24 P.S. 303 |
| | 2. 24 P.S. 1081 |
| | 3. 24 P.S. 322 |
| | 4. 24 P.S. 323 |
| | 5. 24 P.S. 324 |
| | 6. 65 Pa. C.S.A. 1101 et seq |
| | 7. 24 P.S. 321 |
| | 8. 51 PA Code 15.2 |
| | 9. 51 PA Code 15.3 |
| | 10. 65 Pa. C.S.A. 1102 |
| | 11. 65 Pa. C.S.A. 1104 |
| | 12. 65 Pa. C.S.A. 1105 |
| | 13. 24 P.S. 301 et seq |
| | 14. 24 P.S. 315 |
| | 15. 24 P.S. 316 |
| | 16. 24 P.S. 317 |
| | 17. 24 P.S. 318 |
| | 18. 24 P.S. 319 |
| | 19. 65 Pa. C.S.A. 701 et seq |
| | 20. 24 P.S. 407 |
| | 21. 65 P.S. 91 |
| | 22. Pol. 006 |
| | 23. Pol. 011 |
| | 24. Pol. 901 |
| | 25. 24 P.S. 516 |
| | 26. 24 P.S. 328 |
| | 27. 24 P.S. 516.1 |
| | 24 P.S. 519 |
| | Pol. 331 |

Number

The Board shall consist of nine (9) members.[1]

The Superintendent shall have a seat on the Board and the right to speak on all matters, but not the right to vote.[2]

Qualifications

Each school director shall meet the following qualifications:

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

individual be a member of the municipal council.[3]

2. Shall not have been removed from any office of trust under federal, state or local laws for any malfeasance in such office.[4]
3. Shall not be engaged in a business transaction with the school district, be employed by the school district, or receive pay for services from the school district, except as provided by law. [5][6]
4. Shall take and subscribe to the oath or affirmation prescribed by statute before entering the duties of the office.[7]
5. Shall file a statement of financial interests with the Board Secretary or designee at the following times:[8][9][10][11][12]
 - a. Before taking the oath of office or entering upon duties.
 - b. Annually by May 1 while serving on the Board.
 - c. By May 1 of the year after leaving the Board.

Election

Election of members of the Board shall be in accordance with law.[13]

Vacancies

A vacancy shall occur by reason of death, resignation, removal from a district or region, or otherwise. Such vacancy shall be filled in accordance with the School Code and Sunshine Act and by appointment by a majority vote of the remaining members of the Board within thirty (30) days of the occurrence of the vacancy.[14][15][16][17][18][19]

If a vacancy occurs during the last two (2) years of the former school director's term, the individual appointed to fill that vacancy shall serve for the remainder of the term. If a vacancy occurs during the first two (2) years of the term, the new appointee shall serve only until the first Monday in December following the first municipal election that is scheduled for more than sixty (60) days after the vacancy occurred.[14]

When a majority of the memberships are vacant, such vacancies shall be filled by the Court of Common Pleas of Mercer County.[15][16]

Temporary Vacancy – Active Military Service –

A temporary vacancy shall be declared when a school director is ordered to active duty in the military forces of the United States for a period of more than thirty (30) days. The temporary vacancy shall be filled in accordance with the School Code and Sunshine Act and by appointment by a majority vote of the remaining members of the Board within thirty (30) days of the occurrence of the temporary vacancy. The school director so appointed shall serve either until the school director returns from active duty or until expiration of the term for which s/he was elected, whichever occurs first.[14][19][20]

Term

In election years, the term of office for all newly elected and re-elected school directors shall begin on the first Monday in December. The term of office of each school director shall be four (4) years, **expiring on the first Monday of December of the fourth year of service.**[1][14]

The term of office for an individual appointed or elected to fill a Board vacancy shall be determined by the number of years remaining on the term the school director was appointed or elected to fill, as stated above under Vacancies.^[14]

Removal

Whenever a school director is no longer a resident of the Sharpstown Area School District or the region s/he represents, eligibility to serve on the Board shall cease.^[14]^[21]

If a school director shall neglect or refuse to attend two (2) successive regular meetings of the Board, unless detained by sickness or prevented by necessary absence from the district, or if in attendance at any meeting s/he shall neglect or refuse to act in **an** official capacity as a school director, the remaining members of the Board may declare such office vacant on the affirmative vote of a majority of the remaining members of the Board.^[18]^[22]

If a person elected or appointed as a school director, having been notified, shall refuse or neglect to qualify as such director, the remaining members may, within ten (10) days following the beginning of **the school director's** term of office, declare said office vacant on the affirmative vote of a majority of the remaining members of the Board.^[18]^[22]

Orientation

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

Accordingly, each new school director **shall**, no later than **the** first regular meeting, **be provided access** to the following items **during the school director's term on the Board**:

1. {X } **The** Board Policy Manual.
2. { } **The** district Administrative Regulations Manual.
3. {X} The current budget statement, audit report and related fiscal materials.
4. {X} **District** information on comprehensive planning, curriculum, assessments, facilities planning and district programs.
5. { } **The** Board's adopted Principles for Governance and Leadership.^[23]

Each new school director shall be invited to meet with the Board President, Superintendent, and Board Secretary to discuss Board functions, procedures and policy.

Inservice Educational Opportunities and Required Training Programs

The Board places a high priority on the importance of a planned and continuing program of education and training for its members. The purpose of the planned program shall be to enhance the quality and effectiveness of the Board's governance and leadership **by providing both inservice educational opportunities and required school director training by an approved provider**.

{ } The school community shall be kept informed about the Board's continuing inservice education and training and the anticipated short and long-term benefits to the district and its schools.^[24]

Inservice Education -

The Board, in conjunction with the Superintendent, shall plan specific inservice education programs and activities designed to assist **school directors** to improve their skills as policy-making leaders;

expand their knowledge about issues, programs, and initiatives affecting the district's educational programs and student achievement; and deepen their insights into the nature of leadership, governance and community engagement.

The Board shall annually budget funds to support its planned program of inservice education and training.

The Board establishes the following activities as the basis for its planned program of inservice education and training:

1. Participation in School Board conferences, workshops and conventions.**[25]**
 - a. { } The Board shall identify annually the issues, objectives, and cost benefits that can be ascribed to participation by **school directors** in conferences, workshops and conventions.
 - b. {X} The Superintendent shall inform **school directors**, in a timely manner, of upcoming conferences, workshops and conventions.
 - c. { } The Board shall periodically decide which meetings appear to offer the most direct and indirect benefits to the district.
 - d. {X} When a conference, workshop or convention is not attended by the full Board, those who do participate shall share information, recommendations and materials acquired at the meeting that will be beneficial to the district.
2. District-sponsored inservice education and training programs designed to meet Board needs.
3. Subscriptions to publications **addressing school directors'** concerns.
4. Maintenance of **current** resources and reference materials accessible to **school directors**.

Required Training Program: Newly Elected or Appointed School Directors -[26]

Each newly elected or appointed school director shall complete a training program consisting of at least five (5) hours of instruction, including, at a minimum, information regarding:

1. **Instruction and academic programs, to include, but not be limited to, a minimum of one (1) hour of instruction on best practices related to trauma-informed approaches.**
2. **Personnel.**
3. **Fiscal management.**
4. **Operations.**
5. **Governance.**
6. **Ethics and open meetings, to include accountability requirements.**

Required Training Program: Re-elected or Re-appointed School Directors -[26]

Each re-elected or re-appointed school director shall, within one (1) year after such re-election or re-appointment, complete an advanced training program consisting of at least three (3) hours of instruction, including:

1. **Information on relevant changes to federal and state public school law and regulations.**

2. **Fiscal management.**

3. **Trauma-informed approaches.**

4. **Other information deemed appropriate by the PA Department of Education to enable school directors to serve effectively.**

Expenses [Z]

{ } Funds for **school director education and training** shall be budgeted on an annual basis.

{ } Each school director shall receive Board approval prior to attending a conference, workshop or convention at Board expense.

When attendance has been authorized by the Board, school directors, a nonmember Board Secretary, and solicitor(s) shall be reimbursed for **actual and** necessary expenses incurred as delegates to any state convention or association of school directors' convention held within the state, or for **attendance at** any other meeting held within the state or at an educational convention out-of-state. All such expenses shall be itemized and made available for public inspection at the next succeeding Board meeting. Expenses shall be reimbursed by the Treasurer in the usual manner, upon presentation of an itemized, verified statement.[27]

Advance payments may be made upon presentation of estimated expenses to be incurred, to be followed by a final itemized, verified statement of such expenses actually incurred, and a refund shall be made to the district of such funds remaining, or an additional payment shall be made by the district to meet the verified expenses actually incurred.[27]

No school director shall be reimbursed for more than two (2) out-of-state meetings in one (1) school year.

{X} Reimbursement shall be limited to actual expenses incurred, and shall not include or be construed to include compensation to individual **school directors**.[Z]

Student Representation

The Board authorizes student representation on the Board in order to facilitate effective communication and to provide an opportunity for students to participate in school governance.

NOTES:

PSBA/NSBA - SC 516

School directors may receive mileage expenses for travel to and from regular Board meetings (and IU members) – SC 516.1

Election By Regions – change language in section 6 to say "is no longer a resident of the region s/he was elected to represent"

Removal - Delete this language, "The removal of a Board member who resigns shall become effective upon the presentation of the resignation to the Board President and upon the date specified."
Timeframe is not consistent with the law.

If district has existing language on **school director** conflict of interest that reads "if vote was determinate and the personal interest was pecuniary, then the action by the Board shall be considered void"—discuss with Legal about keeping in policy or moving to BOGs, see Reckner v. School District of German Township, 341 Pa. 375, 19 A.2d 402 (1942)



| | |
|---------|---|
| Book | Policy Manual |
| Section | 000 Local Board Procedures |
| Title | Meetings |
| Code | 006 Vol IV 2018 |
| Status | First Reading |
| Legal | <ol style="list-style-type: none">1. 24 P.S. 4072. 65 Pa. C.S.A. 701 et seq3. 24 P.S. 4224. 24 P.S. 4055. 24 P.S. 4266. 24 P.S. 4277. 24 P.S. 4288. 65 Pa. C.S.A. 7039. 65 Pa. C.S.A. 70910. 24 P.S. 42311. 24 P.S. 42112. 24 P.S. 42513. Pol. 90314. 24 P.S. 32415. 24 P.S. 50816. 24 P.S. 60917. 24 P.S. 68718. 24 P.S. 70719. 24 P.S. 67120. 24 P.S. 63421. 24 P.S. 112922. 24 P.S. 64023. 24 P.S. 80324. Pol. 10825. 24 P.S. 107126. 24 P.S. 107627. Pol. 60428. Pol. 00529. Pol. 606 |

30. Pol. 605
31. Pol. 107
32. 24 P.S. 621
33. Pol. 608
34. Pol. 610
35. 24 P.S. 1080
36. 24 P.S. 514
37. 24 P.S. 702
38. 24 P.S. 708
39. 24 P.S. 315
40. Pol. 004
41. Pol. 003
42. 24 P.S. 224
43. 24 P.S. 212
44. 65 Pa. C.S.A. 1102
45. 65 Pa. C.S.A. 1103
46. Pol. 827
47. 24 P.S. 1111
48. 24 P.S. 518
49. 65 Pa. C.S.A. 706
50. 65 Pa. C.S.A. 705
51. 24 P.S. 433
52. Pol. 800
53. Pol. 801
54. Pol. 006
55. 65 Pa. C.S.A. 707
56. 65 Pa. C.S.A. 708
24 P.S. 408
24 P.S. 1075
24 P.S. 1077
65 Pa. C.S.A. 1101 et seq
Pol. 612

Parliamentary Authority

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

Quorum

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

Presiding Officer

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

Notice

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

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

{X} calendar year

{ } fiscal year

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

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

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

Regular Meetings

Regular Board meetings shall be public and shall be held at specified places at least once every two (2) months.[2][11]

1. Agenda

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

{ } Board Secretary,

{X} Board President,

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

The agenda, together with all relevant reports, shall be provided to each **school director** at least two (2) days before the meeting.

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

{ } Any additions or changes to the prepared agenda may be requested by a **school director** or the Superintendent and must be approved by a majority vote of the **school directors** present.

2. Order of Business

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

3.

Call to order.

2.

Acknowledgements.

Announcement of executive session.

Adoption of agenda.

Approval of minutes.

Opportunity for Citizen Presentation on Agenda Items

Student Report

Secretary's report

1. Treasurer's report.

2.

Unfinished Business

Finance report.

Policy report.

Curriculum/Technology report.

Personnel report.

Buildings and Grounds report.

Negotiations report.

Public relations report.

Cafeteria report.

Athletic report.

Mercer County Career Center report.

Midwestern I.U. IV report.

Superintendent's report

3.

Solicitor's Report

Announcements

Opportunity for citizen presentation

4.

5.

For the Good of the Order

Adjournment.

Special Meetings

Special meetings may be called for special or general purposes and shall be public except when conducted as an executive session for purposes authorized by **law**.^{[2][5][10][12]}

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

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

Public Participation

At each public Board meeting, prior to official action by the Board, an opportunity shall be provided for public comment in accordance with law and Board procedures and policy.^{[2][13]}

Voting

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

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

Special Voting Requirements –

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

1. **Actions requiring the unanimous affirmative vote of all members of the Board remaining in office:**

- a. **Appoint as Board Secretary a former school director who has resigned, before the expiration of the term for which the director was elected.*^{[14][15]}**
- b. **Appoint as solicitor a former school director who has resigned, before the expiration of the term for which the director was elected.*^{[14][15]}**

2. **Actions requiring the affirmative votes of two-thirds of the full membership of the Board:**

- a. **Transferring, during the first three (3) months of the fiscal year, budgeted funds set apart or appropriated to a particular item of expenditure.*^{[15][16][17]}**
- b. **Adding or increasing appropriations to meet an emergency or catastrophe.*^{[15][17]}**

- c. **Hiring as a teacher a former school director who has resigned, before the expiration of the term for which the director was elected.*[14][15]**
 - d. **Conveying land or buildings to certain charities or other public agencies without following prescribed valuation procedures or with more favorable financing.*[15][18]**
 - e. **{ } Fixing the fiscal year to begin on the first day of January. (*2nd class school districts only*) [19]**
 - f. **Incurring temporary debt (non-emergency).*[17][20]**
 - g. **Dismissing a tenured professional employee after a hearing.*[15][21]**
 - h. **Borrowing in anticipation of current revenue.*[15][22]**
- 3. Actions requiring the affirmative votes of two-thirds of those voting in the presence of a quorum:**
- a. **Incurring temporary debt to meet an emergency or catastrophe.*[15][17]**
 - b. **Adopting or changing textbooks without the recommendation of the Superintendent.*[15][23]**
- 4. Actions requiring the affirmative votes of a majority of the full membership of the Board:**
- a. **Fixing the length of the school term.*[15]**
 - b. **Adopting textbooks recommended by the Superintendent.*[15][24]**
 - c. **Appointing the district Superintendent and Assistant Superintendent(s).*[15][25][26]**
 - d. **Appointing teachers and principals.*[15]**
 - e. **Adopting the annual budget.*[15][27]**
 - f. **Appointing tax collectors and other appointees.*[15][28][29]**
 - g. **Levying and assessing taxes.*[15][30]**
 - h. **Purchasing, selling, or condemning land.*[15]**
 - i. **Locating new buildings or changing the location of old ones.*[15]**
 - j. **Creating or increasing any indebtedness.*[15]**
 - k. **Adopting planned instruction.[15][31]**
 - l. **Establishing additional schools or departments.*[15]**
 - m. **Designating depositories for school funds.*[15][32][33]**
 - n. **Authorizing the transfer of any unencumbered balance, or portion thereof, from one appropriation to another, or from one spending agency to another during the last nine (9) months of the fiscal year.*[15][17]**

- o. Entering into contracts of any kind, including contracts for the purchase of fuel or any supplies where the amount involved exceeds \$100 (including items subject to bid requirements).*[15][34]
- p. Fixing salaries or compensation of officers, teachers, or other appointees of the Board.*[15]
- q. Entering into contracts with and making appropriations to the intermediate unit for the district's proportionate share of the cost of services provided or to be provided by the intermediate unit.*[15]
- r. Dismissing, after a hearing, a Superintendent, Assistant Superintendent or non-tenured teacher.*[15][35][36]
- s. Determining the location and amount of any real estate required by the school district for school purposes.*[15][37]
- t. Vacating and abandoning property to which the Board has title.*[15][38]
- u. Appointing a school director to fill a vacancy on the Board.*[15][39]
- v. Calling a special meeting when the President has failed to do so after written request of three (3) members of the Board.[5]
- w. Declaring that a vacancy exists on the Board by reason of the failure or neglect of a school director to qualify.[40]
- x. Adopting, amending or repealing Board procedures and policy.[41]
- y. Combining or reorganizing into a larger school district.[42]
- z. Adopting a corporate seal for the district.[43]

Abstention from Voting

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

1. Conflict of interest under the Ethics Act.[44][45][46]

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

Conflict of interest - use by a public official of the authority of his/her office or any confidential information received through his/her holding public office for the private pecuniary benefit of him/herself, a member of his/her immediate family or a business with which s/he or a member of his/her immediate family is associated. The term does not include an action having a de minimis economic impact or which affects to the same degree a class consisting of the general public or a subclass consisting of an industry, occupation or other group which includes the public official, a member of his/her immediate family or a business with which s/he or a member of his/her immediate family is associated.[44]

De minimis economic impact – an economic consequence which has an insignificant effect.[44]

Immediate family – parent, spouse, child, brother or sister.[44]

Business with which associated – any business in which the person or a member of the person's immediate family is a director, officer, owner, employee or has a financial interest.[44]

2. **Relative recommended for appointment to or dismissal from a teaching position.**[21]
[47]

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

The Board is encouraged to seek the guidance of the district solicitor or the State Ethics Commission for questions related to conflict of interest.[45][46]

Minutes

The Board shall cause to be made, and shall retain as a permanent record of the district, minutes of all public Board meetings. Said minutes shall be comprehensible and complete and shall show:[48]
[49]

1. Date, place, and time of the meeting.
2. Names of **school directors** present.
3. Presiding officer.
4. Substance of all official actions.
5. Actions taken.
6. Recorded votes and a record by individual members of all roll call votes taken.[50]
7. Names of all residents who appeared officially and the subject of their testimony.

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

The minutes of Board meetings shall be approved at the next succeeding meeting and signed by the Board Secretary.[51]

Notations and any tape or audiovisual recordings shall not be the official record of a public Board meeting but may be available for public access, upon request, in accordance with Board policy. Any notations and/or audiovisual recordings of a Board meeting shall be retained and disposed of in accordance with the district's records retention schedule.[1][52][53]

Recess/Reconvene

The Board may at any time recess or reconvene to a reconvened meeting at a specified date and place, upon the majority vote of those present. The reconvened meeting shall immediately take up its business at the point in the agenda where the motion to recess was acted upon. Notice of the reconvened meeting shall be given as provided in Board policy.[8][9][54]

Executive Session

The Board may hold an executive session, which is not an open meeting, before; during; at the conclusion of a public meeting; or at some other time. The presiding officer shall announce the reason for holding the executive session; the announcement can be made at the public meeting prior to or after the executive session.[12][55][56]

The Board may discuss the following matters in executive session:

1. Employment issues.
2. Labor relations.
3. Purchase or lease of real estate.
4. Consultation with an attorney or other professional advisor regarding potential litigation or identifiable complaints that may lead to litigation.
5. Matters that must be conducted in private to protect a lawful privilege or confidentiality.
6. **School safety and security, of a nature that if conducted in public, would:[12]**

a. **Be reasonably likely to impair the effectiveness of school safety measures.**

b. **Create a reasonable likelihood of jeopardizing the safety or security of an individual or a school, including a building, public utility, resource, infrastructure, facility or information storage system.**

Official actions based on discussions held in executive session shall be taken at a public meeting.

Work Sessions

{X} The Board may meet as a Committee of the Whole in a public meeting ~~to vote on or~~ to discuss issues. Public notice of such meetings shall be made in accordance with Board procedures.[2][54]

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

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

Committee Meetings

Standing committee meetings may be called at any time by the committee chairperson, with proper public notice, or when requested to do so by one (1) members of the committee.[8][9][54]

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

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

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

NOTES:

Robert's Rules of Order, Newly Revised, including group rules.

Election of former school director to position of solicitor by unanimous vote of all remaining school directors – language should read: served as school director for two (2) consecutive terms of four (4) years and not six (6) years—School Code 324 states six (6) years, but this is not accurate.

Section 8 (b) # 14 – School Code section 687 only requires a majority vote of the Board to transfer unencumbered balances during the last nine (9) months of the fiscal year. See Shoemaker v. Greencastle-Antrim 403 A.2d 1018 (Pa Commw).

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

PSBA Revision 8/18 © 2018 PSBA



| | |
|---------|---|
| Book | Policy Manual |
| Section | 100 Programs |
| Title | Nondiscrimination/Discriminatory Harassment - School and Classroom Practices |
| Code | 103 Vol V 2018 |
| Status | First Reading |
| Legal | <ol style="list-style-type: none"> 1. 20 U.S.C. 1681 et seq 2. 22 PA Code 12.1 3. 22 PA Code 12.4 4. 22 PA Code 15.1 et seq 5. 22 PA Code 4.4 6. 24 P.S. 1301 7. 24 P.S. 1310 8. 24 P.S. 1601-C et seq 9. 24 P.S. 5004 10. 29 U.S.C. 794 11. 42 U.S.C. 12101 et seq 12. 42 U.S.C. 1981 et seq 13. 42 U.S.C. 2000d et seq 14. 43 P.S. 951 et seq 15. Pol. 103.1 16. Pol. 218 17. Pol. 247 18. Pol. 249 19. U.S. Const. Amend. XIV, Equal Protection Clause 20. 29 CFR 1604.11 21. 29 CFR 1606.8 22. Davis v. Monroe County Board of Education, 526 U.S. 629 (1999) 23. Franklin v. Gwinnett County Public Schools, 503 U.S. 60 (1992) 24. Office for Civil Rights - Guidance on Schools' Obligations to Protect Students from Student-on-Student Harassment on the Basis of Sex; Race, Color and National Origin; and Disability (Oct. 26, 2010) 25. Office for Civil Rights - Resources for Addressing Racial Harassment 26. Office for Civil Rights - Revised Harassment Guidance: Harassment of Students by School Employees, Other Students or Third Parties Title IX (January 2001) 27. Pol. 806 |

28. 18 Pa. C.S.A. 2709

29. Pol. 815

30. Pol. 216

31. 20 U.S.C. 1232g

32. 34 CFR Part 99

28 CFR Part 35

28 CFR Part 41

34 CFR Part 100

34 CFR Part 104

34 CFR Part 106

34 CFR Part 110

Pol. 113

Pol. 122

Pol. 123

Pol. 138

Pol. 701

Authority

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

The district strives to maintain a safe, positive learning environment for all students that is free from discrimination. Discrimination is inconsistent with the educational and programmatic goals of the district and is prohibited on school grounds, at school-sponsored activities and on any conveyance providing transportation to or from a school entity or school-sponsored activity.

The district shall provide to all students, without discrimination, course offerings, counseling, assistance, services, employment, athletics and extracurricular activities. The district shall make reasonable accommodations for identified physical and mental impairments that constitute handicaps and disabilities, consistent with the requirements of federal and state laws and regulations.

The Board encourages students and third parties who believe they or others have been subject to discrimination to promptly report such incidents to designated employees, even if some elements of the related incident took place or originated away from school grounds, school activities or school conveyances.

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

Confidentiality

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

Retaliation

The Board prohibits retaliation against any person for making a report of discrimination or participating in a related investigation or hearing, or for opposing practices the person reasonably believes to be discriminatory. A complaint of retaliation shall be handled in the same manner as a complaint of discrimination.

Definitions

Discriminatory Harassment

Harassment by students, employees or third parties on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy, handicap/disability or for participation in reports or investigations of alleged discrimination is a form of discrimination and is subject to this policy. A person who is not necessarily an intended victim or target of such harassment but is adversely affected by the offensive conduct may file a report of discrimination on his/her own behalf.[20][21][22][23][25][25][26]

For purposes of this policy, **harassment** shall consist of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's school or school-related performance and which relates to an individual's or group's race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability when such conduct is:

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

Sexual Harassment

Sexual harassment is a form of discrimination on the basis of sex and is subject to this policy. For purposes of this policy, **sexual harassment** shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, nonverbal, written, graphic or physical conduct of a sexual nature when:

1. Submission to such conduct is made explicitly or implicitly a term or condition of a student's status in any educational or other programs offered by a school; or
2. Submission to or rejection of such conduct is used as the basis for educational or other program decisions affecting a student; or
3. Such conduct deprives a student or group of individuals of educational aid, benefits, services or treatment; or
4. Such conduct is sufficiently severe, persistent or pervasive that a reasonable person in the complainant's position would find that it unreasonably interferes with the complainant's performance in school or school-related programs, or otherwise creates an intimidating, hostile, or offensive school or school-related environment such that it unreasonably interferes with the complainant's access to or participation in school or school-related programs.

Federal law declares sexual violence a form of sexual harassment. **Sexual violence** means physical or sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol. An individual may also be unable to give consent due to

an intellectual or other disability. Sexual violence includes but is not limited to rape, sexual assault, sexual battery and sexual coercion.

Delegation of Responsibility

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

{ } Human Resources Director

{X} Superintendent

as the district's Compliance Officer. All nondiscrimination notices or information shall include the position, office address, telephone number and email address of the Compliance Officer.

The Compliance Officer shall publish and disseminate this policy and complaint procedure at least annually to students, parents/guardians, employees and the public to notify them of where and how to initiate complaints under this policy.

The Compliance Officer is responsible to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures and to monitor the implementation of the district's nondiscrimination procedures in the following areas:

1. Curriculum and Materials - Review of curriculum guides, textbooks and supplemental materials for discriminatory bias.
2. Training - Provision of training for students and staff to prevent, identify and alleviate problems of discrimination.
3. Resources - Maintain and provide information to staff on resources available to alleged victims in addition to the school complaint procedure, such as making reports to the police, available assistance from domestic violence or rape crisis programs and community health resources including counseling resources.
4. Student Access - Review of programs, activities and practices to ensure that all students have equal access and are not segregated except when permissible by law or regulation.
5. District Support - Assurance that like aspects of the school program receive like support as to staffing and compensation, facilities, equipment, and related areas.
6. Student Evaluation - Review of tests, procedures, and guidance and counseling materials for stereotyping and discrimination.
7. Complaints - Monitor and provide technical assistance to building principals or designee in processing complaints.

The building principal or designee shall be responsible to promptly complete the following duties upon receipt of a report of discrimination or retaliation from a student, employee or third party:

1. If the building principal is the subject of the complaint, refer the complainant to the Compliance Officer to carry out these responsibilities.
2. Inform the complainant about this policy including the right to an investigation of both oral and written complaints of discrimination.
3. **Seek to obtain** consent from parents/guardians to initiate an investigation where the complainant or alleged victim is under age eighteen (18). Inform parents/guardians **of the complainant that the complainant** may be accompanied by a parent/guardian during all steps of the complaint procedure. **When a parent/guardian requests confidentiality and**

will not consent to the alleged victim's participation in an investigation, explain that the school shall take all reasonable steps to investigate and respond to the complaint consistent with that request for confidentiality as long as doing so does not preclude the school from responding effectively to the discrimination and preventing discrimination of other students.

4. Provide relevant information on resources available in addition to the school complaint procedure, such as making reports to the police, available assistance from domestic violence or rape crisis programs and community health resources including counseling resources.
5. Immediately notify the Compliance Officer of the complaint. The Compliance Officer shall assess whether the investigation should be conducted by the building principal, another district employee, the Compliance Officer or an attorney and shall promptly assign the investigation to that individual. **When a parent/guardian has requested confidentiality and will not consent to the alleged victim's participation in an investigation, the Compliance Officer shall provide the parent/guardian with a letter containing information related to the district's legal obligations to conduct an investigation and address violations of this policy, and any other information appropriate to the specific complaint.**
6. After consideration of the allegations and in consultation with the Compliance Officer and other appropriate individuals, promptly implement interim measures as appropriate to protect the complainant and others as necessary from violation of this policy during the course of the investigation.

Guidelines

Complaint Procedure – Student/Third Party

Step 1 – Reporting

A student or third party who believes s/he has been subject to conduct by any student, employee or third party that constitutes a violation of this policy is encouraged to immediately report the incident to the building principal. Any person with knowledge of conduct that may violate this policy is encouraged to immediately report the matter to the building principal.

A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the building principal, as well as properly making any mandatory police or child protective services reports required by law.
[27]

If the building principal is the subject of a complaint, the student, third party or employee shall report the incident directly to the Compliance Officer.

The complainant or reporting employee may be encouraged to use the district's report form, available from the building principal or Compliance Officer, or to put the complaint in writing; however, oral complaints shall be accepted, documented and the procedures of this policy implemented. The person accepting the verbal or written complaint may provide factual information on the complaint and the investigative process, the impact of choosing to seek confidentiality and the right to file criminal charges. In all other respects, the person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the complainant or those accused of a violation of this policy.

Step 2 – Investigation

The Compliance Officer shall ensure that the individual assigned to investigate the complaint has an appropriate understanding of the relevant laws pertaining to discrimination issues and this policy and how to conduct investigations.

The investigator shall work with the Compliance Officer to assess the anticipated scope of the investigation, who needs to be interviewed and what records may be relevant to the investigation.

The investigator shall conduct an adequate, reliable and impartial investigation. The complainant and the accused **may suggest additional** witnesses and **provide** other evidence during the course of the investigation. When the initial complaint involves allegations relating to conduct which took place away from school property, school-sponsored activities or school conveyances, the investigation may include inquiries related to these allegations to determine whether they resulted in continuing effects such as harassment in school settings.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the allegations. The investigator may also evaluate any other information and materials relevant to the investigation. The person making the report, parties, parents/guardians and witnesses shall be informed of the prohibition against retaliation for anyone's participation in the process and that conduct believed to be retaliatory should be reported. All individuals providing statements or other information or participating in the investigation shall be instructed to keep the matter confidential and to report any concerns about confidentiality to the investigator.

If the investigation reveals that the conduct being investigated may involve a violation of criminal law, the investigator shall promptly notify the Compliance Officer, who shall promptly inform law enforcement authorities about the allegations.[27][28][29]

The obligation to conduct this investigation shall not be negated by the fact that a criminal or child protective services investigation of the allegations is pending or has been concluded. The investigator should coordinate with any other ongoing investigations of the allegations, including agreeing to requests for a short delay in fulfilling the district's investigative responsibilities during the fact-finding portion of a criminal or child protective services investigation. Such delays shall not extend beyond the time necessary to prevent interference with or disruption of the criminal or child protective services investigation.

Step 3 – Investigative Report

The investigator shall prepare and submit a written report to the Compliance Officer within twenty (20) days of the initial report of alleged discrimination, unless the nature of the allegations, anticipated extent of the investigation or the availability of witnesses requires the investigator and the Compliance Officer to establish a different due date. The parties shall be notified of the anticipated date the investigative report will be completed and of any changes to the anticipated due date during the course of the investigation.

The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual, the information and evaluation that formed the basis for this determination, whether the conduct violated this policy and of any other violations of law or Board policy which may warrant further district action, and a recommended disposition of the complaint. An investigation into discriminatory harassment or sexual harassment shall consider the record as a whole and the totality of circumstances in determining whether a violation of this policy has occurred, recognizing that persistent and pervasive conduct, when taken together, may be a violation even when the separate incidents are not severe.

The complainant and the accused shall be informed of the outcome of the investigation, **for example, whether the investigator believes the allegations to be founded or unfounded**, within a reasonable time of the submission of the written report **to the extent authorized by the Family Educational Rights and Privacy Act (FERPA) and other applicable laws**. The accused shall not be notified of the individual remedies offered or provided to the complainant.[30][31][32]

Step 4 – District Action

If the investigation results in a finding that some or all of the allegations of the complaint are established and constitute a violation of this policy, the district shall take prompt, corrective action

designed to ensure that such conduct ceases and that no retaliation occurs. The district shall promptly take appropriate steps to prevent the recurrence of the prohibited conduct and to address the discriminatory effect the prohibited conduct had on the complainant and the school or school program environment. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant. The Compliance Officer shall follow up by assessing the effectiveness of the corrective action at reasonable intervals.

If an investigation results in a finding that a different policy was violated separately from or in addition to violations of this policy, or that there are circumstances warranting further action, such matters shall be addressed at the conclusion of this investigation or through disciplinary or other appropriate referrals where further evaluation or investigation is necessary.

Disciplinary actions shall be consistent with the Code of Student Conduct, Board policies and administrative regulations, district procedures, applicable collective bargaining agreements, and state and federal laws.

Appeal Procedure

1. If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with recommended corrective action, s/he may submit a written appeal to the Compliance Officer within fifteen (15) days. If the Compliance Officer investigated the complaint, such appeal shall be made to the Superintendent.
2. The individual receiving the appeal shall review the investigation and the investigative report and may also conduct or designate another person to conduct a reasonable supplemental investigation to assess the sufficiency and propriety of the prior investigation.
3. The person handling the appeal shall prepare a written response to the appeal within twenty (20) days. Copies of the response shall be provided to the complainant, the accused and the investigator who conducted the initial investigation.

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30. Pol. 216
31. 20 U.S.C. 1232g
32. 34 CFR Part 99
33. Pol. 218
34. Pol. 233
35. 22 PA Code 10.2
36. 24 P.S. 1303-A
37. 35 P.S. 780-102
38. 22 PA Code 10.21
39. 22 PA Code 10.22
40. 22 PA Code 10.23
41. 22 PA Code 10.25
42. 24 P.S. 1302.1-A
43. Pol. 113.2
44. Pol. 218.1
45. Pol. 218.2
46. Pol. 222
47. Pol. 227
48. Pol. 805.1
49. 22 PA Code 15.1
50. 34 CFR 104.36
51. 22 PA Code 14.162
52. Pol. 806
53. 18 Pa. C.S.A. 2709
54. Pol. 815

Authority

The Board declares it to be the policy of this district to ensure that all district programs and practices are free from discrimination against all qualified students with disabilities. The Board recognizes its responsibility to provide academic and nonacademic services and programs equally to students with and without disabilities.[1][2][3][4][5][6][7][8][9][10]

The district shall provide to each qualified student with a disability enrolled in the district, without cost to the student or parent/guardian, a free and appropriate public education (FAPE). This includes provision of education and related aids, services, or accommodations which are needed to afford each qualified student with a disability equal opportunity to participate in and obtain the benefits from educational programs and extracurricular activities without discrimination, to the same extent as each student without a disability, consistent with federal and state laws and regulations.

The Board encourages students and parents/guardians who believe they have been subjected to discrimination or harassment to promptly report such incidents to designated employees.

The Board directs that complaints of discrimination or harassment shall be investigated promptly, and corrective **or preventative** action be taken for substantiated allegations.

Confidentiality

Confidentiality of all parties, **witnesses, the allegations, the filing of a complaint and the investigation** shall be maintained, consistent with the district's legal and investigative obligations.

Retaliation

The district shall not intimidate, threaten, coerce, discriminate or retaliate against any individual for the purpose of interfering with any right or privilege secured by this policy.

Definitions

Qualified student with a disability - a student who has a physical or mental disability which substantially limits or prohibits participation in or access to an aspect of the district's educational programs, nonacademic services or extracurricular activities.[11][12]

Section 504 Team - a group of individuals who are knowledgeable about the student, the meaning of the evaluation data and the placement options for the student. This could include, as appropriate, documentation or input from classroom teachers, counselors, psychologists, school nurses, outside care providers and the student's parents/guardians.[3][8]

Section 504 Service Agreement (Service Agreement) - an individualized plan for a qualified student with a disability which sets forth the specific related aids, services, or accommodations needed by the student, which shall be implemented in school, in transit to and from school, and in all programs and procedures, so that the student has equal access to the benefits of the school's educational programs, nonacademic services, and extracurricular activities.[13]

Disability harassment - intimidation or abusive behavior toward a student based on disability that creates a hostile environment by interfering with or denying a student's participation in or receipt of benefits, services, or opportunities in the school's educational programs, nonacademic services, or extracurricular activities.[10]

Delegation of Responsibility

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

{X} Superintendent **or designee**

{ } Assistant Superintendent

{ } Director of Student Services

as the district's Section 504 Coordinator.[14]

In addition, each school within the district shall have a Section 504 building administrator.

The district shall publish and disseminate this policy and complaint procedure on or before the first day of each school year by posting it on the district's website, if available, and in the student handbook. The district shall notify parents/guardians of students residing in the district of the district's responsibilities under applicable law and regulations, and that the district does not discriminate against qualified individuals with disabilities.[15][16]

Guidelines

Identification and Evaluation

The district shall conduct an annual child find campaign to locate and identify every district student with a disability thought to be eligible for Section 504 services and protections. The district may

combine this search with the district's IDEA child find efforts, in order to not duplicate efforts.[16][17]

If a parent/guardian or the district has reason to believe that a student should be identified as a qualified student with a disability, should no longer be identified as a qualified student with a disability, or requires a change in or modification of the student's current Service Agreement, the parent/guardian or the district shall provide the other party with written notice.[18][19][20]

The district shall establish standards and procedures for initial evaluations and periodic re-evaluations of students who need or are believed to need related services because of a disability.[20]

The district shall specifically identify the procedures and types of tests used to evaluate a student, and provide the parent/guardian the opportunity to give or withhold consent to the proposed evaluation(s) in writing.[20]

The district shall establish procedures for evaluation and placement that assure tests and other evaluation materials:

1. Have been validated and are administered by trained personnel.
2. Are tailored to assess educational need and are not based solely on IQ scores.
3. Reflect aptitude or achievement or anything else the tests purport to measure and do not reflect the student's impaired sensory, manual or speaking skills (except where those skills are what is being measured).

Service Agreement

If a student is determined to be a qualified student with a disability, the district shall develop a written Service Agreement for the delivery of all appropriate aids, services, or accommodations necessary to provide the student with FAPE.[13]

The district shall not implement a Service Agreement until the written agreement is executed by a representative of the district and a parent/guardian.[13]

The district shall not modify or terminate a student's current Service Agreement without the parent's/guardian's written consent.[18]

Educational Programs/Nonacademic Services/Extracurricular Activities

The district shall educate a qualified student with a disability with students who are not disabled to the maximum extent appropriate to the needs of the student with a disability. A qualified student with a disability shall be removed from the regular educational environment only when the district determines that educating the student in the regular educational environment with the use of related aids, services, or accommodations cannot be achieved satisfactorily. Placement in a setting other than the regular educational environment shall take into account the proximity of the alternative setting to the student's home.[21][22]

The district shall not discriminate against any qualified student with a disability in its provision of nonacademic services and extracurricular activities, including but not limited to, counseling services, athletics, transportation, health services, recreational activities, special interest groups or clubs, and referrals to agencies which provide assistance to individuals with disabilities.[21][22][23][24][25][26][27]

Parental Involvement

Parents/Guardians have the right to inspect and review all relevant school records of the student, meet with the appropriate school officials to discuss any and all issues relevant to the evaluation and

accommodations of their child, and give or withhold their written consent to the evaluation and/or the provision of services.[13][19][20][28].

Confidentiality of Student Records

All personally identifiable information regarding a qualified student with a disability shall be treated as confidential and disclosed only as permitted by the Family Educational Rights and Privacy Act (FERPA) and its implementing regulations, state regulations, and Board policy.[29][30][31][32]

Discipline

When necessary, the district shall discipline qualified students with disabilities in accordance with state and federal laws and regulations and Board policies.[33][34]

Referral to Law Enforcement and Reporting Requirements

For reporting purposes, the term **incident** shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act.[35][36][37].

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity by a qualified student with a disability, including a student for whom an evaluation is pending, to the local police department that has jurisdiction over the school's property, in accordance with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement, and Board policies. The Superintendent or designee shall respond in a manner that is consistent with the student's Service Agreement and Behavior Support Plan, if applicable.[11][13][21][29][33][38][39][40][41][42][43][44][45][46][47][48]

In making a determination of whether to notify the local police department of a discretionary incident committed by a qualified student with a disability, including a student for whom an evaluation is pending, the Superintendent or designee shall use the same criteria used for students who do not have a disability.[10][39][48][49]

For a qualified student with a disability who does not have a Behavior Support Plan as part of the student's Service Agreement, subsequent to notification to law enforcement, the district, in consultation with the student's parent/guardian, shall consider whether a Behavior Support Plan should be developed as part of the Service Agreement to address the student's behavior.[13][40]

In accordance with state law, the Superintendent shall annually, by July 31, report to the Office for Safe Schools on the required form all new incidents committed by qualified students with disabilities, including students for whom an evaluation is pending, which occurred on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity.[36][48]

PROCEDURAL SAFEGUARDS

The district shall establish and implement a system of procedural safeguards that includes notice of rights to the parent/guardian of a student suspected of being a qualified student with a disability, an opportunity for the parent/guardian to review relevant records, an impartial hearing with an opportunity for participation by the student's parent/guardian, and a review procedure.[28][50]

A student or parent/guardian filing a claim of discrimination need not exhaust these procedures prior to initiating court action under Section 504.[19]

Parental Request for Assistance

Parents/Guardians may file a written request for assistance with the Pennsylvania Department of Education (PDE) if one (1) or both of the following apply:[28]

1. The district is not providing the related aids, services and accommodations specified in the student's Service Agreement.
2. The district has failed to comply with the procedures and state regulations.

PDE shall investigate and respond to requests for assistance and, unless exceptional circumstances exist, shall, within sixty (60) calendar days of receipt of the request, send to the parents/guardians and district a written response to the request. The response to the parents'/guardians' request shall be in the parents'/guardians' native language or mode of communication.[28]

Informal Conference

At any time, parents/guardians may file a written request with the district for an informal conference with respect to the identification or evaluation of a student, or the student's need for related aids, services or accommodations. Within ten (10) school days of receipt of the request, the district shall convene an informal conference. At the conference, every effort shall be made to reach an amicable agreement.[28]

Formal Due Process Hearing

If the matters raised by the district or parents/guardians are not resolved at the informal conference, the district or parents/guardians may submit a written request for an impartial due process hearing. The hearing shall be held before an impartial hearing officer and shall be conducted in accordance with state regulations.[28][51]

Judicial Appeals

The decision of the impartial hearing officer may be appealed to a court of competent jurisdiction. [28]

COMPLAINT PROCEDURE

This complaint procedure is in addition to and does not prevent parents/guardians from using any option in the procedural safeguards system.[10]

Step 1 – Reporting

A student or parent/guardian who believes s/he has been subject to conduct by any student, employee or third party that constitutes a violation of this policy is encouraged to immediately report the incident to the Section 504 building administrator. Any person with knowledge of conduct that may violate this policy, is encouraged to immediately report the matter to the Section 504 building administrator.

A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the Section 504 building administrator, as well as properly making any mandatory police or child protective services reports required by law.[52]

If the Section 504 building administrator is the subject of a complaint, the student, parent/guardian or employee shall report the incident directly to the district's Section 504 Coordinator.

The complainant or reporting employee may be encouraged to use the district's report form, available from the Section 504 building administrator or Section 504 Coordinator, or to put the complaint in writing; however, oral complaints shall be accepted, documented and the procedures of this policy implemented. The person accepting the verbal or written complaint may provide factual information on the complaint and the investigative process, the impact of choosing to seek

confidentiality and the right to file criminal charges. In all other respects, the person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the complainant or those accused of a violation of this policy.

Step 2 – Investigation

The Section 504 Coordinator shall ensure that the individual assigned to investigate the complaint has an appropriate understanding of the relevant laws pertaining to discrimination issues and this policy and how to conduct investigations.

The investigator shall work with the Section 504 Coordinator to assess the anticipated scope of the investigation, who needs to be interviewed and what records may be relevant to the investigation.

The investigator shall conduct an adequate, reliable and impartial investigation. The complainant and the accused **may suggest additional** witnesses and **provide** other evidence during the course of the investigation. When the initial complaint involves allegations relating to conduct which took place away from school property, school-sponsored activities or school conveyances, the investigation may include inquiries related to these allegations to determine whether they resulted in continuing effects such as harassment in school settings.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the allegations. The investigator may also evaluate any other information and materials relevant to the investigation. The person making the report, parties, parents/guardians and witnesses shall be informed of the prohibition against retaliation for anyone's participation in the process and that conduct believed to be retaliatory should be reported. All individuals providing statements or other information or participating in the investigation shall be instructed to keep the matter confidential and to report any concerns about confidentiality to the investigator.

If the investigation reveals that the conduct being investigated may involve a violation of criminal law, the investigator shall promptly notify the Section 504 Coordinator, who shall promptly inform law enforcement authorities about the allegations.[10][52][53][54]

The obligation to conduct this investigation shall not be negated by the fact that a criminal or child protective services investigation of the allegations is pending or has been concluded. The investigator should coordinate with any other ongoing investigations of the allegations, including agreeing to requests for a short delay in fulfilling the district's investigative responsibilities during the fact-finding portion of a criminal or child protective services investigation. Such delays shall not extend beyond the time necessary to prevent interference with or disruption of the criminal or child protective services investigation.

Step 3 – Investigative Report

The investigator shall prepare and submit a written report to the Section 504 Coordinator within twenty (20) days of the initial report of alleged discrimination, unless the nature of the allegations, anticipated extent of the investigation or the availability of witnesses requires the investigator and the Section 504 Coordinator to establish a different due date. The parties shall be notified of the anticipated date the investigative report will be completed and of any changes to the anticipated due date during the course of the investigation.

The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual, the information and evaluation that formed the basis for this determination, whether the conduct violated this policy and of any other violations of law or Board policy which may warrant further district action, and a recommended disposition of the complaint. An investigation into disability harassment shall consider the record as a whole and the totality of circumstances in determining whether a violation of this policy has occurred, recognizing that persistent and pervasive conduct, when taken together, may be a violation even when the separate incidents are not severe.

The complainant and the accused shall be informed of the outcome of the investigation, **for example, whether the investigator believes the allegations to be founded or unfounded**, within a reasonable time of the submission of the written report **to the extent authorized by the Family Educational Rights and Privacy Act (FERPA) and other applicable laws**. The accused shall not be notified of the individual remedies offered or provided to the complainant.**[29][30][31][32]**

Step 4 – District Action

If the investigation results in a finding that some or all of the allegations of the complaint are established and constitute a violation of this policy, the district shall take prompt, corrective action designed to ensure that such conduct ceases and that no retaliation occurs. The district shall promptly take appropriate steps to prevent the recurrence of the prohibited conduct and to address the discriminatory effect the prohibited conduct had on the complainant and the school or school program environment. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant. The Section 504 Coordinator shall follow up by assessing the effectiveness of the corrective action at reasonable intervals.

If the investigation results in a finding that a different policy was violated separately from or in addition to violations of this policy, or that there are circumstances warranting further action, such matters shall be addressed at the conclusion of this investigation or through disciplinary or other appropriate referrals where further evaluation or investigation is necessary.

Disciplinary actions shall be consistent with the Code of Student Conduct, Board policies and administrative regulations, district procedures, applicable collective bargaining agreements, and state and federal laws.

Appeal Procedure

1. If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with recommended corrective action, s/he may submit a written appeal to the district's Section 504 Coordinator within fifteen (15) days.
2. The Section 504 Coordinator shall review the investigation and the investigative report and may also conduct a reasonable supplemental investigation to assess the sufficiency and propriety of the prior investigation.
3. The Section 504 Coordinator shall prepare a written response to the appeal within twenty (20) days. Copies of the response shall be provided to the complainant, the accused and the investigator who conducted the initial investigation.

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| Book | Policy Manual |
| Section | 100 Programs |
| Title | Nondiscrimination/Discriminatory Harassment - Employment Practices |
| Code | 104 Vol V 2018 |
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Authority

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

The Board encourages employees and third parties who believe they or others have been subject to discrimination to promptly report such incidents to designated employees.

The Board directs that verbal and written complaints of discrimination shall be investigated promptly, and appropriate corrective action be taken when allegations are substantiated. The Board directs that any complaint of discrimination brought pursuant to this policy shall also be reviewed for conduct which may not be proven discriminatory under this policy but merits review and possible action under other Board policies.[12][13][14]

Confidentiality

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

Retaliation

The Board prohibits retaliation against any person for making a report of discrimination or participating in a related investigation or hearing, or opposing practices the person reasonably believes to be discriminatory. A complaint of retaliation shall be handled in the same manner as a complaint of discrimination.

Definitions

Discriminatory Harassment

Harassment by students, employees or third parties on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, genetic information, pregnancy or handicap/disability is a form of discrimination and is subject to this policy. A person who is not necessarily an intended victim or target of such harassment but is adversely affected by the offensive conduct may file a report of discrimination on his/her own behalf.[8][15][16][17][18][19]

For purposes of this policy, **harassment** shall consist of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's work performance and which relates to an individual's or group's race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, genetic information, pregnancy or handicap/disability when such conduct is:

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

For purposes of this policy, **sexual harassment** shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, nonverbal, written, electronic, graphic or physical conduct of a sexual nature when:

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

Delegation of Responsibility.

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

{ } Human Resources Director

{X} Superintendent

as the district's Compliance Officer. All nondiscrimination notices or information shall include the position, office address, telephone number and email address of the Compliance Officer.

The Compliance Officer shall publish and disseminate this policy and complaint procedure at least annually to students, parents/guardians, employees and the public to notify them of where and how to initiate complaints under this policy.

The Compliance Officer shall be responsible to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures and to monitor the implementation of nondiscrimination procedures in the following areas:

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

The building principal or supervisor shall be responsible to promptly complete the following duties upon receipt of a report of discrimination or retaliation from employees or third parties:

1. If the building principal or supervisor is the subject of the complaint, refer the complainant to the Compliance Officer to carry out these responsibilities.
2. Inform the employee or third party about this policy including the right to an investigation of both verbal and written complaints of discrimination.

3. Provide relevant information on resources available in addition to the school complaint procedure such as making reports to the police, available assistance from domestic violence and rape crisis programs, and community health resources including counseling resources.
4. Immediately notify the Compliance Officer of the complaint. The Compliance Officer shall assess whether the investigation should be conducted by the building principal, another employee, the Compliance Officer or an attorney and shall promptly assign the investigation to that individual.
5. After consideration of the allegations and in consultation with the Compliance Officer and other appropriate individuals, promptly implement interim measures as appropriate to protect the complainant and others as necessary from violation of this policy during the course of the investigation.

Guidelines

Complaint Procedure – Employee/Third Party

Step 1 – Reporting

An employee or third party who believes s/he has been subject to conduct by any student, employee or third party that constitutes a violation of this policy is encouraged to immediately report the matter to the building principal or supervisor. Any person with knowledge of conduct which may violate this policy is encouraged to immediately report the matter to the building principal or supervisor.

If the building principal or supervisor is the subject of a complaint, the employee or third party shall report the incident directly to the Compliance Officer. The complainant or reporting employee may be encouraged to use the district's report form, available from the building principal, supervisor or Compliance Officer, or to put the complaint in writing; however, oral complaints shall be accepted, documented and the procedures of this policy implemented. The person accepting the verbal or written complaint may provide factual information on the complaint and the investigative process, the impact of choosing to seek confidentiality and the right to file criminal charges. In all other respects, the person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the complainant or those accused of a violation of this policy.

Step 2 – Investigation

The Compliance Officer shall ensure that the individual assigned to investigate the complaint has an appropriate understanding of the relevant laws pertaining to discrimination issues and this policy and how to conduct investigations.

The investigator shall work with the Compliance Officer to assess the anticipated scope of the investigation, who needs to be interviewed and what records may be relevant to the investigation.

The investigator shall conduct an adequate, reliable and impartial investigation. The complainant and the accused **may suggest additional** witnesses and **provide** other evidence during the course of the investigation. When the initial complaint involves allegations relating to conduct which took place outside of school or school-sponsored activities, the investigation may include inquiries related to these allegations to determine whether they resulted in continuing effects such as harassment in school settings.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the allegations. The investigator may also evaluate any other information and materials relevant to the investigation. The person reporting the alleged discrimination, parties, parents/guardians and witnesses shall be informed of the prohibition against retaliation for anyone's participation in the process and that conduct believed to be retaliatory should be reported. All individuals providing statements or other information or participating in the investigation shall be

instructed to keep the matter confidential and to report any concerns about confidentiality to the investigator.

If the investigation reveals that the conduct being investigated may involve a violation of criminal law, the investigator shall promptly notify the Compliance Officer, who shall promptly inform law enforcement authorities about the allegations. **[13][20][21]**

The obligation to conduct this investigation shall not be negated by the fact that a criminal or child protective services investigation of the allegations is pending or has been concluded. The investigator should coordinate with any other ongoing investigations of the allegations, including agreeing to requests for a short delay in fulfilling the district's investigative responsibilities during the fact-finding portion of a criminal or child protective services investigation. Such delays shall not extend beyond the time necessary to prevent interference with or disruption of the criminal or child protective services investigation.

Step 3 – Investigative Report

The investigator shall prepare and submit a written report to the Compliance Officer within twenty (20) days of the initial report of alleged discrimination, unless the nature of the allegations, anticipated extent of the investigation or the availability of witnesses requires the investigator and the Compliance Officer to establish a different due date. The parties shall be notified of the anticipated date the investigative report will be completed and of any changes to the anticipated due date during the course of the investigation.

The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual, the information and evaluation that formed the basis for this determination, whether the conduct violated this policy and any other violation of law or Board policy which may warrant further district action, and a recommended disposition of the complaint. An investigation into discriminatory harassment or sexual harassment shall consider the record as a whole and the totality of circumstances in determining whether a violation of this policy has occurred, recognizing that persistent and pervasive conduct, when taken together, may be a violation even when the separate incidents are not severe.

The complainant and the accused shall be informed of the outcome of the investigation, **for example, whether the investigator believes the allegations to be founded or unfounded**, within a reasonable time of the submission of the written report. The accused shall not be notified of the individual remedies offered or provided to the complainant.

Step 4 – District Action

If the investigation results in a finding that some or all of the allegations of the complaint are established and constitute a violation of this policy, the district shall take prompt, corrective action designed to ensure that such conduct ceases and that no retaliation occurs. The district shall promptly take appropriate steps to prevent the recurrence of the prohibited conduct and to address the discriminatory effect the prohibited conduct had on the complainant and the school or school program environment. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant. The Compliance Officer shall follow up by assessing the effectiveness of the corrective action at reasonable intervals.

If an investigation results in a finding that a different law or Board policy was violated separately from or in addition to violations of this policy, or that there are circumstances warranting further action, such matters shall be addressed at the conclusion of this investigation or through disciplinary or other appropriate referrals where further evaluation or investigation is necessary.

Disciplinary actions shall be consistent with Board policies and administrative regulations, district procedures, applicable collective bargaining agreements, and state and federal laws.

Appeal Procedure

1. If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with recommended corrective action, s/he may submit a written appeal to the Compliance Officer within fifteen (15) days. If the Compliance Officer investigated the complaint, such appeal shall be made to the Superintendent.
2. The individual receiving the appeal shall review the investigation and the investigative report and may also conduct or designate another person to conduct a reasonable supplemental investigation to assess the sufficiency and propriety of the prior investigation.
3. The person handling the appeal shall prepare a written response to the appeal within twenty (20) days. Copies of the response shall be provided to the complainant, the accused and the investigator who conducted the initial investigation.

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| Book | Policy Manual |
| Section | 100 Programs |
| Title | Adoption of Textbooks |
| Code | 108 Vol IV 2018 |
| Status | First Reading |
| Legal | 1. 24 P.S. 508 2. 24 P.S. 801 3. 24 P.S. 803 4. Pol. 006 5. Pol. 105.1 22 PA Code 14.106 24 P.S. 807.1 Pol. 103.1 Pol. 610 |

Authority

The Board shall, by an affirmative vote of a majority of the full Board, adopt all textbooks used for instruction in the district's educational program. The Board shall establish a planned cycle of textbook review and replacement.[1][2][3][4]

Definition

Textbooks shall be defined as the books, in print or digital format, used as the basic source of information in the planned instruction.

Delegation of Responsibility

The Superintendent, **after consultation with administrative and professional staff**, shall be responsible for the selection and recommendation of textbooks for Board consideration. No adoption or change of textbooks shall be made without the Superintendent's recommendation, except by a two-thirds vote of the Board.[1][3][4]

The Superintendent or designee shall establish administrative regulations for reviewing, evaluating and selecting textbooks.

A list of all approved textbooks used in district schools shall be maintained by the Superintendent or designee and shall be available to Board members, district staff, students, parents/guardians and community members.[5]



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| Book | Policy Manual |
| Section | 100 Programs |
| Title | Title I - Comparability of Services |
| Code | 150 Vol II 2019 |
| Status | First Reading |
| Legal | 1. 20 U.S.C. 6321 2. Pol. 138 3. Pol. 103.1 4. Pol. 113 5. Pol. 114 6. Pol. 906 |

Purpose

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

Authority

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

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

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

Definition

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

Delegation of Responsibility

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

{ } Superintendent

{X } Federal Programs Coordinator

{ } Business Manager

shall complete a Detailed School Data Sheet.

Regardless of buildings per grade span, the

{ } Superintendent

{X} Federal Programs Coordinator

{ } Business Manager

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

Guidelines

Method of Determination

For purposes of determining Title I comparability, the district shall use a current year student to staff ratio calculation or a previous year per-pupil expenditure determination, whichever is more favorable to the district.

Allowable Exclusions

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

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

Complaints

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

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|---------|---|
| Book | Policy Manual |
| Section | 200 Pupils |
| Title | Admission of Students |
| Code | 201 Vol III 2019 |
| Status | First Reading |
| Legal | 1. 22 PA Code 11.12 2. 22 PA Code 11.41 3. 24 P.S. 1301 4. 22 PA Code 11.15 5. 24 P.S. 1304 6. 24 P.S. 1326 7. 22 PA Code 11.16 8. 22 PA Code 11.14 9. Pol. 200 10. Pol. 203 24 P.S. 503 22 PA Code 4.41 |

Authority

The Board shall establish age requirements for the admission of students to first grade and to kindergarten that are consistent with state law and regulations.[1][2][3]

Guidelines

First Grade

Beginners are students entering the lowest grade of the primary school above the kindergarten level. The Board establishes the district's entry age for beginners as not less than five (5) years and seven (7) months before September 1 and not more than six (6) years before the first day of the school term, **in accordance with state law and regulations**.[4][5][6]

The Board may admit as a beginner a child who is five (5) years old and demonstrates readiness for entry by the first day of the school term, upon the written request of the parent/guardian, recommendation of the district psychologist, and approval of the Superintendent.[7]

The Board is not required to admit as a beginner any child whose age is less than the district's established admission age for beginners.[7]

Kindergarten

The Board establishes the district's entry age for kindergarten if the child is at least five (5) years and no months old on or before September 1 of the school term for which the are to be enrolled , **in accordance with state law and regulations.**[8].

Delegation of Responsibility

The Superintendent or designee shall require that the parent/guardian of each student who registers for entrance to school shall submit proof of age, residency, and required immunizations.[9][10]

NOTES:

Minimum age for admission to first grade –

Per 22 PA Code Sec. 11.15, the district may have a minimum **beginner** age no higher than 6 years and no months on the first day of the school term. Also, the district's minimum age may not be less than 5 years 7 months before September 1.

Minimum age for admission to kindergarten –

Per 22 PA Code Sec. 11.14, the district may establish an entry age for kindergarten that is not less than four (4) years and no months and not more than five (5) years and six (6) months before the first day of the school term.

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| Book | Policy Manual |
| Section | 200 Pupils |
| Title | Withdrawal From School |
| Code | 208 Vol III 2019 |
| Status | First Reading |
| Legal | 1. 22 PA Code 11.13 2. 22 PA Code 12.1 3. 24 P.S. 1326 4. 24 P.S. 1327 5. Pol. 204 6. 22 PA Code 11.4 |

Purpose

The Board affirms that even though law requires attendance of only **students of compulsory school age**, it is in the best interests of both students and the community that students complete the educational program that will equip them with required skills and increase their chances for a successful life beyond school.[1][2][3][4][5]

Authority

The Board directs that whenever a student wishes to withdraw, efforts should be made to determine the underlying reason for such action. District resources and staff shall be utilized to assist the student in pursuing career goals.

No student of compulsory school age will be permitted to withdraw without the written consent of a parent/guardian and supporting justification.

The Board shall approve the withdrawal of students attending college full-time.[6]

Guidelines

{X } Counseling services shall be made available to any student who states an intention to withdraw permanently.

{X } Information shall be given to help a withdrawing student define educational and life goals and develop a plan for achieving those goals.

{X } Students shall be informed about the tests for General Educational Development.

Delegation of Responsibility

The building **principal** shall ensure the timely return of **all** district-owned supplies and equipment in the possession of the student.

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| Book | Policy Manual |
| Section | 200 Pupils |
| Title | Health Examinations/Screenings |
| Code | 209 Vol III 2019 |
| Status | First Reading |
| Legal | <ol style="list-style-type: none"> 1. 22 PA Code 12.41 2. 24 P.S. 1401 3. 24 P.S. 1402 4. 24 P.S. 1403 5. 24 P.S. 1407 6. 28 PA Code 23.1 et seq 7. 20 U.S.C. 1232h 8. 24 P.S. 1405 9. 28 PA Code 23.2 10. 24 P.S. 1419 11. 28 PA Code 23.45 12. 24 P.S. 1406 13. 23 Pa. C.S.A. 6311 14. Pol. 806 15. 24 P.S. 1409 16. Pol. 113.4 17. Pol. 216 18. 20 U.S.C. 1232g 19. 34 CFR Part 99 20. Pol. 805 21. Pol. 800 24 P.S. 1401-1419 22 PA Code 403.1 23 Pa. C.S.A. 6301 et seq |

Authority.

In compliance with the School Code, the Board shall require that district students submit to health and dental examinations in order to protect the school community from the spread of communicable

disease and to ensure that the student's participation in health, safety and physical education courses meets his/her individual needs and that the learning potential of each student is not lessened by a remediable physical disability.[1][2][3][4]

Guidelines

Each student shall receive a comprehensive health examination conducted by the school physician upon original entry, in sixth grade, and in eleventh grade.[1][3][5]

Each student shall receive a comprehensive dental examination conducted by the school dentist upon original entry, in third grade, and in seventh grade.[1][4][5]

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

The school nurse or medical technician shall administer to each student vision tests, hearing tests, tuberculosis tests, other tests deemed advisable, and height and weight measurements, at intervals established by the district. Height and weight measurements shall be used to calculate the student's weight-for-height ratio.[1][3][6]

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

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

Where it appears to school health officials or teachers that a student deviates from normal growth and development, or where school examinations reveal conditions requiring health or dental care, the parent/guardian shall be **notified of the apparent need for a special examination by the student's private physician or dentist.** The parent/guardian shall report to the school **whether a special examination occurred.** If the parent/guardian fails to report **whether the examination occurred within a reasonable time after being notified of the apparent need and the abnormal condition persists, appropriate school health personnel shall arrange a special medical examination for the student.**[1][3][12]

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

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

Health Records

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

examinations.[3]

All health records shall be confidential and shall be disclosed only when necessary for the health of the student or when requested by the parent/guardian, in accordance with law and Board policy.[15][16][17]

The district may disclose information from health records to appropriate parties in connection with an emergency when necessary to protect the health or safety of the student or other individuals, in accordance with applicable law and Board policy.[15][16][17][18][19][20]

Designated district staff shall request from the transferring school the health records of students transferring into district schools. Staff shall respond to such requests for the health records of students transferring from district schools to other schools.[15]

The district shall destroy student health records only after the student has not been enrolled in district schools for at least two (2) years.[15][21]

Delegation of Responsibility

The Superintendent or designee shall instruct all staff members to continually observe students for conditions that indicate health problems or disability and to promptly report such conditions to the school nurse.[3]

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

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| Book | Policy Manual |
| Section | 200 Pupils |
| Title | Student Expression/Distribution and Posting of Materials |
| Code | 220 Vol II 2019 |
| Status | First Reading |
| Legal | 1. 22 PA Code 12.9 2. 24 P.S. 511 3. 22 PA Code 12.2 4. 24 P.S. 510 5. Pol. 219 6. Pol. 218 |

Purpose

The right of public school students to freedom of speech is guaranteed by the Constitution of the United States and the constitution of the Commonwealth. The Board respects the right of students to express themselves in word or symbol and to distribute and post materials in areas designated for posting as a part of that expression. The Board also recognizes that **the** exercise of that right must be limited by the district's responsibility to maintain **a safe and** orderly school environment and to protect the rights of all members of the school community.[1]

This policy addresses student expression in general and distribution and posting of materials that are not part of district-sponsored activities. Materials sought to be distributed or posted as part of the curricular or extracurricular programs of the district shall be regulated as part of the school district's educational program.

Definitions

Distribution means students **issuing** nonschool materials to others on school property or during school-sponsored events; placing upon desks, **tables**, on or in lockers; or engaging in any other manner of delivery of nonschool materials to others while on school property or during school functions. When email, text messaging or other technological delivery is used as a means of distributing or accessing nonschool materials via use of school equipment or while on school property or at school functions, it shall be governed by this policy. Off-campus or after hours distribution, including technological distribution, that does or is likely to materially or substantially interfere with the educational process, including school activities, school work, discipline, **safety** and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights is also covered by this policy.

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

Nonschool materials means any printed, **technological** or written materials meant for posting or general distribution that are not prepared as part of the curricular or **approved** extracurricular programs of the district. **This includes**, but **is** not limited to, fliers, invitations, announcements, pamphlets, posters, Internet bulletin boards, personal websites and the like.

Posting means publicly displaying nonschool materials on school property or at school-sponsored events, including but not limited to affixing such materials to walls, doors, bulletin boards, easels, the outside of lockers; on district-sponsored or student websites; through other district-owned technology and the like. **When email, text messaging or other technological delivery is used as a means of posting nonschool materials via use of school equipment or while on school property or at school functions, it shall be governed by this policy. Off-campus or after hours posting, including technological posting, that does or is likely to materially or substantially interfere with the educational process, including school activities, school work, discipline, safety and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights is also covered by this policy.**

Authority

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

Student expression that occurs on school property or at school-sponsored events is fully governed by this policy. In addition, off-campus or after hours expression is governed by this policy if the student expression involved constitutes unprotected expression as stated in this policy and provided the off-campus or after hours expression does or is likely to materially or substantially interfere with the educational process, including school activities, school work, discipline, **safety** and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights.[1][2][3]

The Board requires that distribution and posting of nonschool materials **shall** occur only at the places and during the times set forth in written **procedures**. Such procedures shall be written to permit the **safe and** orderly operation of schools, while recognizing the rights of students to engage in protected expression.[1][4]

Unprotected Student Expression

The Board reserves the right to designate and prohibit manifestations of student expression that are not protected by the right of free expression because they violate the rights of others or where such expression is likely to or does materially or substantially interfere with school activities, school work, discipline, **safety** and order on school property or at school functions. **While the following list is not intended to be exhaustive, such expression shall not be protected if it:**

1. **Violates federal, state or local laws, Board policy or district rules or procedures.**
2. **Is libelous, defamatory, obscene, lewd, vulgar or profane.**[3]
3. **Advocates the use or advertises the availability of any substance or material that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students, such as tobacco/nicotine, alcohol or illegal drugs.**
4. **Incites violence, advocates use of force or threatens serious harm to the school or community.**

5. **Is** likely to or **does** materially or substantially interfere with the educational process, **such as** school activities, school work, discipline, **safety** and order on school property or at school functions.
6. **Interferes with, or advocates interference with, the rights of any individual or the safe and orderly operation of the schools and their programs.**
7. Violates written school district **procedures** on time, place and manner for posting and distribution of otherwise protected expression.

Spontaneous student expression which is otherwise protected speech is not prohibited by this section.

Discipline for Engaging in Unprotected Expression

The Board reserves the right to prohibit the posting or distribution of nonschool materials containing unprotected expression and to prohibit students from engaging in other unprotected student expression, as well as to stop unprotected student expression when it occurs. The Board reserves the right to discipline students for engaging in unprotected expression. Where such expression occurs off campus and away from school functions, a nexus between the unprotected expression and a material and substantial disruption of the school program must be established.

Distribution of Nonschool Materials

The Board requires that students who wish to distribute or post nonschool materials on school property shall submit them **at least** one (1) school day in advance of planned distribution or posting to the building principal or designee, who shall forward a copy to the Superintendent.[1]

If the nonschool materials contain unprotected expression as stated in this policy, the building principal or designee shall notify the students that they may not post or distribute the materials because the materials constitute a violation of Board policy.

If notice is not given during the period between submission and the time for the planned distribution or posting, students may proceed with the planned distribution or posting, provided they comply with written **procedures** on time, place and manner of posting or distribution of nonschool materials.

Students who post or distribute nonschool materials in compliance with this provision may still be ordered to desist such distribution if the materials are later found to be unprotected expression under this policy.

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

Posting of Nonschool Materials

If a school building has an area where individuals are allowed to post nonschool materials, students may post such items as well, if the materials do not constitute unprotected expression and the items are submitted for prior review in the same manner as if the students were going to distribute them.

Such materials shall be officially dated, and the district may remove the materials within ten (10) days of the posting or other reasonable time as stated in the **procedures** relating to posting.

Review of Student Expression

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

Student-initiated religious expression is permissible and shall not be prohibited except as to time, place and manner of distribution, or if the expression involved violates some other part of this policy, e.g., because it is independently determined to be unprotected expression under the standards and definitions of this policy.

The review for unprotected expression shall be reasonable and not calculated to delay distribution.

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

Delegation of Responsibility

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

The building principal may determine disciplinary action for students who distribute or post nonschool materials in violation of this policy and **district procedures**, or who continue the manifestation of unprotected expression after a person in authority orders that they desist. Disciplinary actions shall be included in the disciplinary Code of Student Conduct.^[6]

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

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| Book | Policy Manual |
| Section | 200 Pupils |
| Title | Tobacco/Nicotine |
| Code | 222 Vol V 2018 |
| Status | First Reading |
| Legal | 1. 35 P.S. 1223.5 2. 18 Pa. C.S.A. 6305 3. 20 U.S.C. 7183 4. 20 U.S.C. 1400 et seq 5. 22 PA Code 10.23 6. Pol. 103.1 7. Pol. 113.1 8. Pol. 113.2 9. Pol. 805.1 10. 22 PA Code 10.2 11. 22 PA Code 10.25 12. 24 P.S. 1303-A 13. 22 PA Code 10.22 14. 24 P.S. 1302.1-A 15. 18 Pa. C.S.A. 6306.1 24 P.S. 510 20 U.S.C. 7114 20 U.S.C. 7118 20 U.S.C. 7181 et seq 34 CFR Part 300 |

Purpose

The Board recognizes that tobacco, **nicotine and nicotine delivery products** present a health and safety hazard that can have serious consequences for both users and nonusers and the safety and environment of the schools.

Definitions

For purposes of this policy, **tobacco** includes a lighted or unlighted cigarette, cigar, **cigarillo, little cigar,** pipe or other smoking product or material and smokeless tobacco in any form **including**

chewing tobacco, snuff, dip or dissolvable tobacco pieces.[1]

For purposes of this policy, nicotine shall mean a product that contains or consists of nicotine in a form that can be ingested by chewing, smoking, inhaling or through other means.

For purposes of this policy, a nicotine delivery product shall mean a product or device used, intended for use or designed for the purpose of ingesting nicotine or another substance. This definition includes, but is not limited to, any device or associated product used for what is commonly referred to as vaping or juuling.

Authority

The Board prohibits possession, use or sale of tobacco, **nicotine and nicotine delivery products** by students at any time in a school building and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.[1][2][3]

The Board **also** prohibits possession, use or sale of tobacco, **nicotine and nicotine delivery products** by students at school-sponsored activities that are held off school property.

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.[4][5][6][7][8][9]

Delegation of Responsibility

The Superintendent or designee shall notify students, parents/guardians and staff about the **Board's tobacco/nicotine** 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.**[1]

{X} Code of Student Conduct

{ } district newsletter

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

Guidelines

Reporting

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving possession, use or sale of tobacco, **nicotine or nicotine delivery products** immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[9][10][11]

The Superintendent shall annually, by July 31, report all incidents of possession, use or sale of tobacco, nicotine and nicotine delivery products by students to the Office for Safe Schools on the required form.[9][12]

Additional Provisions - Tobacco Only

The Superintendent or designee may report incidents of possession, use or sale of tobacco 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.[9][10][12][13][14]

A student convicted of possessing or using tobacco in violation of this policy may be fined up to fifty dollars (\$50) plus court costs, or admitted **by the court** to alternative adjudication in lieu of imposition of a fine.[15]

PSBA Revision 12/18 © 2018 PSBA



| | |
|---------|---|
| Book | Policy Manual |
| Section | 200 Pupils |
| Title | Hazing |
| Code | 247 Vol V 2018 |
| Status | First Reading |
| Legal | 1. 18 Pa. C.S.A. 2802 2. 18 Pa. C.S.A. 2803 3. 18 Pa. C.S.A. 2804 4. 18 Pa. C.S.A. 2808 5. 18 Pa. C.S.A. 2806 6. 18 Pa. C.S.A. 2801 7. 24 P.S. 511 8. 18 Pa. C.S.A. 2301 9. Pol. 122 10. Pol. 123 11. Pol. 103 12. Pol. 103.1 13. 18 Pa. C.S.A. 2810 14. 22 PA Code 10.2 15. 24 P.S. 1303-A 16. 35 P.S. 780-102 17. 22 PA Code 10.21 18. 22 PA Code 10.22 19. 24 P.S. 1302.1-A 20. Pol. 805.1 21. 22 PA Code 10.25 22. Pol. 218 23. Pol. 233 24. Pol. 317 18 Pa. C.S.A. 2801 et seq 22 PA Code 10.23 Pol. 113.1 Pol. 916 |

Purpose

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

Definitions

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

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

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

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

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

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

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

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

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

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

Authority

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

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

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

Delegation of Responsibility

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

Discrimination/Discriminatory Harassment

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

Guidelines

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

{ } distribution of written policy

{X } publication in handbooks

{X } presentation at an assembly

{X } verbal instructions by the coach or sponsor at the start of the season or program

{ } posting of notice/signs.

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

Complaint Procedure

A student **who** believes that s/he has been subject to hazing **is encouraged to** promptly report the incident to the building principal **or designee**.

Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted

and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

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

Interim Measures/Police

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

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

Referral To Law Enforcement and Safe Schools Reporting Requirements –

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

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

The Superintendent or designee shall notify the parent/guardian of any student directly involved in a defined incident as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[14][20][21]

In accordance with state law, the Superintendent shall annually, by July 31, report all new incidents to the Office for Safe Schools on the required form.[15][20]

Confidentiality

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

Retaliation

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

Consequences for Violations***Safe Harbor –***

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

Students –

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

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

{ } Fifty dollars (\$50)

{ } ____ dollars (\$____)

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

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

{ } One hundred fifty dollars (\$150)

{ } ____ dollars (\$____)

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

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

Nonstudent Violators/Organizational Hazing -

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

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

Criminal Prosecution –

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

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| Book | Policy Manual |
| Section | 200 Pupils |
| Title | Bullying/Cyberbullying |
| Code | 249 Vol V 2018 |
| Status | First Reading |
| Legal | 1. 24 P.S. 1303.1-A 2. Pol. 103 3. Pol. 103.1 4. 22 PA Code 12.3 5. Pol. 218 6. 20 U.S.C. 7118 7. 24 P.S. 1302-A 8. Pol. 236 9. Pol. 233 Pol. 113.1 |

Purpose

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

Definitions

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

{ } and/or outside a school setting,

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

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

Bullying, as defined in this policy, includes cyberbullying.

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

Authority

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

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

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

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

Discrimination/Discriminatory Harassment

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

Confidentiality

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

Retaliation

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

Delegation of Responsibility

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

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

The Superintendent or designee shall ensure that this policy and administrative regulations are reviewed annually with students.[1]

The Superintendent or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.[1]

District administration shall annually provide the following information with the Safe School Report:
[1]

1. Board's Bullying Policy.
2. Report of bullying incidents.
3. Information on the development and implementation of any bullying prevention, intervention or education programs.

Guidelines

The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.[1][4][5]

This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website.

Education

The district

{X} may

{ } shall

develop, implement **and evaluate** bullying prevention and intervention programs **and activities**. Programs **and activities** shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.[1][6][7][8]

Consequences for Violations

A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include:[1][5][9]

1. {X} Counseling within the school.
2. {X} Parental conference.
3. {X} Loss of school privileges.
4. {X} Transfer to another school building, classroom or school bus.
5. {X} Exclusion from school-sponsored activities.
6. {X} Detention.
7. {X} Suspension.
8. {X} Expulsion.
9. {X} Counseling/Therapy outside of school.
10. {X} Referral to law enforcement officials.

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|---------|--|
| Book | Policy Manual |
| Section | 300 Employees |
| Title | Reduction of Staff |
| Code | 311 Vol IV 2018 |
| Status | First Reading |
| Legal | <ol style="list-style-type: none"> 1. 22 PA Code 4.4 2. 24 P.S. 1106 3. 24 P.S. 406 4. 24 P.S. 1124 5. 24 P.S. 1125.1 6. 24 P.S. 524 7. 24 P.S. 1123 8. Pol. 313 9. 2 Pa. C.S.A. 551 et seq |

****This policy is in compliance with the provisions of Act 55 of 2017 and Act 39 of 2018. All collective bargaining agreements for professional employees negotiated or renewed after November 6, 2017, must comply with the provisions governing suspensions as stated in Act 55, including during the period of status quo after the expiration of a contract.***

****The suspension provisions of a collective bargaining agreement in place prior to November 6, 2017 shall be honored until the date the collective bargaining agreement expires.***

Authority

The Board is responsible for maintaining appropriate numbers of administrative, professional and support employees to effectively manage and operate the district and its schools. This policy establishes the manner in which necessary reductions of staff shall be accomplished.[1][2][3]

In the exercise of its authority to reduce staff through suspensions (furloughs) and elimination of positions, the Board shall give primary consideration to the staffing needs of the district, the effect upon the educational program and the financial stability of the district, and shall ensure compliance with law, regulations, collective bargaining agreements, individual contracts and Board resolutions.[4][5][6]

The Board shall not prevent any professional employee from engaging in another occupation during the period of suspension.[5]

Nothing in this policy shall be construed to limit the cause for which a temporary professional employee, or any employee other than a professional employee, may be suspended.[5]

Delegation of Responsibility

The Superintendent shall be responsible for the continuous review of the efficiency and effectiveness of district organization and staffing, and shall present recommendations for reduction in staff for Board consideration when such actions are deemed to be in the best interests of the district.

The Superintendent shall consult with the district solicitor as necessary to ensure that reduction of staff is implemented in accordance with applicable laws.[4][5]

Guidelines

Employees Other Than Professional Employees and Temporary Professional Employees

The employment status of employees other than professional employees and temporary professional employees may be terminated or temporarily suspended whenever deemed necessary in the best interests of the school district, subject to limitations and procedures provided for in collective bargaining agreements, if any.

Temporary Professional Employees

The employment status of a temporary professional employee may be nonrenewed when the employee's position has been eliminated or when the conditions for which professional employees may be suspended otherwise exist, subject to limitations and procedures provided for in collective bargaining agreements, if any.

Professional Employees

The necessary number of professional employees may be suspended for the following reasons:[4]

1. Substantial decrease in student enrollment in the district.
2. Curtailment or alteration of the educational program as a result of substantial decline in class or course enrollments or to conform with standards of organization or educational activities required by law or recommended by the Pennsylvania Department of Education. Such curtailment or alteration must be recommended by the Superintendent, agreed to by the Board, and approved by the Pennsylvania Department of Education. If not prevented by an existing or future provision of a collective bargaining agreement or employment contract, such a suspension may be effectuated without approval of the Pennsylvania Department of Education provided that, where an educational program is altered or curtailed, the district shall notify the Pennsylvania Department of Education of such action.
3. Consolidation of schools, whether within the district, through a merger of districts, or as a result of Joint Board agreements, when such consolidation makes it unnecessary to retain the full staff of professional employees.
4. When new school districts are established as the result of reorganization of school districts and such reorganization makes it unnecessary to retain the full staff of professional employees.
5. Economic reasons that require a reduction in professional employees; however, the district is prohibited from using an employee's compensation in the suspension determination. A Superintendent knowingly in violation of this prohibition shall have a letter from the Secretary of Education placed in his/her permanent employee record.

Economic Suspension Requirements -

The Board may suspend professional employees for economic reasons if all of the following apply:[4]

1. The Board approves the proposed suspensions by a majority vote of all school directors at a public meeting.

2. No later than sixty (60) days prior to the adoption of the final budget, the Board adopts a resolution of intent to suspend professional employees in the following fiscal year, setting forth:
 - a. The economic conditions necessitating the proposed suspensions and how the economic conditions will be alleviated by the proposed suspensions, including:
 - i. The total cost savings expected from the proposed suspensions.
 - ii. A description of other cost-saving actions taken by the Board, if any.
 - iii. The projected district expenditures for the following fiscal year with and without the proposed suspensions.
 - iv. The projected total district revenues for the following fiscal year.
 - b. The number and percentage of employees to be suspended who are:
 - i. Professional employees assigned to provide instruction directly to students.
 - ii. Administrative staff.
 - iii. Professional employees who are not assigned to provide instruction directly to students and who are not administrative staff.
 - c. The impact of the proposed suspensions on academic programs to be offered to students following the proposed suspensions, as well as the impact on academic programs to be offered to students if the proposed suspensions are not undertaken, compared to the current school year, and the actions if any, that will be taken to minimize the impact on student achievement.

Professional Employees Assigned to Provide Instruction Directly to Students -

Suspensions, due to economic reasons, of professional employees assigned to provide instruction directly to students may be approved by the Board only if the Board also suspends at least an equal percentage proportion of administrative staff, except when all of the following apply:[4].

1. The Secretary of Education determines that the district's operations are already sufficiently streamlined or that the suspension of administrative staff would cause harm to the school stability and student programs.
2. The Secretary of Education submits the determination to the State Board of Education.
3. The State Board of Education approves the determination by a majority of its members.

The Board may choose to exempt from this requirement any five (5) administrative positions, one of which shall be the Business Manager or another staff member with the primary responsibility of managing the district's business operation.[4].

Order of Suspensions

Data necessary for computation of each professional employee's performance rating and seniority status shall be recorded and maintained to ensure compliance with the required order for suspensions.[7][8]

Performance Evaluation Rating -

Professional employees shall be suspended, within the area of certification required by law for the professional employee's current position, in the following order based on the two (2) most recent

annual performance evaluations:[5][7][8]

1. Consecutive unsatisfactory ratings.
2. One (1) unsatisfactory rating and one (1) satisfactory rating.
3. Consecutive satisfactory ratings which are either consecutive ratings of proficient, or a combination of one (1) proficient or distinguished rating and one (1) needs improvement rating.
4. Consecutive satisfactory ratings which are consecutive distinguished, or a combination of one (1) rating of proficient and one (1) rating of distinguished.

Seniority -

When the number of professional employees within each certification area receiving the same performance rating is greater than the number of suspensions, **professional employees with the least seniority within each certification area shall be suspended before employees with greater seniority having the same performance rating.**[5]

In addition, professional employees shall be realigned to ensure that employees with more seniority have the opportunity to fill other positions within the district for which they are certificated and which are currently filled by less senior employees with the same or lower overall performance rating.

Seniority shall continue to accrue during a suspension and all approved leaves of absence.[5]

When there is or has been a consolidation of schools, departments or programs, all professional employees shall retain the seniority rights they had prior to the reorganization or consolidation.[5]

Reinstatement

Suspended professional employees, or professional employees demoted for reasons of this policy, shall be reinstated within the area of certification required by law for the vacancy being filled in the district, in the inverse order by which they were suspended and on the basis of their seniority within the district.[5]

No new appointment shall be made while there is a suspended or demoted professional employee available who is properly certificated to fill such vacancy.[5]

Positions from which professional employees are on approved leaves of absence shall be considered temporary vacancies.[5]

To be considered available, suspended professional employees shall annually report in writing to the Board their current address and intent to accept the same or similar position when offered.[5]

A suspended professional employee enrolled in a college program during a period of suspension and who is recalled shall be given the option of delaying a return to service until the end of the current semester.[5]

Local Agency Law Hearings

The decision to suspend a professional employee shall be considered an adjudication for the purposes of the Local Agency Law, and a professional employee subject to such a decision shall have the right to a Local Agency Law hearing before the Board, if a hearing is requested within ten (10) days after being notified of suspension.[5][9]

A decision to nonrenew the employment of a temporary professional employee whose position has been eliminated or who is being nonrenewed for reasons for which professional employees may be suspended, shall be considered an adjudication for purposes of the Local Agency Law, and the

employee shall be entitled to a Local Agency Law hearing, if a hearing is requested within ten (10) days after being notified of the decision to nonrenew.[9]

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| Book | Policy Manual |
| Section | 300 Employees |
| Title | Tobacco/Nicotine |
| Code | 323 Vol V 2018 |
| Status | First Reading |
| Legal | 1. 35 P.S. 1223.5 2. 20 U.S.C. 7183 3. 24 P.S. 1303-A 4. Pol. 805.1 5. 18 Pa. C.S.A. 6305 6. 22 PA Code 10.2 7. 22 PA Code 10.22 8. 24 P.S. 1302.1-A 20 U.S.C. 7181 et seq |

Purpose

The Board recognizes that tobacco, **nicotine and nicotine delivery products** present a health and safety hazard that can have serious consequences for **both** users and nonusers and the safety and **environment** of the schools.

Definitions

For purposes of this policy, **tobacco** includes a lighted or unlighted cigarette, cigar, **cigarillo, little cigar**, pipe or other smoking product or material and smokeless tobacco in any form **including chewing tobacco, snuff, dip or dissolvable tobacco pieces**.^[1]

For purposes of this policy, nicotine shall mean a product that contains or consists of nicotine in a form that can be ingested by chewing, smoking, inhaling or through other means.

For purposes of this policy, a nicotine delivery product shall mean a product or device used, intended for use or designed for the purpose of ingesting nicotine or another substance. This definition includes, but is not limited to, any device or associated product used for what is commonly referred to as vaping or juuling.

Authority

The Board prohibits **use of tobacco, nicotine and nicotine delivery products** by administrative, professional and support employees in a school building and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.^{[1][2]}

{ } The Board designates specific areas for **use of tobacco, nicotine and nicotine delivery products** by district employees on property owned, leased or controlled by the district that is at least fifty (50) feet from school buildings, stadiums and bleachers.[1]

{X} The Board **also** prohibits **use of tobacco, nicotine and nicotine delivery products** by district employees at school-sponsored activities that are held off school property.[1]

Delegation of Responsibility

The **Superintendent or designee** shall notify employees about the Board's tobacco/**nicotine** policy by **publishing information** in handbooks, newsletters, **posters**, and other efficient methods **such as posted notices, signs and on the district website**.[1]

Guidelines

This policy does not prohibit the use of a patch, gum or lozenge as a smoking cessation product by any employee who has a written order by a physician.

Reporting

The Superintendent shall annually, by July 31, report incidents of possession, use or sale of tobacco, **nicotine and nicotine delivery products** on school property to the Office for Safe Schools on the required form.[3][4]

Additional Provisions - Tobacco Only

The Superintendent or designee may report incidents involving the sale of tobacco 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.[3][4][5][6][7][8]

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|---------|--|
| Book | Policy Manual |
| Section | 300 Employees |
| Title | Family and Medical Leaves |
| Code | 335 Vol II 2019 |
| Status | First Reading |
| 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 |

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 on a district form to the

{X} Superintendent.

{ } Director of Personnel.

{ } Director of Human Resources.

{ } Business Manager.

{ } _____ (other).

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 servicemember.[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]

CHOOSE ONLY 1 OF THE FOLLOWING OPTIONS – REVIEW CBA'S:

{X} 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]

{ } 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 may utilize such paid leave **concurrent with** the FMLA leave.[5]

NOTES:

Both spouses – 29 U.S.C. Sec. 2612, 29 CFR Sec. 825.201

DO NOT add guardian to this policy.

If current policy reads "anticipated disability" – delete and replace with new mast, unless the language is in addition to FMLA.

Take out seniority language due to a conflict in the law.

PSBA Revision 5/19 © 2019 PSBA



| | |
|---------|---|
| Book | Policy Manual |
| Section | 700 Property |
| Title | Maintenance |
| Code | 704 Vol IV 2018 |
| Status | First Reading |
| Legal | 1. 24 P.S. 701 2. 24 P.S. 742 3. 24 P.S. 772 25 PA Code 171.1 et seq |

Purpose

Adequate maintenance of buildings, property and equipment is essential to fiscal responsibility and efficient management of district facilities.

Authority

The Board directs that a continuous program of inspection and maintenance of all district buildings, property and equipment be established and implemented. Wherever possible, maintenance shall be preventive.[1][2][3]

Delegation of Responsibility

The Superintendent or designee shall develop and supervise a maintenance program which shall include:

{X} Regular program of maintenance, repair and improvement of buildings and facilities.

{ } Critical spare parts inventory.

{X} Equipment replacement program.

{X } Long-range plans for building modernization and conditioning.

{X} The Superintendent or designee shall develop a maintenance check list applicable to all district buildings.

{X } Each building principal, in conjunction with the building maintenance employee, shall conduct a physical inspection of the building on a

() periodic

() monthly

(X) bimonthly

basis and return a written report to the Superintendent or designee as to the findings of that inspection.

The Superintendent shall report

☒ annually

☐ quarterly

☐ periodically

to the Board regarding the current maintenance and improvement program and projected maintenance needs that include cost analysis.

PSBA Revision 8/18 © 2018 PSBA



| | |
|---------|---|
| Book | Policy Manual |
| Section | 800 Operations |
| Title | Child Abuse |
| Code | 806 Vol IV 2018 |
| Status | First Reading |
| Legal | <ol style="list-style-type: none">1. 24 P.S. 1205.62. 23 Pa. C.S.A. 6301 et seq3. Pol. 3334. Pol. 8185. 23 Pa. C.S.A. 63036. 24 P.S. 1117. 23 Pa. C.S.A. 63448. 18 Pa. C.S.A. 7508.29. 42 Pa. C.S.A. 9799.1210. 42 Pa. C.S.A. 9799.2411. 42 Pa. C.S.A. 9799.5512. 42 Pa. C.S.A. 9799.5813. 22 U.S.C. 710214. 23 Pa. C.S.A. 631115. Pol. 30216. Pol. 30417. Pol. 30518. Pol. 30619. 23 Pa. C.S.A. 6344.320. 23 Pa. C.S.A. 6344.421. Pol. 30922. Pol. 91623. 23 Pa. C.S.A. 633224. 24 P.S. 111.125. 20 U.S.C. 792626. Pol. 317.127. Pol. 82428. 24 P.S. 2070.1a29. 23 Pa. C.S.A. 6318 |

30. 23 Pa. C.S.A. 6319
 31. 18 Pa. C.S.A. 4906.1
 32. 18 Pa. C.S.A. 4958
 33. 23 Pa. C.S.A. 6320
 34. 23 Pa. C.S.A. 6305
 35. 23 Pa. C.S.A. 6313
 36. 23 Pa. C.S.A. 6314
 37. 24 P.S. 1302.1-A
 38. 24 P.S. 1303-A
 39. 22 PA Code 10.2
 40. 22 PA Code 10.21
 41. 22 PA Code 10.22
 42. Pol. 805.1
 43. 23 Pa. C.S.A. 6346
 44. 23 Pa. C.S.A. 6368
 24 P.S. 1301-A et seq
 22 PA Code 10.1 et seq
 24 P.S. 1527
 24 P.S. 2070.1a et seq
 18 Pa. C.S.A. 4304
 Pol. 317

Authority

The Board requires district employees, independent contractors and volunteers to comply with identification and reporting requirements for suspected child abuse, as well as the training requirement for recognition and reporting of child abuse in order to comply with the Child Protective Services Law and the School Code.[1][2][3][4]

Definitions

The following words and phrases, when used in this policy, shall have the meaning given to them in this section:

Adult - an individual eighteen (18) years of age or older.[5]

Bodily injury - impairment of physical condition or substantial pain.[5]

Certifications - refers to the child abuse history clearance statement and state and federal criminal history background checks required by the Child Protective Services Law and/or the School Code.[6][7]

Child - an individual under eighteen (18) years of age.[5]

Child abuse - intentionally, knowingly or recklessly doing any of the following:[5]

1. Causing bodily injury to a child through any recent act or failure to act.

2. Fabricating, feigning or intentionally exaggerating or inducing a medical symptom or disease which results in a potentially harmful medical evaluation or treatment to the child through any recent act.
3. Causing or substantially contributing to serious mental injury to a child through any act or failure to act or a series of such acts or failures to act.
4. Causing sexual abuse or exploitation of a child through any act or failure to act.
5. Creating a reasonable likelihood of bodily injury to a child through any recent act or failure to act.
6. Creating a likelihood of sexual abuse or exploitation of a child through any recent act or failure to act.
7. Causing serious physical neglect of a child.
8. Engaging in any of the following recent acts:
 - a. Kicking, biting, throwing, burning, stabbing or cutting a child in a manner that endangers the child.
 - b. Unreasonably restraining or confining a child, based on consideration of the method, location or the duration of the restraint or confinement.
 - c. Forcefully shaking a child under one (1) year of age.
 - d. Forcefully slapping or otherwise striking a child under one (1) year of age.
 - e. Interfering with the breathing of a child.
 - f. Causing a child to be present during the operation of methamphetamine laboratory, provided that the violation is being investigated by law enforcement.[8]
 - g. Leaving a child unsupervised with an individual, other than the child's parent, who the actor knows or reasonably should have known was required to register as a Tier II or Tier III sexual offender, **has to register for life**, or has been determined to be a sexually violent predator or sexually violent delinquent.[9][10][11][12]
9. Causing the death of the child through any act or failure to act.
10. **Engaging a child in a severe form of trafficking in persons or sex trafficking, as those terms are defined in the law.[13]**

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

1. Constitutes incidental, minor or reasonable physical contact in order to maintain order and control;
2. Is necessary to quell a disturbance or remove a child from the scene of a disturbance that threatens property damage or injury to persons;
3. Is necessary for self-defense or defense of another;
4. Is necessary to prevent the child from self-inflicted physical harm; or

5. Is necessary to gain possession of weapons, controlled substances or other dangerous objects that are on the person of the child or in the child's control.

Direct contact with children - the possibility of care, supervision, guidance or control of children or routine interaction with children.[1]

Independent contractor - an individual other than a school employee who provides a program, activity or service who is otherwise responsible for the care, supervision, guidance or control of children pursuant to a contract. The term does not apply to administrative or other support personnel unless the administrative or other support personnel have direct contact with children.[5][14]

Perpetrator - a person who has committed child abuse and is a parent/guardian of the child; a spouse or former spouse of the child's parent/guardian; a paramour or former paramour of the child's parent/guardian; an individual fourteen (14) years of age or older who is responsible for the child's welfare or who has direct contact with children as an employee of child-care services, a school or through a program activity or service; an individual fourteen (14) years of age or older who resides in the same home as the child; or an adult who does not reside in the same home as the child but is related within the third degree of consanguinity or affinity by birth or adoption to the child; **or an adult who engages a child in severe forms of trafficking in persons or sex trafficking, as those terms are defined in the law.** Only the following may be considered a perpetrator solely based upon a failure to act: a parent/guardian of the child; a spouse or former spouse of the child's parent/guardian; a paramour or former paramour of the child's parent/guardian; an adult responsible for the child's welfare; or an adult who resides in the same home as the child.[5][13]

Person responsible for the child's welfare - a person who provides permanent or temporary care, supervision, mental health diagnosis or treatment, training or control of a child in lieu of parental care, supervision and control.[5]

Program, activity or service - any of the following in which children participate and which is sponsored by a school or a public or private organization:[5]

1. A youth camp or program.
2. A recreational camp or program.
3. A sports or athletic program.
4. A community or social outreach program.
5. An enrichment or educational program.
6. A troop, club or similar organization.

Recent act or failure to act - any act or failure to act committed within two (2) years of the date of the report to the Department of Human Services of the Commonwealth or county agency.[5]

Routine interaction - regular and repeated contact that is integral to a person's employment or volunteer responsibilities.[5]

School employee - an individual who is employed by a school or who provides a program, activity or service sponsored by a school. The term does not apply to administrative or other support personnel unless the administrative or other support personnel have direct contact with children.[5]

Serious mental injury - a psychological condition, as diagnosed by a physician or licensed psychologist, including the refusal of appropriate treatment, that:[5]

1. Renders a child chronically and severely anxious, agitated, depressed, socially withdrawn, psychotic or in reasonable fear that the child's life or safety is threatened.

2. Seriously interferes with a child's ability to accomplish age-appropriate developmental and social tasks.

Serious physical neglect - any of the following when committed by a perpetrator that endangers a child's life or health, threatens a child's well-being, causes bodily injury or impairs a child's health, development or functioning:[5]

1. A repeated, prolonged or egregious failure to supervise a child in a manner that is appropriate considering the child's developmental age and abilities.
2. The failure to provide a child with adequate essentials of life, including food, shelter or medical care.

Sexual abuse or exploitation - any of the following:[5]

1. The employment, use, persuasion, inducement, enticement or coercion of a child to engage in or assist another individual to engage in sexually explicit conduct, which includes, but is not limited to, the following:
 - a. Looking at the sexual or other intimate parts of a child or another individual for the purpose of arousing or gratifying sexual desire in any individual.
 - b. Participating in sexually explicit conversation either in person, by telephone, by computer or by a computer-aided device for the purpose of sexual stimulation or gratification of any individual.
 - c. Actual or simulated sexual activity or nudity for the purpose of sexual stimulation or gratification of any individual.
 - d. Actual or simulated sexual activity for the purpose of producing visual depiction, including photographing, videotaping, computer depicting or filming.

The conduct described above does not include consensual activities between a child who is fourteen (14) years of age or older and another person who is fourteen (14) years of age or older and whose age is within four (4) years of the child's age.

2. Any of the following offenses committed against a child: rape; statutory sexual assault; involuntary deviate sexual intercourse; sexual assault; institutional sexual assault; aggravated indecent assault; indecent assault; indecent exposure; incest; prostitution; sexual abuse; unlawful contact with a minor; or sexual exploitation.

Student - an individual enrolled in a district school under eighteen (18) years of age.[5]

Volunteer - an unpaid adult individual, who, on the basis of the individual's role as an integral part of a regularly scheduled program, activity or service is a person responsible for the child's welfare or has direct contact with children.[14]

Delegation of Responsibility

The Superintendent or designee shall:

1. Require each candidate for employment to submit an official child abuse clearance statement and state and federal criminal history background checks (certifications) as required by law.[6][7][15][16][17][18]
2. Require each applicant for transfer or reassignment to submit the required certifications unless the applicant is applying for a transfer from one position as a district employee to another position as a district employee of this district and the applicant's certifications are current.[19][20][21]

School employees and independent contractors shall obtain and submit new certifications every sixty (60) months.[20]

Certification requirements for volunteers are addressed separately in Board Policy 916.[22]

The Superintendent or designee shall annually notify district staff, independent contractors, and volunteers of their responsibility for reporting child abuse in accordance with Board policy and administrative regulations.

The Superintendent or designee shall ensure that the poster, developed by the PA Department of Education, displaying the statewide toll-free telephone numbers for reporting suspected child abuse, neglect and school safety issues be posted in a high-traffic, public area of each school. The designated area shall be readily accessible and widely used by students.[23]

The Superintendent or designee shall annually inform students, parents/guardians, independent contractors, volunteers and staff regarding the contents of this Board policy.

Guidelines

Aiding and Abetting Sexual Abuse

School employees, acting in an official capacity for this district, are prohibited from assisting another school employee, contractor or agent in obtaining a new job if the school employee knows, or has probable cause to believe, that such school employee, contractor or agent engaged in sexual misconduct regarding a minor or student.[15][16][17][18][21][24][25][26][27]

This prohibition applies only to assistance that extends beyond performance of normal processing of personnel matters including routine transmission of files or other information. This prohibition shall not apply if:[25]

- 1. The relevant information has been properly reported to law enforcement officials and any other authority required by federal, state or local law and the matter has been officially closed or the prosecutor or law enforcement officials notified school officials that there is insufficient information to establish probable cause.**
- 2. The school employee, contractor or agent has been acquitted or otherwise exonerated of the alleged misconduct.**
- 3. The case or investigation remains open and no charges have been filed against, or indictment of, the school employee, contractor or agent within four (4) years of the date on which the information was reported to the law enforcement agency.**

Training

The school district, and independent contractors of the school district, shall provide their employees who have direct contact with children with mandatory training on child abuse recognition and reporting. The training shall include, but not be limited to, the following topics:[1][3][4][26]

1. Recognition of the signs of abuse and sexual misconduct and reporting requirements for suspected abuse and sexual misconduct.
2. Provisions of the Educator Discipline Act, including mandatory reporting requirements.[26][28]
3. District policy related to reporting of suspected abuse and sexual misconduct.
4. Maintenance of professional and appropriate relationships with students.[27]

Employees are required to complete a minimum of three (3) hours of training every five (5) years.
[1].

{ } The district shall provide each volunteer with training on child abuse recognition and reporting.

Duty to Report

School employees, independent contractors and volunteers shall make a report of suspected child abuse if they have reasonable cause to suspect that a child is the victim of child abuse under any of the following circumstances:[14]

1. The school employee, independent contractor or volunteer comes into contact with the child in the course of employment, occupation and the practice of a profession or through a regularly scheduled program, activity or service.
2. The school employee, independent contractor or volunteer is directly responsible for the care, supervision, guidance or training of the child.
3. A person makes a specific disclosure to a school employee, independent contractor or volunteer that an identifiable child is the victim of child abuse.
4. An individual fourteen (14) years of age or older makes a specific disclosure to a school employee, independent contractor or volunteer that s/he has committed child abuse.

A child is not required to come before the school employee, independent contractor or volunteer in order for that individual to make a report of suspected child abuse.[14]

A report of suspected child abuse does not require the identification of the person responsible for the child abuse.[14]

Any person who, in good faith, makes a report of suspected child abuse, regardless of whether the report is required, cooperates with an investigation, testifies in a proceeding, or engages in other action authorized by law shall have immunity from civil and criminal liability related to those actions.
[29]

Any person required to report child abuse who willfully fails to do so may be subject to disciplinary action and criminal prosecution.[30]

Any person who intentionally or knowingly makes a false report of child abuse or intentionally or knowingly induces a child to make a false claim of child abuse may be subject to disciplinary action and criminal prosecution.[31]

Any person who engages in intimidation, retaliation, or obstruction in the making of a child abuse report or the conducting of an investigation into suspected child abuse may be subject to disciplinary action and criminal prosecution.[32]

The district shall not discriminate or retaliate against any person for making, in good faith, a report of suspected child abuse.[33]

Reporting Procedures

School employees, independent contractors or volunteers who suspect child abuse shall immediately make a written report of suspected child abuse using electronic technologies (www.compass.state.pa.us/cwis) or an oral report via the statewide toll-free telephone number (1-800-932-0313). A person making an initial oral report of suspected child abuse must also submit a written electronic report within forty-eight (48) hours after the oral report. Upon receipt of an electronic report, the electronic reporting system will automatically respond with a confirmation, providing the district with a written record of the report.[14][34][35]

A school employee, independent contractor or volunteer who makes a report of suspected child abuse shall immediately, after making the initial report, notify the **building principal or administrator** and if the initial report was made electronically, also provide the **building principal or administrator** with a copy of the report confirmation. The **building principal or administrator** shall then immediately notify the Superintendent or designee that a child abuse report has been made and if the initial report was made electronically, also provide a copy of the report confirmation. [14][34][35]

When a report of suspected child abuse is made by a school employee, independent contractor or volunteer as required by law, the school district is not required to make more than one (1) report. An individual otherwise required to make a report who is aware that an initial report has already been made by a school employee, independent contractor or volunteer is not required to make an additional report. The person making an initial oral report is responsible for making the follow-up written electronic report within forty-eight (48) hours, and shall provide the **building principal or administrator** with a copy of the report confirmation promptly after the written electronic report has been filed. The **building principal or administrator** shall in turn provide a copy of the report confirmation to the Superintendent or designee. [14][34][35]

{ } When necessary to preserve potential evidence of suspected child abuse, a school employee may, after the initial report is made, take or cause to be taken photographs of the child who is the subject of the report. Any such photographs shall be sent to the county agency at the time the written report is sent or within forty-eight (48) hours after a report is made by electronic technologies or as soon thereafter as possible. The **building principal or administrator** shall be notified whenever such photographs are taken. [36]

If the Superintendent or designee reasonably suspects that conduct being reported involves an incident required to be reported under the Safe Schools Act, the Superintendent or designee shall inform local law enforcement, in accordance with applicable law, regulations and Board policy. [37][38][39][40][41][42]

Investigation

The **building principal or administrator** shall facilitate the cooperation with the Department of Human Services of the Commonwealth or the county agency investigating a report of suspected child abuse, including permitting authorized personnel to interview the child while in attendance at school. [14][43]

Upon notification that an investigation involves suspected child abuse by a school employee, the **building principal or administrator** shall immediately implement a plan of supervision or alternative arrangement that has been approved by the Superintendent for the school employee under investigation. The plan of supervision or alternative arrangement shall be submitted to the county agency for approval. [44]

NOTES:

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

PSBA Revision 8/18 © 2018 PSBA



| | |
|---------|------------------|
| Book | Policy Manual |
| Section | 800 Operations |
| Title | Food Services |
| Code | 808 Vol III 2019 |
| Status | First Reading |

Legal

1. 2 CFR Part 200
2. 24 P.S. 1335
3. 24 P.S. 1337
4. 24 P.S. 504
5. 24 P.S. 807.1
6. 42 U.S.C. 1751 et seq
7. 42 U.S.C. 1773
8. 7 CFR Part 210
9. 7 CFR Part 215
10. 7 CFR Part 220
11. FNS Instruction 113-1 (USDA)
12. 7 CFR 210.23
13. 42 U.S.C. 1760
14. 7 CFR 210.14
15. 3 Pa. C.S.A. 5713
16. 42 U.S.C. 1758(h)
17. 7 CFR 210.13
18. 7 CFR 210.30
19. Pol. 246
20. 42 U.S.C. 1758
21. 7 CFR Part 245
22. 7 CFR 15b.40
23. Pol. 103.1
24. Pol. 113
25. Pol. 209.1
26. Pol. 610
27. Pol. 626
28. Pol. 827
29. 7 CFR 210.15
30. 7 CFR 220.7
31. 7 CFR 210.9
- P.L. 111-296
- 7 CFR Part 15
- Pol. 103

Purpose

The Board recognizes that students require adequate, nourishing food and beverages in order to grow, learn and maintain good health. The Board directs that students shall be provided with adequate space and time to eat meals during the school day.

Authority

The food service program shall be operated in compliance with all applicable state and federal laws and regulations, as well as federal guidelines established by the Child Nutrition Division of the United States Department of Agriculture (USDA).^{[1][2][3][4][5][6][7][8][9][10]}

The district shall ensure that, in the operation of the food service program, no student, staff member, or other individual shall be discriminated against on the basis of race, color, national origin, age, sex or disability.^{[11][12]}

Food sold by the school may be purchased by students and district employees but only for consumption on school premises. The price charged to students shall be established annually by the district in compliance with state and federal laws.^{[4][13]}

Nonprogram food shall be priced to generate sufficient revenues to cover the cost of such items. A **nonprogram food** shall be defined as a food or beverage, other than a reimbursable meal or snack, that is sold at the school and is purchased using funds from the child nutrition account.

Nonprogram foods include but are not limited to adult meals and a-la-carte items. All revenue from the sale of nonprogram food shall accrue to the child nutrition program account.^{[13][14]}

Delegation of Responsibility

Operation and supervision of the food service program shall be the responsibility of the

{ } Superintendent.

{X} Business Manager.

{ } Food Services Director.

{ } Cafeteria Supervisor.

The individual responsible for the operation and supervision of the food service program shall present to the Board each month for its approval a statement of receipts and expenditures for cafeteria funds.^[4]

Cafeterias shall be operated on a nonprofit basis. A periodic review of the cafeteria accounts shall be made by the ^{[3][4]}

{ } Superintendent.

{X} Business Manager.

{ } auditor.

The individual responsible for the operation and supervision of the food service program shall ensure that school meals meet the standards required by the School Breakfast Program, the National School Lunch Program and the Special Milk Program.^{[2][3][4][6][7][8][9][10]}

The Superintendent or designee shall comply with state and federal requirements for conducting cafeteria health and safety inspections and ensuring employee participation in appropriate inspection services and training programs.^{[15][16][17][18]}

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

The Superintendent or designee shall annually notify students, parents/guardians and employees concerning the contents of this policy and applicable administrative regulations. Notification shall include information related to nondiscrimination.^[11]

Guidelines

To reinforce the district's commitment to nutrition and student wellness, foods served in school cafeterias shall:[19]

1. Be carefully selected to contribute to students' nutritional well-being and health.
2. Meet the nutrition standards specified in law and regulations and approved by the Board.
3. Be prepared by methods that will retain nutritive quality, appeal to students, and foster lifelong healthy eating habits.
4. Be served in age-appropriate quantities, at reasonable prices.

{ } The district shall use USDA Foods for school menus available under the Child Nutrition USDA Foods Programs.

All funds derived from the operation, maintenance or sponsorship of the food service program shall be deposited in the separate cafeteria fund, in the same manner as other district funds. Such funds shall be expended in the manner approved and directed by the Board, but no amount shall be transferred from the cafeteria fund to any other account or fund; however, district advances to the food service program may be returned to the district's general fund from any surplus resulting from its operation.[4]

Surplus accounts shall be used only for the improvement and maintenance of the cafeteria.[4]

Free/Reduced-Price School Meals and Free Milk

The district shall provide free and reduced-price school meals and/or free milk to students in accordance with the terms and conditions of the National School Lunch Program, the School Breakfast Program and the Special Milk Program.[20][21]

The district shall conduct direct certification three (3) times per year using the Pennsylvania Student Eligibility System (PA-SES) to identify students who are eligible for free school meal benefits without the need for submission of a household application. Direct certification shall be conducted:[20][21]

1. At or around the beginning of the school year.
2. Three (3) months after the initial effort.
3. Six (6) months after the initial effort.

The district may also conduct direct certification on a weekly or monthly basis.

Accommodating Students With Special Dietary Needs

The district shall make appropriate food service and/or meal accommodations to students with special dietary needs in accordance with applicable law, regulations and Board policy.[22][23][24][25]

School Meal Service and Accounts

To ensure the effective operation of the district's food service program and delivery of school food program meals to students, the district shall:

1. Assign individual school meal accounts to each student for the purchase of meals served in school cafeterias, which ensure that the identity of each student is protected.
2. Notify parents/guardians when the student's school meal account reaches a low balance.

3. Notify parents/guardians when the student's school meal account reaches a negative balance. The notice shall include information on payment options.
4. Provide a school food program meal to each student who does not have the money to pay for the school food program meal or who has a negative balance in his/her school meal account, **except as provided below or when** the student's parent/guardian has specifically provided written notice to the district to withhold a school food program meal.[3]

If a student is not eligible for free or reduced-price school meals under federal school meal programs and the student's school meal account reaches a negative balance of more than fifty dollars (\$50) in a school year, the district may provide the student with alternative meals instead of school food program meals until the unpaid balance in the student's school meal account is paid or a payment plan has been established with the district to reduce the unpaid balance.[3]

When a student owes money for five (5) or more school food program meals, the district shall make at least two (2) attempts to contact the student's parent/guardian and shall provide the application for free/reduced-price school meal benefits to the parent/guardian to apply for benefits under federal school meal programs. The district may offer assistance to parents/guardians with applying for free/reduced-price school meal benefits.[3][20][21]

Communications regarding a low balance or money owed by a student for school meals shall be made to the student's parent/guardian.[3]

School staff may communicate a low balance or money owed by a student for school meals to a student in grades 9-12; such communication shall be made to the individual student in a discreet manner.[3]

{ } The district shall be permitted to contact the student's parent/guardian by means of a letter addressed to the parent/guardian that is delivered by the student.[3]

District schools shall be prohibited from:[3]

1. Publicly identifying or stigmatizing a student who cannot pay for a school food program meal or who has a negative school meal account balance. It shall not constitute public identification or stigmatization of a student for a school to restrict privileges and activities of students who owe money for school meals if those same restrictions apply to students who owe money for other school-related purposes, **or to provide a student with an alternative meal as provided above.**
2. Requiring a student who cannot pay for a school food program meal to perform chores or other work to pay for the meal, unless chores or other work are required of all students regardless of their ability or inability to pay for a school food program meal.
3. Requiring a student to discard a school food program meal after it was served to the student due to the student's inability to pay for the meal or due to a negative school meal account balance.

This policy and any applicable procedures or administrative regulations regarding school meal charges and school meal accounts shall be communicated annually to school administrators, school food service personnel, other appropriate school staff, and contracted food service personnel.

The district shall provide parents/guardians with a written copy of this policy and any applicable procedures or administrative regulations at the start of each school year, when a student enrolls in school after the start of the school year, and when a parent/guardian is notified of a negative school meal account balance.

{ } The district shall annually inform parents/guardians, students and staff about the contents of this policy and any applicable procedures via the district website, student handbooks, newsletters, posted

notices and/or other efficient communication methods.

Collection of Unpaid Meal Charges

Reasonable efforts shall be made by the district to collect unpaid meal charges from parents/guardians. Efforts taken in the collection shall not have a negative impact on the student involved, but shall focus primarily on the parents/guardians responsible for providing funds for meal purchases.

Procurement

Procurement of goods or services for the food service program shall meet the requirements of applicable law, regulations and Board policy and procedures.[26][27][28]

Professional Standards for Food Service Personnel

The district shall comply with the professional standards for school food service personnel who manage and operate the National School Lunch and School Breakfast Programs. For purposes of this policy, **professional standards** include hiring standards for new food service program directors and annual continuing education/training for all individuals involved in the operation and administration of school meal programs. Such professional standards shall apply to both district-operated food service programs and contracted food service programs.[6][7][18][29]

School Food Safety Inspections

The district shall obtain two (2) safety inspections per year in accordance with local, state, and federal laws and regulations.[16][17][30]

The district shall post the most recent inspection report and release a copy of the report to members of the public, upon request.

School Food Safety Program

The district shall comply with federal requirements in developing a food safety program that enables district schools to take systematic action to prevent or minimize the risk of foodborne illness among students.[8][10][16]

The district shall maintain proper sanitation and health standards in food storage, preparation and service, in accordance with applicable state and local laws and regulations and federal food safety requirements.[17][30][31]

NOTES:

When a district contracts for food services, use master as-is except delete the paragraphs under Guidelines starting with "Surplus accounts..." and "All funds derived..."

Summer Food Service – 42 U.S.C. Sec. 1751 et seq
7 CFR Part 225

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| | |
|---------|--|
| Book | Policy Manual |
| Section | 900 Community |
| Title | Public Attendance at School Events |
| Code | 904 Vol V 2018 |
| Status | First Reading |
| Legal | 1. 35 P.S. 1223.5 2. 24 P.S. 511 3. 24 P.S. 775 4. 24 P.S. 510.2 5. 20 U.S.C. 7183 6. 24 P.S. 1303-A 7. Pol. 805.1 8. 18 Pa. C.S.A. 6305 9. 22 PA Code 10.2 10. 22 PA Code 10.22 11. 24 P.S. 1302.1-A 12. 28 CFR 35.136 13. 43 P.S. 953 14. Pol. 718 20 U.S.C. 7181 et seq 28 CFR Part 35 |

Purpose

The Board welcomes the public at activities and events sponsored by the school district, but the Board also acknowledges its duty to maintain order and preserve school facilities during such events.

Definitions

For purposes of this policy, **tobacco** includes a lighted or unlighted cigarette, cigar, **cigarillo**, **little cigar**, pipe or other smoking product or material and smokeless tobacco in any form **including chewing tobacco, snuff, dip or dissolvable tobacco pieces**.^[1]

For purposes of this policy, nicotine shall mean a product that contains or consists of nicotine in a form that can be ingested by chewing, smoking, inhaling or through other means.

For purposes of this policy, a nicotine delivery product shall mean a product or device used, intended for use or designed for the purpose of ingesting nicotine or another substance. This definition includes, but is not limited to, any device or associated product used for what is commonly referred to as vaping or juuling.

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, alcoholic beverages and weapons on school premises.[2][3]

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.[4]

Guidelines

Tobacco/Nicotine

The Board prohibits **use of tobacco, nicotine and nicotine delivery products** by any persons in its school buildings and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.[1][5]

{ } The Board designates specific areas for **use of tobacco, nicotine and nicotine delivery products** by the public on property owned, leased or controlled by the district that is at least fifty (50) feet from school buildings, stadiums and bleachers.[1]

This policy does not prohibit the use of a nicotine patch, gum or lozenge as a smoking cessation product by adult members of the public in attendance at school events.

Reporting -

The Superintendent shall annually, by July 31, report all incidents of possession, use or sale of tobacco, nicotine and nicotine delivery products by any person on school property to the Office for Safe Schools on the required form.[6][7]

Additional Reports – Tobacco Only -

The Superintendent or designee may report incidents involving the sale of tobacco to minors by any person 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.[6][7][8][9][10][11]

Free Admittance

- ~~{ } Senior citizens who are district residents and are _____ years of age or older shall be admitted~~
- ~~_____ () without charge~~
- ~~_____ () at a reduced fee~~
- ~~_____ () to all school events.~~
- ~~_____ () to all school athletic events.~~

~~{ } District personnel will be admitted~~

~~—— () to all school events~~

~~—— () at no charge.~~

~~—— () at a reduced fee.~~

~~{ } Free passes to school events will be available to each Board member.~~

~~—— () and a guest.~~

~~{ } The Board will honor athletic passes from all districts that are members of conferences in which teams of this district compete and honor the passes of this district.~~

Service Animals

Individuals with disabilities may be accompanied by their service animals while on district property for events that are open to the general public in accordance with Board policy and state and federal laws and regulations.^{[12][13][14]}

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| | |
|---------|---|
| Book | Policy Manual |
| Section | 700 Property |
| Title | Crowdfunding |
| Code | 702.1 Vol II 2019 |
| Status | First Reading |
| Legal | 1. Pol. 229 2. Pol. 702 3. Pol. 122 4. Pol. 123 5. Pol. 150 6. Pol. 113.4 7. Pol. 216 8. Pol. 324 9. 20 U.S.C. 1232g 10. 22 PA Code 15.9 11. 34 CFR 99.3 12. 7 CFR 210.11 13. Pol. 246 14. Pol. 103.1 15. Pol. 113 24 P.S. 216 24 P.S. 1603-C 34 CFR Part 99 7 CFR Part 210 |

Purpose

The Board recognizes that crowdfunding has become an increasingly popular method by which school districts can procure funding for specific projects and/or programs.

Authority

(If the second paragraph below is chosen, disregard remainder of the policy)

{ } The Board permits district employees and eligible organizations to maximize opportunities to obtain resources for the benefit of students and the district; however, unregulated use of

crowdfunding on behalf of the district can expose the district, the employee, and an organization to significant potential legal liability. The Board adopts this policy to effectively mitigate risks and establish parameters for the use of crowdfunding on behalf of the district. Organizations not granted formal recognition by the Board as an eligible organization shall not engage in crowdfunding on behalf of the district.

{ } The Board prohibits the use of crowdfunding by district employees or organizations on behalf of the district.

Definitions

Crowdfunding shall mean a mechanism by which an individual or organization solicits and accepts donations from the general public, via specially-designed websites, to fund a specific purpose or cause. **Crowdfunding** shall not include requests for donations the district makes using its own website or social media platforms.

Eligible organizations shall mean

{X } booster groups

{X } parent organizations

{X } school-sponsored student organizations [1]

{X } educational foundations

{ } Other _____

~~that have been formally recognized by the Board~~ and may be granted permission to utilize crowdfunding upon proper application and subsequent **Board** approval.

A **crowdfunding campaign** shall mean an approved crowdfunding request that has been set up and is actively soliciting and accepting donations.

A **crowdfunding request** shall mean the form and related information submitted by an individual who, or eligible organization that, seeks permission to engage in a crowdfunding campaign.

A **crowdfunding site**, for the purposes of this policy, shall mean one that has been approved by the Board or designated administrator.

Individual, for purposes of this policy, shall mean a district employee.

Resources include donated funds, items purchased with donated funds, and, when the crowdfunding site directly provides the items, the items themselves.

Delegation of Responsibility

The

{ } Board

{X} Superintendent

{ } Business Manager

shall approve crowdfunding sites for use by individuals and eligible organizations based on the criteria outlined in this policy.

The

☐ Business Manager

☒ Superintendent

☐ Other _____

shall maintain a list of approved crowdfunding sites and update the list as needed.

It shall be the responsibility of the

☐ Board to approve all crowdfunding requests.

☒ Superintendent

☐ Business Manager

to approve all crowdfunding requests totaling \$1,000 or less. When the crowdfunding request is more than \$1,000, Board approval shall be required.

If the crowdfunding request is approved, the requester shall be responsible for:

1. Preparing all materials and information related to the crowdfunding campaign.
2. Keeping district administrators apprised of the status of the campaign.
3. Following all applicable laws, Board policies, and administrative regulations, including the requirements, policies and/or regulations established by the crowdfunding site.

Guidelines

The district reserves the right to withhold approval of any crowdfunding request or terminate a pre-approval for a crowdfunding campaign for any reason.

The district reserves the right to refuse to accept funds that have been raised through a crowdfunding campaign if it discovers that the campaign violated this policy or any of the crowdfunding site's requirements, policies and/or regulations.

All resources obtained through crowdfunding campaigns are the property of the district.[2]

While preference shall be given for the resources to be used and maintained by the individual or eligible organization who originally obtained them through crowdfunding, the district reserves the right to transfer such resources to another classroom, program and/or individual, as necessary.[3][4][5]

Approval of Crowdfunding Sites

When evaluating crowdfunding sites to be approved for use by individuals or eligible organizations, the

☐ Board

☒ Superintendent

☐ Business Manager

shall consider the following:

1. The crowdfunding site shall be operated by a legitimate corporation or limited liability company with no history of fraud, unlawful activity, financial mismanagement, or other misconduct.

2. {X} The crowdfunding site shall publicly display details about each resource funded (unit cost, vendor, etc.) and provide easy-to-understand explanations of fees and overhead costs.
3. Crowdfunding sites that provide requested items in lieu of direct funds shall be given preference.
4. The crowdfunding site shall require that all resources secured by an individual or eligible organization on behalf of the district go directly to the school or district program listed in the crowdfunding request, not the individual who, or the eligible organization that, submitted the crowdfunding request.
5. Sites designed for crowdfunding by schools and/or educators shall be given preference, as long as they otherwise meet the requirements of this section.
6. { } Other _____.

All crowdfunding campaigns shall utilize one (1) of the approved crowdfunding sites.

Approval of the Crowdfunding Request

Individuals who, and eligible organizations that, wish to use crowdfunding to obtain resources for classroom or school purposes shall submit a written request to the

{ } Board

{X} Superintendent

{ } Business Manager

for approval at least 10 days before the desired start of the crowdfunding campaign.

The crowdfunding request shall include:

1. The name and job title of the individual requester or, if the applicant is an eligible organization, the names of two (2) members of the eligible organization, and their position within the eligible organization, who shall be responsible for overseeing the crowdfunding campaign.
2. The crowdfunding site to be used.
3. The requested item(s) and/or the amount of funds targeted to be raised in order to purchase the item(s).
4. The school, classroom, program, and/or activity to be benefitted.
5. The exact language, as well as any graphics, that will be included in the post on the crowdfunding site.
6. The projected start and end dates of the post on the crowdfunding site.
7. A list and description of any social media platforms and/or accounts that will be used to promote the crowdfunding campaign, including the identification of the individuals/organizations to whom such accounts belong.
8. A description of any other methods/channels that will be used to promote/market the crowdfunding campaign.
9. { } Other _____.

The individual(s) reviewing the crowdfunding request shall ensure that:[1][2]

1. The crowdfunding request does not conflict with other district fundraising efforts.
2. The district does not already have the requested resources.
3. The district can adequately utilize, support, store, and maintain the resources, if received.
4. The crowdfunding campaign is compliant with all applicable federal and state laws and regulations, and Board policies and administrative regulations.
5. The district, staff and/or students are not portrayed in a negative light.
6. The crowdfunding request is compatible with the district's educational program, mission, vision, shared values, curriculum, and district initiatives.

Use of Crowdfunding

{ } To ensure the successful use of crowdfunding for district purposes, the district may provide the following:

1. { } Training for individuals and members of eligible organizations on the use of crowdfunding, including district technology requirements or preferences, to best align with district initiatives and curriculum.
2. { } District expectations, Board policies and administrative regulations for the protection of private information.[6][7][8]
3. { } Recommended external messaging or logo/branding guidelines that align with district standards.
4. { } A maximum dollar amount permitted to be raised by crowdfunding.
5. { } A listing of items that may and may not be obtained through crowdfunding.

Where crowdfunding resources are in the form of funds, such funds shall be sent to the district's Business Manager, who shall ensure the appropriate accounting and holding of such funds until they are used for their stated purpose.

Where crowdfunding resources are in the form of the requested items, all items must be delivered directly to the principal of the building in which they will be used.

✕ For every crowdfunding campaign, individuals and eligible organizations ~~shall~~ **may** be required to report the following to the individual approving crowdfunding requests: how the resources were used in the school, classroom, program, and/or activity to be benefitted and how the students and the district benefitted.

All crowdfunding campaigns involving classroom materials, projects or resources must be consistent with district-approved curriculum.

The Business Manager shall be promptly notified of any unused funds.

The building principal shall maintain control and discretion over unused items or items that can be used after the conclusion of the project for which the items were sought.

Prohibitions

Crowdfunding campaigns may not:

1. Include pictures or personally identifying information of district students in the crowdfunding post, or on the posting individual's home or biography page on the crowdfunding site, without

proper consent.[6][7][9][10][11]

2. Be used for the personal gain of any individual.
3. Request food items that do not meet the Smart Snacks standards of the USDA regulations for school nutrition.[12][13]
4. Contain language that suggests, infers or states that:
 - a. The resources sought are required for, or otherwise integral to, a student's special education program, necessary for a student to achieve his/her Individualized Education Program (IEP) goals, or essential to ensure participation of a student or students with disabilities in school or any program offered by the district.[14][15]
 - b. The school does not have enough resources.

Individuals may not keep resources for personal use.

Individuals who are not employees of the district or authorized as part of an eligible organization may not engage in crowdfunding on behalf of the district.

NOTES:

If district has a booster club or similar policy (typically 915), add policy reference after the following language: "Organizations not granted formal recognition by the Board as an eligible organization shall not engage in crowdfunding on behalf of the district."

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