

**MONTOURSVILLE AREA SCHOOL DISTRICT
BOARD MEETING
TUESDAY, DECEMBER 1, 2020
7:00 P.M.
MONTOURSVILLE AREA SCHOOL DISTRICT**

Re-Organizational Agenda

- I. Call to Order – Brandy Smith**
- II. Roll Call**
- III. Appointment of Temporary Board President**
- IV. Nominations for Board President**
- V. Nominations for Vice President**
- VI. Meeting Place, Time and Dates**

**MONTOURSVILLE AREA SCHOOL DISTRICT
BOARD MEETING
TUESDAY, DECEMBER 1, 2020
7:00 P.M.
MONTOURSVILLE AREA SCHOOL DISTRICT**

AGENDA

- I.** Roll Call to Order
 - A.** Salute to the Flag
 - B.** Recognitions and Presentations
 - C.** Student Representative Presentation

- II.** Reading of the Minutes; Approval

- III.** Prior Presentation Period (5 minutes/person)

- IV.** Public Comment on Agenda Items (3 minutes/person)

- V.** Business Manager's Report
 - A.** General Fund and Cafeteria Treasurer's Report
 - B.** Budgetary Transfers
 - C.** Presentation of Bills (Roll Call)
 - D.** Business

- VI.** Superintendent's Report
- VII.** Agenda Items
- VIII.** Other Reports
 - A.** Committee Reports
 - 1.** PSBA
 - 2.** Policy Committee
 - 3.** IU Representative
 - 4.** LCTC Representative
 - 5.** Memorial Gardens
 - 6.** Budget
 - 7.** Building and Grounds
 - 8.** Montoursville Foundation
 - 9.** Extra-Curricular

- IX.** Public Comment (3 minutes/person)

- X.** Adjournment

**Montoursville Area School District
Business Manager's Report
December 1, 2020
7:00 PM**

Treasurer's Report:

TR-1 General Fund (Attachment)

TR-2 Cafeteria Fund (Attachment)

Presentation of Bills:

PB-1 General Fund (Attached)

Approve list of bills per attached list:

Amounts paid from General Fund	\$	2,299,432.74
Amounts to be paid at this meeting	\$	<u>136,333.96</u>
Total	\$	2,435,766.70

PB-2 Cafeteria Fund (Attached)

Approve list of bills per attached list:

Amounts paid since last meeting	\$	14,683.36
Amounts to be paid at this meeting	\$	<u>32,921.81</u>
Total	\$	47,605.17

Fund Accounting Check Summary

LIQUID ASSET FUND - From 11/01/2020 To 12/01/2020

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00060020	PIAA DISTRICT IV	PRESALE TICKETS.....		1,824.00
00060021	BB&T ITEM PROCESSING CENTER	2015B GOB PAYMENT.....		1,115,672.10
00060022	BSN SPORTS, INC.	SIGNAGE.....		4,754.10
00060023	JAMES A. CAMPBELL / CAMPBELL BUSING	CONTRACTED CARRIERS.....		6,307.20
00060024	ECONOMY AUTO PARTS	REPAIRS, VEHICLES.....		143.47
00060025	FILTECH INC.	AIR FILTERS.....		7,655.51
00060026	FRONTIER	COMMUNICATIONS.....		223.13
00060027	LANCASTER-LEBANON IU 13	SUPPLIES.....		23,214.00
00060028	ELERY W NAU INC	SUPPLIES.....		164.69
00060029	PAUL SMITH	INSTALLMENT.....		2,500.00
00060030	THE LINCOLN LIBRARY PRESS	BOOKS & PERIODICALS.....		1,270.00
00060031	VERITIV OPERATING COMPANY	SUPPLIES.....		705.24
00060032	FBI LLC	RE TAX REFUND.....	560-10042.....	53.75
00060033	MORTGAGE CONNECT LP	RE TAX REFUND.....	120-14297.....	9.50
00060034	BRIAN L. BAIR	PROF-TECH SRVCS - OFFICIALS.....		11.00
00060035	JAMES L. BERGEN	PROF-TECH SRVCS - OFFICIALS.....		53.00
00060036	JOSEPH W. BROWN	PROF-TECH SRVCS.....		53.00
00060037	EDWARD A. GIOFFI	PROF-TECH SRVCS - OFFICIALS.....		68.00
00060038	EUGENE F. FAIRFAX	PROF-TECH SRVCS - OFFICIALS.....		11.00
00060039	DAVE FREY	PROF-TECH SRVCS - OFFICIALS.....		64.00
00060040	PHILLIP L. GINGERY	PROF-TECH SRVCS - OFFICIALS.....		68.00
00060041	DOUGLAS E. KESSLER	PROF-TECH SRVCS - OFFICIALS.....		11.00
00060042	ROBERT E. LEWIS	PROF-TECH SRVCS - OFFICIALS.....		11.00
00060043	KEVIN J. MCNAMARA	PROF-TECH SRVCS - OFFICIALS.....		53.00
00060044	RODNEY A. METZGER	PROF-TECH SRVCS - OFFICIALS.....		11.00
00060045	KENNETH W. NASH, JR.	PROF-TECH SRVCS - OFFICIALS.....		53.00
00060046	JAMES A. CAMPBELL / CAMPBELL BUSING	CONTRACTED CARRIERS.....		3,000.00
00060047	JEAN SERVICES	CONTRACTED CARRIERS.....		9,865.65
00060048	KOSER BUSING	CONTRACTED CARRIERS.....		45,471.75
00060049	PROMISED LAND BUSING INC	CONTRACTED CARRIERS.....		39,054.46
00060050	806 TECHNOLOGIES	TECHNICAL SERVICES.....		2,500.00
00060051	A & W PRINTWEAR	SHIRTS.....		151.00
00060052	ACHIEVEMENT HOUSE CHARTER SCH	TUITION CHARTER SCHOOL.....		935.27
00060053	ACT-1 SPECIALTIES	SUPPLIES.....		25.00
00060054	RONDA ALBERT	AP COORDINATOR REBATE.....		250.00
00060055	AMERICAN TIME INTEGRATED	CLOCKS.....		775.51

* Denotes Non-Negotiable Transaction

p - Prenote

c - Credit Card Payment

- Payables within Check

Fund Accounting Check Summary

LIQUID ASSET FUND - From 11/01/2020 To 12/01/2020

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00060056	SOLUTIONS	REPAIRS/MAINT. EQUIP.....		687.73
00060057	ASSETTGENIE INC	COMMUNICATIONS.....		203.65
00060058	AT&T MOBILITY	REPAIRS, VEHICLES.....		250.32
00060059	BEST LINE EQUIPMENT	SUPPLIES.....	COMMUNICATIONS.....	7,513.13
00060059	BLAST INTERMEDIATE UNIT 17	SUPPLIES.....		118.23
00060060	BLICK ART MATERIALS	TUITION OTHER LEA/STATE.....		2,748.72
00060061	BUCKS COUNTY I.U. #22	REPAIRS, VEHICLES.....		31.95
00060062	CARR'S TRAILORS AND SUPPLIES	DUES & FEES.....		32.00
00060063	CENTRAL PA TENNIS CENTER	TUITION CHARTER SCHOOL.....		43,041.04
00060064	COMMONWEALTH CHARTER ACADEMY	MILEAGE.....		8.80
00060065	PATRICIA CONFER	EQUIP ORI & ADDITIONAL.....		249.50
00060066	UZBL LLC	REPAIRS & MAINT.....		2,880.38
00060067	COUKART & ASSOCIATES	TECHNICAL SERVICES.....		56.59
00060068	CENTRAL SUSQUEHANNA IU 16	SUPPLIES.....		332.20
00060069	DELPHI GLASS	EQUIP ORI & ADDITIONAL.....		1,149.50
00060070	DEMANS TEAM SPORTS	DUES & FEES.....		429.75
00060071	DISCOVERY BENEFITS, INC.	TUITION CHARTER SCHOOL.....		3,393.76
00060072	DR. ROBERT KETTERER CHARTER	EXTERMINATION SERVICES.....		267.00
00060073	RENTOKIL NORTH AMERICA, INC.	OTH PRCH PROF&TECH SVCS.....		45.83
00060074	ENVIRONMENTAL SERVICE	LABORATORIES, INC.		575.67
00060075	FRONTIER	COMMUNICATIONS.....		69.28
00060076	GRIZZLY INDUSTRIAL INC	SUPPLIES.....		2,565.00
00060077	FRED HAMM INC	DISPOSAL SERVICES.....		92.47
00060078	HERMANCE MACHINE CO	SUPPLIES.....		11,434.88
00060079	INSIGHT PA CYBER CHARTER SCHOOL	TUITION CHARTER SCHOOL.....		2,526.00
00060080	SCHOOL	TUITION OTHER LEA/STATE.....		1,253.00
00060081	JUSTICE WORKS YOUTHCARE	PROF-TECH SRVCS.....		150.00
00060081	LEVIN LEGAL GROUP, P.C.	TUITION - OTHER.....		25.00
00060082	LINCOLN LEARNING SOLUTIONS	SUPPLIES.....		235.37
00060083	MARY BETH LOGUE	SUPPLIES.....		600.00
00060084	LOWE'S HOME CENTER INC	REPAIRS/MAINT. EQUIP.....		1,998.54
00060085	MARCO TECHNOLOGIES	PROF-TECH SRVCS.....		16.21
00060086	MITCHELL GALLAGHER ATTORNEYS AT LAW	TRAVEL.....		2,770.30
00060087	TRICIA MOSER	TUITION CHARTER SCHOOL.....		1,413.00
00060088	MURPHY BUTTERFIELD & HOLLAND P.C.	PROF-TECH SRVCS.....		
00060089	NORTH CENTRAL SIGHT SERVICES	HAND SANITIZER.....		

- Payables within Check P - Prenote * Denotes Non-Negotiable Transaction c - Credit Card Payment

11/24/2020 01:54:41 PM d - Direct Deposit MONTOURSVILLE AREA SCHOOL DIST Page 2

Fund Accounting Check Summary

LIQUID ASSET FUND - From 11/01/2020 To 12/01/2020

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00060090	INC. THE PENNSYLVANIA CYBER CHARTER	TUITION CHARTER SCHOOL.....		18,547.28
00060091	PA DEPARTMENT OF ENVIRONMENTAL PROTECTION	DUES & FEES.....		65.00
00060092	PMEA	DUES & FEES.....		40.00
00060093	PPL ELECTRIC UTILITIES	ELECTRICITY.....		6,474.15
00060094	PPL ELECTRIC UTILITIES	ELECTRICITY.....		721.26
00060095	PUBLIC SCHOOL EMPLOYEES	RETIREMT CONTRIBUTIONS.....		495.91
00060096	QUADIENT LEASING USA, INC.	COMMUNICATIONS.....		208.89
00060097	REACH CYBER CHARTER SCHOOL	TUITION CHARTER SCHOOL.....		4,676.36
00060098	ROWE SPRINKLER SYSTEMS INC.	REPAIRS & MAINT.....		490.00
00060099	SCHOOL SPECIALTY INC	SUPPLIES.....		250.50
00060100	ROBERT M SIDES INC	FACE MASK.....	REPAIRS/MAINT. EQUIP.....	1,067.35
00060101	JOY SNYDER	OCTOBER MILEAGE.....		45.43
00060102	ST JOHN NEUMANN REGIONAL ACADEMY MUSIC DEPT.	SUPPLIES.....		821.79
00060103	SUN GAZETTE CO	ADVERTISING.....		98.77
00060104	SUSQUEHANNA FIRE EQUIPMENT COMPANY	REPAIRS & MAINT.....		265.00
00060105	SWEET STEVENS KATZ & WILLIAMS LLP	PROF-TECH SRVCS.....		136.50
00060106	JEAN THIBEAULT	SUPPLIES.....		1,540.16
00060107	THINKING CAP QUIZ BOWL	DUES & FEES.....		85.00
00060108	UPMC	PROF-TECH SRVCS.....		4,284.00
00060109	VERITIV OPERATING COMPANY	SUPPLIES.....		194.00
00060110	VERIZON WIRELESS	COMMUNICATIONS.....		785.69
00060111	WELD TEC SERVICE & SALES	SUPPLIES.....		51.00
00060112	WEX BANK	GASOLINE.....		241.91
00060113	CHRISTOPHER K HUGHES	RE TAX REFUND.....	RE TAX REFUND.....	946.43

10-GENERAL FUND 1,398,689.51

Grand Total Manual Checks : 0.00
 Grand Total Regular Checks : 1,398,689.51
 Grand Total Direct Deposits: 0.00
 Grand Total Credit Card Payments: 0.00
 Grand Total All Checks : 1,398,689.51

- Payables within Check P - Prenote d - Direct Deposit c - Credit Card Payment
 11/24/2020 01:54:42 PM MONTOURVILLE AREA SCHOOL DIST Page 3

* Denotes Non-Negotiable Transaction

Fund Accounting Check Summary

LIQUID ASSET FUND - From 11/01/2020 To 12/01/2020

facksmc

Check# 21000130 Through Check# 21000146

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
*21000130	PAYROLL ACCOUNT	NET PAY.....		345,949.72
*21000131	PA STATE COLLECTION &	CHILD SUPPORT.....		259.07
*21000132	INTERNAL REVENUE SERVICE	FEDERAL PAYROLL TAXES.....		124,339.54
*21000133	PA DEPARTMENT OF REVENUE	STATE PAYROLL TAXES.....		15,724.09
*21000134	PUBLIC SCHOOL EMPLOYEES	EMPLOYEE RETIREMENT VOYA.....	EMPLOYER RETIREMENT VOYA.....	1,196.50
*21000135	TSA CONSULTING GROUP, INC.	EMPLOYEE 403B REMITTANCE.....		13,355.20
*21000136	DISCOVERY BENEFITS, INC.	EMPLOYEE HSA REMITTANCE.....		16,333.02
*21000137	DELTA DENTAL OF PA	DENTAL CLAIMS AND PREMIUMS.....		2,539.90
*21000138	WILMINGTON TRUST FEE	2016 GOB PAYMENT.....		267,317.50
	COLLECTIONS			
*21000139	WILMINGTON TRUST FEE	2019 GOB PAYMENT.....		121,780.00
	COLLECTIONS			
*21000140	WILMINGTON TRUST FEE	2020 GOB PAYMENT.....		123,535.01
	COLLECTIONS			
*21000141	GE MONEY BANK/AMAZON	TRUCK SEAT COVER.....	TRUCK SEAT CUSHION.....	517.41
*21000142	FOUNDATION BUILDING	RADAR.....		468.60
	MATERIALS			
*21000143	ZOOM VIDEO COMMUNICATIONS, INC.	ZOOM INVOICE.....		154.49
*21000144	GE MONEY BANK/AMAZON	TONER.....		194.80
*21000145	WALMART COMMUNITY/RFCSLIC	GAMES.....		45.83
*21000146	GE MONEY BANK/AMAZON	BOOKS.....	SIGNS.....	3,366.51
			10-GENERAL FUND	1,037,077.19
			Grand Total Manual Checks :	1,037,077.19
			Grand Total Regular Checks :	0.00
			Grand Total Direct Deposits:	0.00
			Grand Total Credit Card Payments:	0.00
			Grand Total All Checks :	1,037,077.19

- Payables within Check P - Prenote * Denotes Non-Negotiable Transaction C - Credit Card Payment

11/24/2020 01:57:09 PM MONTOURSVILLE AREA SCHOOL DIST Page 1

Fund Accounting Check Summary

MASD CAFETERIA - From 11/01/2020 To 12/01/2020

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00003119	NUTRITION, INC.	FOOD SERVICE MANAGEMENT.....		14,561.76
00003120	SEAN HENRY	CAFE REFUND.....	310220.....	86.50
00003121	TRACY MOYER	CAFE REFUND.....	282920.....	35.10
00003122	GENERAL FUND	REIMBURSE CREDIT CARD PURCHASE.....		269.82
00003123	NUTRITION, INC.	FOOD SERVICE MANAGEMENT.....		31,408.46
00003124	REFRIGERATION SERVICE CO	REPAIRS/MAINT. EQUIP.....		1,243.53

50-CAFETERIA

47,605.17

Grand Total Manual Checks : 0.00
 Grand Total Regular Checks : 47,605.17
 Grand Total Direct Deposits: 0.00
 Grand Total Credit Card Payments: 0.00
 Grand Total All Checks : 47,605.17

- Payables within Check * Denotes Non-Negotiable Transaction c - Credit Card Payment
 P - Prenote d - Direct Deposit

**Montoursville Area School District
School Board Agenda
December 1, 2020
7:00 PM
Virtually**

General:

- G-1 Approval of an agreement between Montoursville Area School District and BLaST IU 17 for IDEA 619 Early Intervention agreement. (Attachment)
- G-2 Approval of the designation of Brandy N. Smith, Business Manager, as agent for the Montoursville Area School District for the purpose of obtaining financial assistance under the Robert T. Stafford Disaster Relief and Emergency Assistance Act. (Attachment)

Personnel:

- P-1 Approval of the following change of leave of absence from a member of the professional staff:

<u>Employee</u>	<u>Leave Dates</u>	<u>Changed To</u>
101342	December 6, 2020 to January 31, 2021	December 1, 2020 to February 28, 2021

- P-2 Approval of the following resignation from a member of the coaching staff, effective November 10, 2020:

<u>Coach</u>	<u>Sport</u>	<u>Position</u>
John Keefer	Football	Head Coach

- P-3 Approval of the following changes to the coaching staff for the 2021-2022 school year:

<u>Coach</u>	<u>Sport</u>	<u>Position</u>	<u>Stipend</u>	<u>Replacement for:</u>
Michael Boughton	Varsity Football	Head Coach	\$6,860	John Keefer

- P-4 Approval of the following addition to fill a long-term position:

<u>Employee</u>	<u>Position</u>	<u>Dates</u>	<u>Replacement for:</u>
Erica Hepburn	Elementary	January 26, 2021 until the end of the 2020-21 School Year	100830

Transportation:

- T-1 Approval for Promiseland Bussing rates in the amount of \$2,394.68 for November 2020. (Attachment)

T-2 Approval of the following additions to the School Bus Drivers list for the 2020-2021 school year:

Driver:	Bus Contractor
Arielle Rood	Promiseland Bussing
Tiffany Rood	Promiseland Bussing