

MONTOURSVILLE AREA SCHOOL DISTRICT
BOARD MEETING
TUESDAY, JUNE 8, 2021
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)
 - A.** Rev. Joseph Shimko, Associate Pastor, Faith United Methodist Church
 - B.** John Ravert and Students
- IV.** Public Comment on Agenda Items (3 minutes/person). Residents and Tax Payers may comment on matters of concern, official action, or deliberating before the board. Members of the Public will be provided one unpaused three-minute time frame
- 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). Residents and Tax Payers may comment on matters of concern official action, or deliberating before the board. Members of the Public will be provided one unpaused three-minute time frame.
- X.** Adjournment

Montoursville Area School District
Business Manager's Report
June 8, 2021
7:00 PM

Treasurer's Report:

TR-1 General Fund (Attachment)

TR-2 Cafeteria Fund (Attachment)

Budgetary Transfers:

BT-1 Budgetary Transfer Request Forms (Attachment)

Presentation of Bills:

PB-1 General Fund (Attached)

Approve list of bills per attached list:

Amounts paid from General Fund	\$	2,098,415.76
Amounts to be paid at this meeting	\$	<u>207,876.65</u>
Total	\$	2,306,292.41

PB-2 Cafeteria Fund (Attached)

Approve list of bills per attached list:

Amounts paid since last meeting	\$	37,220.62
Amounts to be paid at this meeting	\$	<u>83,838.75</u>
Total	\$	121,059.37

TREASURER'S REPORT

GENERAL FUND

	MAY	YEAR TO DATE	20-21 BUDGET
Beginning Balance	\$7,465,385.21	\$5,424,552.62	
Receipts:			
Current Real Estate Taxes	0.00	12,173,071.41	12,181,630.00
Current Interim Real Estate Taxes	279.64	9,795.14	20,000.00
Public Utility Realty Tax	0.00	15,753.47	15,000.00
Current In-Lieu of Taxes	0.00	45,447.25	45,000.00
Current Earned Income, Act 511	336,271.14	3,473,625.61	3,500,000.00
Real Estate Transfer, Act 511	16,524.08	200,322.47	200,000.00
Del. Real Estate Taxes	124,960.32	457,400.88	500,000.00
Del. Per Capita	0.00	55.00	0.00
Interest	98.65	4,195.53	20,000.00
Admissions	200.19	200.19	51,800.00
Activity Participation Fee	0.00	10,535.00	9,000.00
Other District Activity Income	32.00	24,893.34	0.00
Federal Revenue from Other Sources	0.00	386,600.00	0.00
I. U. Federal Funds	0.00	300,000.00	320,890.00
Rentals	0.00	0.00	3,000.00
Donations	5,000.00	19,997.10	0.00
Summer School	3,800.00	3,800.00	7,000.00
Tuition Payments	0.00	0.00	45,000.00
Driver Ed - Student Payments	2,085.00	17,090.00	26,250.00
Refund Prior Yr Expenses	51,292.78	55,120.12	0.00
Misc. Revenue	607.23	10,236.27	20,000.00
Basic Instructional Subsidy	0.00	5,327,140.00	7,156,443.00
FICA Taxes	106,996.56	278,331.51	468,850.00
Tuition Payment 1305/1306	0.00	0.00	0.00
Vocational Education	0.00	0.00	0.00
Special Education	0.00	989,720.00	1,298,906.00
Transportation	0.00	329,255.00	472,550.00
Transportation	0.00	2,310.00	0.00
Rental & Sinking Fund Payments	0.00	260,172.03	517,360.00
Medical & Dental Services	0.00	34,482.05	35,000.00
Property Tax Relief	0.00	511,799.12	511,799.00
Safe Schools Grant	0.00	194,064.00	0.00
Ready to Learn Grant	0.00	264,755.00	264,755.00
PA Smart Grant	0.00	0.00	0.00
Retirement	0.00	881,415.62	2,082,950.00
IDEA	0.00	4,021.65	0.00
Title I	0.00	102,452.15	286,866.00
Title II	0.00	19,223.95	53,827.00
Title IV	0.00	7,853.55	21,990.00
Other Restricted Federal Grants	0.00	10,843.93	197,438.00
ESSER Fund	0.00	0.00	0.00
Other CARES ACT Funding	0.00	191,690.19	0.00
PA Access Funding	0.00	0.00	0.00
Medical Assistance Reimbursement	0.00	1,843.33	0.00
Interfund Transfers	0.00	0.00	0.00
Sale of Fixed Assets	3,493.00	12,884.00	0.00
Insurance Recoveries	0.00	26,495.00	0.00
	\$651,640.59	\$26,658,890.86	\$30,333,304.00
Total Receipts & Beg. Balance	\$8,117,025.80	\$32,083,443.48	\$30,333,304.00

	MAY	YEAR TO DATE	20-21 BUDGET
Expenditures:			
Regular Programs	1,071,922.26	11,136,456.87	13,751,239.03
Special Programs	365,780.34	2,982,764.58	3,582,206.97
Vocational Programs	10,399.00	288,950.69	262,390.00
Other Instructional Programs	36,849.95	733,097.08	238,266.00
Nonpublic Programs	0.00	2,202.04	0.00
Pupil Personnel	85,738.81	739,703.46	895,871.00
Instructional Staff	176,596.16	1,318,014.67	1,106,634.00
Administration	133,503.01	1,589,549.11	1,774,868.29
Pupil Health	43,348.29	361,754.64	447,004.00
Business	32,320.56	371,464.00	424,064.00
Operation & Main. of Plant	205,729.60	2,311,604.46	2,420,139.00
Student Transportation	185,479.37	1,009,145.95	1,075,760.00
Student Activities	14,278.27	40,860.90	82,965.71
School Sponsored Athletics	70,845.25	395,673.91	568,604.00
Existing Building Improvement	0.00	0.00	0.00
Transfer to Debt Service	527,632.51	3,401,470.79	3,476,267.00
Transfer to Activity Fund	0.00	0.00	5,000.00
Refund of Prior YR Receipts	0.00	9,589.60	0.00
Extraordinary Items	0.00	0.00	0.00
Fund Transfers	0.00	0.00	0.00
Budgetary Reserve	0.00	0.00	597,438.00
Total Expenditures	\$2,960,423.38	\$26,692,302.75	\$30,708,717.00
Accounts Receivable	(621.12)	1,942,334.58	
Accounts Payable	(363,265.40)	1,814,228.61	
Ending General Ledger Cash Balance	\$5,519,246.70	\$5,519,246.70	
Santander Gen Fund Acct Balance	\$0.00	\$0.00	
PSDLAF Balance	\$5,489,238.12	\$5,489,238.12	
FNB Bank Balance	\$30,008.58	\$30,008.58	
Ending Balance	\$5,519,246.70	\$5,519,246.70	

Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 05/31/2021

TR-1

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Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
1000's							
1110	REGULAR PROGRAMS	13,433,992.03	10,937,354.20	10,937,354.20	81.83		2,439,820.17
1190	FEDERAL PROGRAMS - REG	317,247.00	199,102.67	199,102.67	62.75	56,817.66	118,144.33
1100	*TOTALS*	13,751,239.03	11,136,456.87	11,136,456.87	81.39	56,817.66	2,557,964.50
1211	LIFE SKILLS SUP-IV	318,187.00	318,186.69	318,186.69	99.99	0.00	0.31
1221	HEAR IMPAIRED SUP SVCS	734.00	734.14	734.14	100.01	0.00	-0.14
1224	BLIND OR VISUALLY IMPAI	16,075.00	16,074.57	16,074.57	99.99	0.00	0.43
1225	SPEECH AND LANGUAGE	227,965.00	205,732.86	205,732.86	90.24	0.00	22,232.14
1231	EMOTIONAL SUPPORT	499,239.00	294,335.49	294,335.49	58.95	0.00	204,903.51
1233	AUTISTIC SUPPORT	81,103.00	81,103.44	81,103.44	100.00	0.00	-0.44
1241	LEARNING SUP-ELEMENTARY	1,923,583.00	1,578,384.72	1,578,384.72	82.05	0.00	345,198.28
1243	GIFTED SUPP/ELEM/SEC	19,840.00	15,489.11	15,489.11	78.07	0.00	4,350.89
1260	PHYS OCCUP SUP SVCS	0.00	0.00	0.00	0.00	0.00	0.00
1271	MULTI-HANDICAPPED SUPP	91,130.00	91,128.65	91,128.65	99.99	0.00	1.35
1290	LEARNING SUPPORT	404,350.97	381,594.91	381,594.91	94.40	144.00	22,612.06
1200	*TOTALS*	3,582,206.97	2,982,764.58	2,982,764.58	83.27	144.00	599,298.39
1390	OTHER VOC ED PROGRAMS	262,390.00	288,950.69	288,950.69	110.12	0.00	-26,560.69
1300	*TOTALS*	262,390.00	288,950.69	288,950.69	110.12	0.00	-26,560.69
1410	DRIVERS EDUCATION	21,375.00	18,028.77	18,028.77	84.34	0.00	3,346.23
1420	OTH INSTR PROG-SUMMER	14,300.00	7,725.27	7,725.27	54.02	0.00	6,574.73
1430	HOMEBOUND INSTRUCTION	9,800.00	4,625.92	4,625.92	47.20	0.00	5,174.08
1441	ADJUDICATED/COURT PLACE	0.00	0.00	0.00	0.00	0.00	0.00
1442	ALTERNATIVE EDUCATION	189,000.00	198,174.99	198,174.99	104.85	0.00	-9,174.99
1490	ADDITIONL OTH INST PROG	3,791.00	504,542.13	504,542.13	0.00	0.00	-500,751.13
1400	*TOTALS*	238,266.00	733,097.08	733,097.08	307.68	0.00	-494,831.08
1500	NONPUBLIC SCHOOL	0.00	2,202.04	2,202.04	0.00	0.00	-2,202.04
1500	*TOTALS*	0.00	2,202.04	2,202.04	0.00	0.00	-2,202.04
Major Function - 1000's		17,834,102.00	15,143,471.26	15,143,471.26	85.23	56,961.66	2,633,669.08
2000's							
2120	GUIDANCE SERVICES	765,930.00	610,700.49	610,700.49	80.26	4,105.00	151,124.51
2140	PSYCHOLOGICAL SERVICES	123,180.00	123,181.26	123,181.26	100.00	0.00	-1.26
2150	SPEECH & HEARING SVRS	6,761.00	5,821.71	5,821.71	91.57	369.50	569.79
2100	*TOTALS*	895,871.00	739,703.46	739,703.46	83.06	4,474.50	151,693.04
2240	COMPUTER ASSISTED SVRS	627,302.00	791,696.43	791,696.43	128.29	13,086.08	-177,480.51
2250	SCHOOL LIBRARY SERVICES	237,420.00	225,130.92	225,130.92	95.02	466.55	11,822.53

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MONTOURVILLE AREA SCHOOL DIST

Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 05/31/2021

Account	Description	Current Budget	Period To Date Exp/Rovd	Year To Date Exp/Rovd	YTD % Used	Unliquidated Encumbrances	Balance
2260	CURRICULUM	5,500.00	86,114.14	86,114.14	1565.71	0.00	-80,614.14
2261	SPECIAL EDUCATION	219,712.00	207,645.18	207,645.18	94.54	77.42	11,989.40
2270	STAFF DEVELOPMENT	16,700.00	2,133.00	2,133.00	12.77	0.00	14,567.00
2271	STAFF DEVELOPMENT-CERT	0.00	0.00	0.00	0.00	0.00	0.00
2280	NONPUBLIC SERVICES	0.00	5,295.00	5,295.00	0.00	0.00	-5,295.00
2200	*TOTALS*	1,106,634.00	1,318,014.67	1,318,014.67	120.33	13,630.05	-225,010.72
2310	BOARD SERVICES	29,735.00	52,142.35	52,142.35	175.35	0.00	-22,407.35
2330	TX ASSES & COLLECT SRVC	110,400.00	90,428.13	90,428.13	81.90	0.00	19,971.87
2350	LEGAL & ACCT SVR	72,700.00	53,778.27	53,778.27	73.97	0.00	18,921.73
2360	OFFICE SUPERINTDNT SVCS	322,302.00	290,336.20	290,336.20	90.24	526.88	31,438.92
2370	COMMUNITY RELATIONS	0.00	0.00	0.00	0.00	0.00	0.00
2380	OFFICE PRINCIPAL SVCS	1,239,731.29	1,102,864.16	1,102,864.16	89.14	2,263.58	134,603.55
2300	*TOTALS*	1,774,868.29	1,589,549.11	1,589,549.11	89.71	2,790.46	182,528.72
2420	MEDICAL SERVICES	87,307.00	83,806.52	83,806.52	95.99	0.00	3,500.48
2440	NURSING SERVICES	359,697.00	277,948.12	277,948.12	77.58	1,114.31	80,634.57
2400	*TOTALS*	447,004.00	361,754.64	361,754.64	81.17	1,114.31	84,135.05
2500	BUSINESS OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
2511	SUPRV OF FISCAL SVRS	165,890.00	160,381.65	160,381.65	96.67	0.00	5,508.35
2519	OTHER FISCAL SERVICES	200,099.00	183,869.27	183,869.27	91.88	0.00	16,229.73
2540	PRINTING & PUBL SVRS	0.00	0.00	0.00	0.00	0.00	0.00
2590	OTH SUPP SVCS-BUSINESS	58,075.00	27,213.08	27,213.08	47.01	89.60	30,772.32
2500	*TOTALS*	424,064.00	371,464.00	371,464.00	87.61	89.60	52,510.40
2611	SUPV OF OP & MAINT SVRS	120,586.00	103,011.76	103,011.76	85.42	0.00	17,574.24
2619	SUPV OF OP & MAINT-OTHR	80,862.00	65,382.00	65,382.00	80.85	0.00	15,480.00
2620	OPER OF BLDG SVCS	1,934,198.00	1,900,633.13	1,900,633.13	99.01	14,501.43	19,063.44
2630	CARE & UPKEEP OF GROUND	142,187.00	118,723.62	118,723.62	83.49	0.00	23,463.38
2660	BUILDING SECURITY GUARD	142,306.00	123,853.95	123,853.95	87.03	0.00	18,452.05
2600	*TOTALS*	2,420,139.00	2,311,604.46	2,311,604.46	96.11	14,501.43	94,033.11
2700	STUDENT TRANSPORTATION	0.00	54.30	54.30	0.00	0.00	-54.30
2720	VEHICLE OPERATION SVCS	974,500.00	876,263.67	876,263.67	89.91	0.00	98,236.33
2730	MONITORING SERVICES	81,260.00	132,827.98	132,827.98	173.90	8,490.00	-60,057.98
2750	NONPUBLIC TRANSPORTATN	20,000.00	0.00	0.00	0.00	0.00	20,000.00
2700	*TOTALS*	1,075,760.00	1,009,145.95	1,009,145.95	94.59	8,490.00	58,124.05
Major Function - 2000's		8,144,340.29	7,701,236.29	7,701,236.29	95.11	45,090.35	398,013.65
3000's							

Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 05/31/2021

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
3210 STUDENT ACTIVITIES	82,965.71	40,860.90	40,860.90	49.50	210.00	41,894.81
3250 SCHL SPONSORED ATHLETICS	568,604.00	395,673.91	395,673.91	70.84	7,176.94	165,753.15
3200 *TOTALS*	651,569.71	436,534.81	436,534.81	68.13	7,386.94	207,647.96
3310 COMMUNITY RECREATION	0.00	0.00	0.00	0.00	0.00	0.00
3300 *TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
Major Function - 3000's	651,569.71	436,534.81	436,534.81	68.13	7,386.94	207,647.96
4000's						
4600 EXISTING BLDG. IMPROVE	0.00	0.00	0.00	0.00	0.00	0.00
4600 *TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
Major Function - 4000's	0.00	0.00	0.00	0.00	0.00	0.00
5000's						
5110 DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
5130 REFUND OF PRIOR YEAR RE	0.00	9,589.60	9,589.60	0.00	0.00	-9,589.60
5100 *TOTALS*	0.00	9,589.60	9,589.60	0.00	0.00	-9,589.60
5220 TRANS TO SPEC REV FUND	0.00	0.00	0.00	0.00	0.00	0.00
5230 TRANS TO CAP RESERVE FD	0.00	0.00	0.00	0.00	0.00	0.00
5240 TRANSFER TO DEBT SER	3,476,267.00	3,401,470.79	3,401,470.79	97.84	0.00	74,796.21
5251 TRANSFER TO FOOD SERVIC	0.00	0.00	0.00	0.00	0.00	0.00
5280 TRANSFER TO ACTIVITY FD	5,000.00	0.00	0.00	0.00	0.00	5,000.00
5200 *TOTALS*	3,481,267.00	3,401,470.79	3,401,470.79	97.70	0.00	79,796.21
5520 EXTRAORDINARY ITEMS-LOS	0.00	0.00	0.00	0.00	0.00	0.00
5500 *TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
5900 BUDGETARY RESERVE	597,438.00	0.00	0.00	0.00	0.00	597,438.00
5900 *TOTALS*	597,438.00	0.00	0.00	0.00	0.00	597,438.00
Major Function - 5000's	4,078,705.00	3,411,060.39	3,411,060.39	83.63	0.00	667,644.61
EXPENDITURE Totals	30,708,717.00	26,692,302.75	26,692,302.75	87.27	109,438.95	3,906,975.30

Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 05/31/2021

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
6000's							
6111	CURRENT REAL ESTATE TX	-12,181,630.00	-12,173,071.41	-12,173,071.41	99.92	0.00	-8,558.59
6112	INTERIM REAL ESTATE TAX	-20,000.00	-9,795.14	-9,795.14	48.97	0.00	-10,204.86
6113	PUBLIC UTIL REALTY TX	-15,000.00	-15,753.47	-15,753.47	105.02	0.00	753.47
6114	PAYMENTS LU OF CURR TX	-45,000.00	-45,447.25	-45,447.25	100.99	0.00	447.25
6120	CUR PER CAP TX SEC 679	0.00	0.00	0.00	0.00	0.00	0.00
6141	CUR 511 PER CAPITA TX	0.00	0.00	0.00	0.00	0.00	0.00
6151	CUR 511 EARN INCOME TX	-3,500,000.00	-3,473,625.61	-3,473,625.61	99.24	0.00	0.00
6153	CUR 511 RL EST TRANS TX	-200,000.00	-200,322.47	-200,322.47	100.16	0.00	-26,374.39
6100	*TOTALS*	-15,961,630.00	-15,918,015.35	-15,918,015.35	99.72	0.00	-43,614.65
6411	DELINQ REAL ESTATE TAX	-500,000.00	-457,400.88	-457,400.88	91.48	0.00	-42,599.12
6420	DELINQ PER CAPITA 679	0.00	-22.00	-22.00	0.00	0.00	22.00
6441	DELINQ PER CAP ACT 511	0.00	-33.00	-33.00	0.00	0.00	33.00
6452	DELINQUENT OCCUPAT TAX	0.00	0.00	0.00	0.00	0.00	0.00
6400	*TOTALS*	-500,000.00	-457,455.88	-457,455.88	91.49	0.00	-42,544.12
6510	INTEREST	-20,000.00	-4,195.53	-4,195.53	20.97	0.00	-15,804.47
6520	INTEREST ON INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00
6500	*TOTALS*	-20,000.00	-4,195.53	-4,195.53	20.97	0.00	-15,804.47
6710	ADMISSIONS	-51,800.00	-200.19	-200.19	0.38	0.00	-51,599.81
6740	PARTICIPATION FEE	-9,000.00	-10,535.00	-10,535.00	117.05	0.00	1,535.00
6790	OTHER LEA ACTIVITIES	0.00	-24,893.34	-24,893.34	0.00	0.00	24,893.34
6700	*TOTALS*	-60,800.00	-35,628.53	-35,628.53	58.59	0.00	-25,171.47
6820	REV IUS-COMWLTH FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
6821	STATE REV RECD OTHER	0.00	0.00	0.00	0.00	0.00	0.00
6831	FED REV FROM OTHER PUBS	0.00	0.00	0.00	0.00	0.00	0.00
6832	FED IDEA REVENUE	-320,890.00	-300,000.00	-300,000.00	93.49	0.00	-20,890.00
6837	CARES ACT PASS THROUGH	0.00	-386,600.00	-386,600.00	0.00	0.00	386,600.00
6839	FED REV FROM OTH INTEM	0.00	0.00	0.00	0.00	0.00	0.00
6800	*TOTALS*	-320,890.00	-686,600.00	-686,600.00	213.96	0.00	365,710.00
6910	RENTALS	-3,000.00	0.00	0.00	0.00	0.00	-3,000.00
6920	DONATION FROM PRIVATE	0.00	-19,997.10	-19,997.10	0.00	112.70	19,884.40
6941	REG DAY SCHOOL TUITION	0.00	0.00	0.00	0.00	0.00	0.00
6942	SUMMER SCHOOL TUITION	-7,000.00	-3,800.00	-3,800.00	54.28	0.00	-3,200.00
6944	TUITION FROM OTHER LEA	-45,000.00	0.00	0.00	0.00	0.00	-45,000.00
6949	DRIVER'S EDUCATION	-26,250.00	-17,090.00	-17,090.00	65.10	0.00	-9,160.00
6980	COMMUNITY SERV ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00
6991	REFUND PRIOR YR EXP	0.00	-55,120.12	-55,120.12	0.00	0.00	55,120.12

Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 05/31/2021

Account Description	Current Budget	Period To Date Exp/Rovd	Year To Date Exp/Rovd	YTD % Used	Unliquidated Encumbrances	Balance
6992 ENERGY EFFICIENCY REV	0.00	0.00	0.00	0.00	0.00	0.00
6999 ALL OTHER INCOME	-20,000.00	-10,236.27	-10,236.27	51.18	0.00	-9,763.73
6900 *TOTALS*	-101,250.00	-106,243.49	-106,243.49	104.82	112.70	4,880.79
Major Function - 6000's	-16,964,570.00	-17,208,138.78	-17,208,138.78	101.43	112.70	243,456.08
7000's						
7110 BASIC INSTRUCTNL SUBSI	0.00	0.00	0.00	0.00	0.00	0.00
7111 BASIC INSTRUCTIONAL SUB	-7,156,443.00	-5,327,140.00	-5,327,140.00	74.43	0.00	-1,829,303.00
7112 SOCIAL SECURITY REIMB	-468,850.00	-278,331.51	-278,331.51	59.36	0.00	-190,518.49
7160 SEC 1305 & 1306	0.00	0.00	0.00	0.00	0.00	0.00
7100 *TOTALS*	-7,625,293.00	-5,605,471.51	-5,605,471.51	73.51	0.00	-2,019,821.49
7220 VOCATIONAL EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
7271 SP ED EXTRAORID COSTS	-1,298,906.00	-989,720.00	-989,720.00	76.19	0.00	-309,186.00
7200 *TOTALS*	-1,298,906.00	-989,720.00	-989,720.00	76.19	0.00	-309,186.00
7310 TRANS (REGULAR&ADDIT)	0.00	0.00	0.00	0.00	0.00	0.00
7311 S P TRANSPORTATION	-472,550.00	-329,255.00	-329,255.00	69.67	0.00	-143,295.00
7312 N P TRANSPORTATION	0.00	-2,310.00	-2,310.00	0.00	0.00	2,310.00
7320 RENT & SINKING FUND PAY	-517,360.00	-260,172.03	-260,172.03	50.28	0.00	-257,187.97
7330 MED & DENTAL SERVICES	-35,000.00	-34,482.05	-34,482.05	98.52	0.00	-517.95
7340 PROPERTY TAX REDUCTION	-511,799.00	-511,799.12	-511,799.12	100.00	0.00	0.12
7360 SAFE SCHOOLS	0.00	0.00	0.00	0.00	0.00	0.00
7361 SAFE SCHOOL	0.00	-194,064.00	-194,064.00	0.00	0.00	194,064.00
7300 *TOTALS*	-1,536,709.00	-1,332,082.20	-1,332,082.20	86.68	0.00	-204,626.80
7501 ACCOUNTABILITY GRANT	0.00	0.00	0.00	0.00	0.00	0.00
7505 READY TO LEARN GRANT	-264,755.00	-264,755.00	-264,755.00	100.00	0.00	0.00
7506 PASMART GRANT	0.00	0.00	0.00	0.00	0.00	0.00
7500 *TOTALS*	-264,755.00	-264,755.00	-264,755.00	100.00	0.00	0.00
7810 SOCIAL SECURITY REIMB	0.00	0.00	0.00	0.00	0.00	0.00
7820 RETIREMENT REIMBURSE	-2,082,950.00	-881,415.62	-881,415.62	42.31	0.00	-1,201,534.38
7800 *TOTALS*	-2,082,950.00	-881,415.62	-881,415.62	42.31	0.00	-1,201,534.38
Major Function - 7000's	-12,808,613.00	-9,073,444.33	-9,073,444.33	70.83	0.00	-3,735,168.67
8000's						
8512 IDEA PART B	0.00	-4,021.65	-4,021.65	0.00	0.00	4,021.65
8514 TITLE I	-286,866.00	-102,452.15	-102,452.15	35.71	0.00	-184,413.85
8515 TITLE II	-53,827.00	-19,223.95	-19,223.95	35.71	0.00	-34,603.05

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MONTOURVILLE AREA SCHOOL DIST

Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2020 To 05/31/2021

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
8517	TITLE IV - DRUG FREE SC	-21,990.00	-7,853.55	-7,853.55	35.71	0.00	-14,136.45
8500	*TOTALS*	-362,683.00	-133,551.30	-133,551.30	36.82	0.00	-229,131.70
8690	OTHER RESTRICTED FED GR	-197,438.00	-10,843.93	-10,843.93	5.49	0.00	-186,594.07
8600	*TOTALS*	-197,438.00	-10,843.93	-10,843.93	5.49	0.00	-186,594.07
8741	ESSER I FUND	0.00	0.00	0.00	0.00	0.00	0.00
8742	GEER I FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
8743	ESSER II FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
8744	ESSER III FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
8745	GEER II FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
8749	OTHER CARES ACT FUNDING	0.00	0.00	0.00	0.00	0.00	0.00
8700	*TOTALS*	0.00	-191,690.19	-191,690.19	0.00	0.00	191,690.19
8810	PA ACCESS FUNDING	0.00	0.00	0.00	0.00	0.00	0.00
8820	MED ASST TRANS COST	0.00	-1,843.33	-1,843.33	0.00	0.00	1,843.33
8800	*TOTALS*	0.00	-1,843.33	-1,843.33	0.00	0.00	1,843.33
Major Function - 8000's		-560,121.00	-337,928.75	-337,928.75	60.33	0.00	-222,192.25
9000's							
9200	PROCEED EXT TERM LEASE	0.00	0.00	0.00	0.00	0.00	0.00
9200	*TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
9310	GENERAL FUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
9340	DEBT SERVICE FUND TRANS	0.00	0.00	0.00	0.00	0.00	0.00
9380	ACTIVITY FUND TRANSFER	0.00	0.00	0.00	0.00	0.00	0.00
9300	*TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
9400	SALE OF FIXED ASSETS	0.00	-12,884.00	-12,884.00	0.00	0.00	12,884.00
9400	*TOTALS*	0.00	-12,884.00	-12,884.00	0.00	0.00	12,884.00
9990	INSURANCE RECOVERIES	0.00	-26,495.00	-26,495.00	0.00	0.00	26,495.00
9900	*TOTALS*	0.00	-26,495.00	-26,495.00	0.00	0.00	26,495.00
Major Function - 9000's		0.00	-39,379.00	-39,379.00	0.00	0.00	39,379.00
REVENUE Totals		-30,333,304.00	-26,658,890.86	-26,658,890.86	87.88	112.70	-3,674,525.84

Condensed Board Summary Report

Fund: 50 CAFETERIA

From 07/01/2020 To 05/31/2021

TR-2

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	fabrdcon Balance
3000's						
3100 FOOD SERVICES	0.00	686,797.05	686,797.05	0.00	0.00	-686,797.05
3100 *TOTALS*	0.00	686,797.05	686,797.05	0.00	0.00	-686,797.05
Major Function - 3000's	0.00	686,797.05	686,797.05	0.00	0.00	-686,797.05
EXPENDITURE Totals	0.00	686,797.05	686,797.05	0.00	0.00	-686,797.05

Condensed Board Summary Report

Fund: 50 CAFETERIA

From 07/01/2020 To 05/31/2021

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
6000's							
6510	INTEREST	0.00	-601.83	-601.83	0.00	0.00	601.83
6500	*TOTALS*	0.00	-601.83	-601.83	0.00	0.00	601.83
6611	DLY SLS SCH LUNCH PROG	0.00	-5,729.45	-5,729.45	0.00	0.00	5,729.45
6612	SCHL BREAKFAST PROGRAM	0.00	-114.80	-114.80	0.00	0.00	114.80
6621	STUDENT A LA CARTE-LUNH	0.00	-42,410.25	-42,410.25	0.00	0.00	42,410.25
6622	ADULT SALES	0.00	-4,183.65	-4,183.65	0.00	0.00	4,183.65
6623	STUDENT A LA CARTE-BREK	0.00	0.00	0.00	0.00	0.00	0.00
6600	*TOTALS*	0.00	-52,438.15	-52,438.15	0.00	0.00	52,438.15
6910	RENTALS	0.00	0.00	0.00	0.00	0.00	0.00
6999	ALL OTHER INCOME	0.00	-945.38	-945.38	0.00	0.00	945.38
6900	*TOTALS*	0.00	-945.38	-945.38	0.00	0.00	945.38
Major Function - 6000's							
		0.00	-53,985.36	-53,985.36	0.00	0.00	53,985.36
7000's							
7112	SOCIAL SECURITY REIMB	0.00	0.00	0.00	0.00	0.00	0.00
7100	*TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
7600	SUBSI MLK, LUN, BRK PROG	0.00	-11,933.24	-11,933.24	0.00	0.00	11,933.24
7601	SUBSI BREAKFAST PROG	0.00	0.00	0.00	0.00	0.00	0.00
7600	*TOTALS*	0.00	-11,933.24	-11,933.24	0.00	0.00	11,933.24
7810	SOCIAL SECURITY REIMB	0.00	0.00	0.00	0.00	0.00	0.00
7820	RETIREMENT REIMBURSE	0.00	0.00	0.00	0.00	0.00	0.00
7800	*TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
Major Function - 7000's							
		0.00	-11,933.24	-11,933.24	0.00	0.00	11,933.24
8000's							
8531	SUBSI MLK, LUN, BRK PROGS	0.00	-311,613.97	-311,613.97	0.00	0.00	311,613.97
8533	VALUE DONATED COMMODITI	0.00	0.00	0.00	0.00	0.00	0.00
8500	*TOTALS*	0.00	-311,613.97	-311,613.97	0.00	0.00	311,613.97
Major Function - 8000's							
		0.00	-311,613.97	-311,613.97	0.00	0.00	311,613.97
9000's							
9310	GENERAL FUND TRANSFERS	0.00	0.00	0.00	0.00	0.00	0.00
9330	CAPITAL PROJ FUND TRANS	0.00	0.00	0.00	0.00	0.00	0.00

Condensed Board Summary Report

Fund: 50 CAFETERIA

From 07/01/2020 To 05/31/2021

Account Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
9300 *TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
9400 SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
9400 *TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
Major Function - 9000's	0.00	0.00	0.00	0.00	0.00	0.00
REVENUE Totals	0.00	-377,532.57	-377,532.57	0.00	0.00	377,532.57

Fund Accounting Check Summary

LIQUID ASSET FUND - From 05/01/2021 To 06/08/2021

PB-1

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00060857	JAMES A. CAMPBELL / CAMPBELL CONTRACTED CARRIERS	BUSING		6,123.40
00060858	CHARLES CARNES	PROF-TECH SRVCS-OFFICIALS		
00060859	FRANK A. CASALE JR.	PROF-TECH SRVCS-OFFICIALS		84.00
00060860	DONALD P. DUNKLEBERGER	PROF-TECH SRVCS-OFFICIALS		107.00
00060861	FRANK P. GARDINER	PROF-TECH SRVCS-OFFICIALS		58.00
00060862	PHILLIP L. GINGERY	PROF-TECH SRVCS-OFFICIALS		168.00
00060863	ALBERT JONES	PROF-TECH SRVCS-OFFICIALS		79.00
00060864	PATRICK J. KIMBLE	PROF-TECH SRVCS-OFFICIALS		168.00
00060865	MARK F. MARINUCCI	PROF-TECH SRVCS-OFFICIALS		79.00
00060866	RICHARD T. SHANNON	PROF-TECH SRVCS-OFFICIALS		84.00
00060867	EDWARD SOUTER	PROF-TECH SRVCS-OFFICIALS		73.00
00060868	RICK ZIMMERMAN	PROF-TECH SRVCS-OFFICIALS		58.00
00060869	ALL AMERICAN ATHLETICS	REPAIRS & MAINT		73.00
00060870	ECONOMY AUTO PARTS	REPAIRS, VEHICLES		32,495.00
00060871	FRED HAMM INC	DISPOSAL SERVICES		374.38
00060872	IRVIN H. GEIGER ASSOCIATES, INC.	SUPPLIES		2,565.00
00060873	MONTOURSVILLE BOROUGH WATER WORKS	WATER-SEWAGE		2,741.95
00060874	PMEA	DUES & FEES		2,401.00
00060875	PROMISED LAND BUSING INC	CONTRACTED CARRIERS		99.00
00060876	WEIS MARKETS INC	SUPPLIES		19,919.19
00060877	SHAWN R GARDNER	SUPPLIES		418.00
00060878	TERRY BASTIAN	PROF-TECH SRVCS-OFFICIALS		120.00
00060879	RYAN BLACKWELL	PROF-TECH SRVCS-OFFICIALS		155.00
00060880	BYRCE BREWER	PROF-TECH SRVCS-OFFICIALS		212.00
00060881	CHARLES CARNES	PROF-TECH SRVCS-OFFICIALS		84.00
00060882	MITCHELL D. CHRISTENSEN	PROF-TECH SRVCS-OFFICIALS		71.00
00060883	JEFFREY CERNICA	PROF-TECH SRVCS-OFFICIALS		73.00
00060884	THOMAS HEFFNER	PROF-TECH SRVCS-OFFICIALS		79.00
00060885	ALBERT JONES	PROF-TECH SRVCS-OFFICIALS		73.00
00060886	MARK F. MARINUCCI	PROF-TECH SRVCS-OFFICIALS		84.00
00060887	TOM MULCAHY JR	PROF-TECH SRVCS-OFFICIALS		71.00
00060888	RAYMOND R. RIPKA	PROF-TECH SRVCS-OFFICIALS		84.00
00060889	JAMES STETLER	PROF-TECH SRVCS-OFFICIALS		79.00
00060890	RODNEY A. WILSON	PROF-TECH SRVCS-OFFICIALS		71.00
00060891	RICK ZIMMERMAN	PROF-TECH SRVCS-OFFICIALS		79.00
00060892	CHARLES ZOOK III	PROF-TECH SRVCS-OFFICIALS		212.00
				79.00

* Denotes Non-Negotiable Transaction

p - Prenote

- Payables within Check

06/03/2021 12:47:15 PM

c - Credit Card Payment

d - Direct Deposit

MONTOURSVILLE AREA SCHOOL DIST

Fund Accounting Check Summary

LIQUID ASSET FUND - From 05/01/2021 To 06/08/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00060893	SHAWN R GARDNER	MEAL MONEY.....		40.00
00060894	SEAN WALKER	MEAL MONEY.....		30.00
00060895	AT&T MOBILITY	COMMUNICATIONS.....		203.65
00060896	JAMES A. CAMPBELL / CAMPBELL CONTRACTED CARRIERS.....			4,165.00
00060897	BUSING			
00060897	CENTRAL SUSQUEHANNA REGION	LIFE INSURANCE.....		925.73
00060898	SCHOOL EMPLOYEES			
00060898	DISCOVERY BENEFITS, INC.	DUES & FEES.....		434.25
00060899	ENVIRONMENTAL SERVICE	OTH PRCH PROF&TECH SVCS.....		47.83
00060900	LABORATORIES, INC.			
00060900	FRONTIER	COMMUNICATIONS.....		732.48
00060901	JEAN SERVICES	CONTRACTED CARRIERS.....		13,484.20
00060902	ALBERT JONES	PROF-TECH SRVCS-OFFICIALS.....		84.00
00060903	KEVIN E. KLINE	PROF-TECH SRVCS-OFFICIALS.....		45.00
00060904	KOSER BUSING	CONTRACTED CARRIERS.....		60,794.00
00060905	LYCOMING COUNTY UNITED WAY	UNITED FUND.....		25.00
00060906	MONTOURSVILLE AREA EDUCATION	UNION DUES.....		8,551.50
00060907	MONTOURSVILLE AREA	UNION DUES.....		637.90
00060907	EDUCATIONAL			
00060908	MONTOURSVILLE AREA HIGH	FCFP GRANT FUNDS.....		500.00
00060909	SCHOOL			
00060909	MARCO TECHNOLOGIES	REPAIRS/MAINT. EQUIP.....		1,998.54
00060910	SONOVA USA INC.	EQUIP ORI & ADDITIONAL.....		750.00
00060911	PEL ELECTRIC UTILITIES	ELECTRICITY.....		95.62
00060912	PROMISED LAND BUSING INC	CONTRACTED CARRIERS.....		17,977.15
00060913	QUADIENT LEASING USA, INC.	COMMUNICATIONS.....		208.89
00060914	MICHAEL L. SHARROW	PROF-TECH SRVCS-OFFICIALS.....		84.00
00060915	SUPERIOR PLUS ENERGY	DIESEL FUEL.....		403.22
00060916	SERVICES			
00060916	UGI ENERGY SERVICES, LLC	NATURAL GAS - HEAT.....		2,001.54
00060917	UGI ENERGY SERVICES, LLC	NATURAL GAS - HEAT.....		3,433.45
00060918	VERIZON WIRELESS	COMMUNICATIONS.....		765.69
00060919	WASHINGTON NATIONAL	CANCER INSURANCE.....		304.50
00060920	INSURANCE			
00060920	A-1 PORTABLE TOILETS	SUPPLIES.....		110.00
00060921	ADVANCE AUTO PARTS	SUPPLIES.....		15.96
00060922	ALLSTATE BENEFITS	MEDICAL SECTION 125.....		856.52
00060923	EASTIAN TIRE AND AUTO	SUPPLIES.....		52.55

- Payables within Check

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

MONTOURSVILLE AREA SCHOOL DIST

Fund Accounting Check Summary

LIQUID ASSET FUND - From 05/01/2021 To 06/08/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00060924	CENTERS	BEST LINE EQUIPMENT	SUPPLIES.....	53.97
00060925		BLAST INTERMEDIATE UNIT 17	EQUIP ORI & ADDITIONAL.....	14,166.66
00060926		ANDREA BURLEIGH	TUITION REIMBURSEMENT.....	4,050.00
00060927		ERIC COMINI	REPAIRS/MAINT. EQUIP.....	257.60
00060928		COMMONWEALTH CHARTER ACADEMY	TUITION CHARTER SCHOOL.....	44,916.23
00060929		PATRICIA CONFER	TRAVEL.....	8.07
00060930		CENTRAL SUSQUEHANNA IU 16	TECHNICAL SERVICES.....	64.67
00060931		DR. ROBERT KETTERER CHARTER	TUITION CHARTER SCHOOL.....	1,184.65
00060932		RENTOKIL NORTH AMERICA, INC.	EXTERMINATION SERVICES.....	267.00
00060933		ENVIRONMENTAL SERVICE	OTH PRCH PROF&TECH SVCS.....	733.58
00060934		LABORATORIES, INC.		
00060934		FASTENAL COMPANY	SUPPLIES.....	482.00
00060935		DANIEL HEINRICHS	TUITION REIMBURSEMENT.....	1,497.00
00060936		HERMITAGE ART	SUPPLIES.....	54.68
00060937		HEMPFIELD SCHOOL DISTRICT	TUITION OTHER LEA/STATE.....	733.20
00060938		HONORS GRADUATION LLC	SUPPLIES.....	114.00
00060939		HUGHESVILLE HIGH SCHOOL	DUES & FEES.....	150.00
00060940		INSIGHT PA CYBER CHARTER SCHOOL	TUITION CHARTER SCHOOL.....	5,613.95
00060941		JOSTENS INC		
00060942		JUSTICE WORKS YOUTHCARE	SUPPLIES.....	17.75
00060943		KEYSTONE NATURAL TURF	TUITION OTHER LEA/STATE.....	13,663.00
00060944		LEVIN LEGAL GROUP, P.C.	REPAIRS & MAINT.....	1,480.00
00060945		LOWE'S HOME CENTER INC	PROF-TECH SVCS.....	2,826.00
00060946		THE MCGRAW-HILL SCHOOL	SUPPLIES.....	279.25
00060947		EDUCATION HOLDINGS LLC	BOOKS & PERIODICALS.....	5,422.02
00060948		CHRISTOPHER MORGAN	TUITION REIMBURSEMENT.....	2,025.00
00060949		TRICIA MOSER	MILEAGE.....	18.42
00060950		MURPHY BUTTERFIELD & HOLLAND	PROF-TECH SVCS.....	1,350.00
00060951		P.C.		
00060952		ELERY W NAU INC	SUPPLIES.....	1,684.57
00060953		NORTH CENTRAL SIGHT SERVICES	SUPPLIES.....	40.00
00060954		INC.		
00060955		THE PENNSYLVANIA CYBER CHARTER	TUITION CHARTER SCHOOL.....	15,908.88
00060956		PA VIRTUAL CHARTER SCHOOL	TUITION CHARTER SCHOOL.....	3,741.09
00060957		PEARSON	BOOKS & PERIODICALS.....	4,612.61
00060958		PPL ELECTRIC UTILITIES	ELECTRICITY.....	13,801.76

* Denotes Non-Negotiable Transaction

P - Prenote

- Payables within Check

c - Credit Card Payment

d - Direct Deposit

MONTOURSVILLE AREA SCHOOL DIST

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Fund Accounting Check Summary

LIQUID ASSET FUND - From 05/01/2021 To 06/08/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00060956	PPL ELECTRIC UTILITIES	ELECTRICITY.....		5,604.97
00060957	QUILL CORP	SUPPLIES.....		10.82
00060958	R & R TENT RENTALS	CONTRACTED CARRIERS.....		3,795.00
00060959	REACH CYBER CHARTER SCHOOL	TUITION CHARTER SCHOOL.....		6,546.91
00060960	RG GROUP	SUPPLIES.....		22.28
00060961	ROME SPRINKLER SYSTEMS INC.	REPAIRS & MAINT.....		490.00
00060962	SHAMOKIN AREA SCHOOL DISTRICT	TUITION OTHER LEA/STATE.....		9,669.57
00060963	ROBERT M SIDES INC	REPAIRS/MAINT. EQUIP.....		209.20
00060964	UPPER ST CLAIR SCHOOL DISTRICT	TUITION OTHER LEA/STATE.....		540.00
00060965	SUNOCO LP	OIL.....		16,164.88
00060966	SUSQUEHANNA PAPER & SANITARY SERVICES	SUPPLIES.....		34.95
00060967	SUSQUEHANNA PHYSICIAN	DRUG TEST.....		160.00
00060968	SUSQUEHANNA FIRE EQUIPMENT COMPANY	REPAIRS & MAINT.....		303.75
00060969	SWEET STEVENS KATZ & WILLIAMS LLP	PROF-TECH SRVCS.....		6,450.00
00060970	TOLEDO PHYSICAL EDUCATION SUPPLY	SUPPLIES.....		55.98
00060971	TRANSFINDER	OTH PRCH PROF&TECH SVCS.....		8,490.00
00060972	UGI ENERGY SERVICES, LLC	NATURAL GAS - HEAT.....		259.67
00060973	UPMC	PROF-TECH SRVCS.....		2,500.00
00060974	C H WALFZ SONS INC	SUPPLIES.....		2,542.52
00060975	WEBB WEEKLY	ADVERTISING.....		96.20
00060976	WELD TEC SERVICE & SALES	SUPPLIES.....		78.00
00060977	LLEW WENZEL	PROF-TECH SRVCS - YEARBOOK PHOTOS.....		882.00
00060978	WILLIAMSPORT AREA HIGH SCHOOL	DUES & FEES.....		150.00
00060979	TYLER WOOLEVER	SUPPLIES.....		552.31
00060980	JASON PHILLIPS	DRIVER'S ED REFUND.....		15.00
*21000315	WILMINGTON TRUST FEE COLLECTIONS	2016 GOB PAYMENT.....	DRIVER'S ED.....	272,317.50
*21000316	WILMINGTON TRUST FEE COLLECTIONS	2019 GOB PAYMENT.....		126,780.00
*21000317	WILMINGTON TRUST FEE COLLECTIONS	2020 GOB PAYMENT.....		128,535.01

* Denotes Non-Negotiable Transaction

P - Prenote

C - Credit Card Payment

- Payables within Check

MONTOURSVILLE AREA SCHOOL DIST

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Fund Accounting Check Summary

LIQUID ASSET FUND - From 05/01/2021 To 06/08/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
*21000318	GE MONEY BANK/AMAZON	SINK FAUCETS.....	FUEL LINE REPLACEMENT KIT.....	669.37
*21000319	AMERICANFLAGS.COM	FLAGS.....		381.44
*21000320	BEST BUY	FLOOR SPEAKERS.....		399.99
*21000321	GE MONEY BANK/AMAZON	VISUAL COMMUNICATION TOOL.....	BATTERY CHARGER.....	2,658.09
*21000322	STAPLES CREDIT PLAN	TONER.....		68.99
*21000323	PIAA	REGISTRATION FEE.....		125.00
*21000324	HERSHEY LODGE & CONVENTION CEN	CONFERENCE TRAVEL.....		213.12
*21000325	PAYROLL ACCOUNT	NET PAY.....		320,085.52
*21000326	PA STATE COLLECTION &	CHILD SUPPORT.....		259.07
*21000327	INTERNAL REVENUE SERVICE	FEDERAL INCOME TAXES.....		121,012.05
*21000328	PA DEPARTMENT OF REVENUE	STATE PAYROLL TAXES.....		14,854.51
*21000329	PUBLIC SCHOOL EMPLOYEES	EMPLOYEE RETIREMENT VOYA.....		1,481.15
*21000330	TSA CONSULTING GROUP, INC.	EMPLOYEE 403B REMITTANCE.....		13,312.86
*21000331	DISCOVERY BENEFITS, INC.	EMPLOYEE HSA REMITTANCE.....		20,868.95
*21000332	DELTA DENTAL OF PA	DENTAL CLAIMS AND PREMIUMS.....		2,267.50
*21000333	PAYROLL ACCOUNT	NET PAY.....		357,134.21
*21000334	PA STATE COLLECTION &	CHILD SUPPORT.....		259.07
*21000335	INTERNAL REVENUE SERVICE	FEDERAL PAYROLL TAXES.....		132,026.38
*21000336	PA DEPARTMENT OF REVENUE	STATE PAYROLL TAXES.....		16,374.76
*21000337	PUBLIC SCHOOL EMPLOYEES	EMPLOYEE RETIREMENT VOYA.....	EMPLOYER RETIREMENT VOYA.....	1,498.74
*21000338	TSA CONSULTING GROUP, INC.	EMPLOYEE 403B REMITTANCE.....		13,507.92
*21000339	PUBLIC SCHOOL EMPLOYEES	EMPLOYEE RETIREMENT VOYA.....	EMPLOYER RETIREMENT VOYA.....	48.78
*21000340	MUNICIPAL & SCHOOL INCOME TAX OFFICE	MAY 2021 EIT REMITTANCE.....		16,828.73
*21000341	LYCOMING CTY. INS. CONSORTIUM	MEDICAL PREMIUMS.....	RETIREE MEDICAL PREMIUMS.....	248,995.53
*21000342	WEX BANK	GASOLINE.....		314.18
*21000343	PUBLIC SCHOOL EMPLOYEES	EMPLOYEE RETIREMENT.....		76,553.33
*21000344	DISCOVERY BENEFITS, INC.	EMPLOYEE HSA REMITTANCE.....		16,868.95
*21000345	DELTA DENTAL OF PA	DENTAL CLAIMS.....		2,195.00
*21000346	QUADIENT FINANCE USA, INC.	COMMUNICATIONS.....		1,003.00

10-GENERAL FUND

2,306,292.41

Grand Total Manual Checks :

1,909,898.70

Grand Total Regular Checks :

396,393.71

Grand Total Direct Deposits:

0.00

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

c - Credit Card Payment

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MONTOURSVILLE AREA SCHOOL DIST

Fund Accounting Check Summary

LIQUID ASSET FUND - From 05/01/2021 To 06/08/2021

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
		Grand Total Credit Card Payments:	0.00	
		Grand Total All Checks :	2,306,292.41	

- Payables within Check
06/03/2021 12:47:16 PM

* Denotes Non-Negotiable Transaction
P - Prenote
d - Direct Deposit

c - Credit Card Payment

MONTOURSVILLE AREA SCHOOL DIST

Fund Accounting Check Summary

MSD CAFETERIA - From 05/01/2021 To 06/08/2021

PB-2

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00003163	NUTRITION, INC.	FOOD SERVICE MANAGEMENT.....		15,843.08
00003164	NUTRITION, INC.	FOOD SERVICE MANAGEMENT.....		21,377.54
00003165	GENERAL FUND	CAFE WAGES AND BENEFITS.....		23,334.97
00003166	NUTRITION, INC.	FOOD SERVICE MANAGEMENT.....		60,503.78
		50-CAFETERIA	121,059.37	
		Grand Total Manual Checks :	0.00	
		Grand Total Regular Checks :	121,059.37	
		Grand Total Direct Deposits:	0.00	
		Grand Total Credit Card Payments:	0.00	
		Grand Total All Checks :	121,059.37	

- Payables within Check

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* Denotes Non-Negotiable Transaction

P - Prenote

d - Direct Deposit

c - Credit Card Payment

MONTOURSVILLE AREA SCHOOL DIST

**Montoursville Area School District
School Board Agenda
June 8, 2021
7:00 PM
C. E. McCall Middle School**

Policies:

PY-1 Approval of the first, second and final reading of the following policy: (Attachment)

Policy 006

General:

- G-1 Approval of an agreement between Montoursville Area School District and BLaST Intermediate Unit #17 for the 2021-2022 IDEA. (Attachment)
- G-2 Approval of an agreement between Montoursville Area School District and BLaST Intermediate Unit #17 for the 2021-2022 DaRTS. (Attachment)
- G-3 Approval of an agreement between Montoursville Area School District and BLaST Intermediate Unit #17 for Technology Services. (Attachment)
- G-4 Approval to renew the contract between Montoursville Area School District and The Nutrition Group, July 1, 2021 to June 30, 2022. (Attachment)
- G-5 Approval to offer a summer KinderCamp at both Lyter and Loyalsock Valley Elementary Schools. All costs for KinderCamp will be covered by Faith United Methodist Church. Dates are to be determined.
- G-6 Approval of a letter of engagement presented by Larson, Kellett & Associates, P.C. that summarized the significant terms and conditions of the annual financial audit for the year ending June 30, 2021. (This is the third year of a five-year agreement approved on August 4, 2018.) (Attachment)
- G-7 Approval of the appointment of Vice President Dottie Mathers and School Board Secretary Brandy Smith as voting delegates for the 2021-2022 PSBA Delegate Assembly Meeting.
- G-8 Approval of the nomination and election of Jennifer Marriott as Treasurer for the 2021-2022 school year.
- G-9 Approval of no increase to the 2021-2022 school lunch prices as required under the "Equity in School Lunch Pricing" provisions (Section 205) of the Hunger Free Kids Act. (School lunches will remain free for the 2021-2022 school year. These prices are for additional lunches purchased.)

Rates:	Lunch Prices
Elementary Schools	\$2.60
Middle School	\$2.75
High School	\$2.75

- G-10 Approval of the law firm Levin Legal Group to become the School District solicitor, in accordance with the original engagement letter that the firm has provided. (Attachment)
- G-11 Approval for AMTrust North America to provide Workers Compensation insurance coverage at a total cost of \$62,154.00. This policy will be in effect from July 1, 2021 to June 30, 2022. (the premium for 2020-2021 was \$62,604. Note: Workers' Compensation experience modification changed from 1.16 to 1.19)
- G-12 The resolution for approval of the Special Education Settlement Agreement for student #210210. (Attachment)
- G-13 Approval of an agreement between Montoursville Area School District and Montoursville Borough Police and Montoursville State Police. (Attachment)
- G-14 Adoption of the Emergency Procedures Manual. (Attachment)
- G-15 Motion to approve Amendment to MASD Administrative Compensation Plan Amendment 2017-18, 2018-19, 2019-20, 2020-21, 2021-22. (Attachment)

Personnel:

- P-1 Approval of the following additions to the coaching staff for the 2021-2022 school year:

Coach	Sport	Position	Stipend	Replacement for:
Bella Masias	Girls Soccer	Volunteer Manager	NA	NA
Kirsten O'Malley	Girls Soccer	Volunteer Coach	NA	NA

- P-2 Approval of the following changes/additions to the extracurricular activity advisor for the 2020-2021 school year:

Employee	Position	Stipend	Replacement for:
Deb Taylor	Art Department Chair	\$468.00	Victoria Stetts
Cindy Wentzler	Freshman Class Advisor	\$221.00	Filling for role of second advisor
Morgan Fenstermacher	Sophomore Class Advisor	\$221.00	Filling for role of second advisor

- P-3 Approval of the following resignation from the coaching staff:

Coach	Sport	Position	Effective
Mike Mussina	Boys Basketball	Head Coach	May 7, 2021

- P-4 Approval of the following resignation from a member of the support staff:

Employee	Position	Effective
Matthew Fortin	Para Professional	June 10, 2021

- P-5 Approval of the following leave of absence from a member of the professional staff:

Employee	Leave Dates
101912	August 24, 2021 to October 24, 2021

- P-6 Approval of the following unpaid leave of absences from a member of the staff who already used 10 unpaid days for the 2020-2021 school year:

Employee	Effective Date(s)
101371	May 21,24,25,26, 2021

Transportation:

- T-1 Approval of Promiseland Busing rates in the amounts of \$2,581.92 and \$2,375.77 for May 2021. (Attachment)
- T-2 Approval for James Campbell to provide student transportation for inter-district trips at a cost of \$100.00 per round trip. Field trips and extracurricular transportation will be calculated at a rate of \$3.45 per mile with a minimum of \$200 per trip. Trips lasting longer than four hours will incur an additional hourly rate of \$30.00 per hour. The contract will be in effect from August 1, 2021 to June 30, 2022.
- T-3 Approval for Koser Busing to provide transportation at the cost of \$330.00 per day for the Montoursville Area High School students enrolled in the Health Science Course to travel to the onsite learning labs at Geisinger Medical Center once a week depending on the day cycle.

Budget and Finance

- BF-1 Approval of the final General Fund budget in the amount of \$32,607,607 for the fiscal year 2021-2022 including salary and work schedules as proposed. (Attachment)
- Real Estate Tax Millage
 - Earned Income Tax
 - Real Estate Transfer Tax
- BF-2 Approval of the 2021 Homestead and Farmstead Exclusion Resolution. (Attachment)
- BF-3 Approval of the following financial institutions to be used as depositories for 2021-2022 school year:
- Muncy Bank and Trust Company
 - FNB Bank
 - Pennsylvania School District Liquid Assets Fund (PSDLAF)
 - RBC Capital Markets

BF-4 Approval to award bids for the 2021-2022 fiscal year. (Attachment)

- Paper supplies in the amount of \$19,632.73
- Athletic supplies and equipment in the amount of \$32,862.58

BF-5 Approval of the attached bank signatories for school districts accounts as listed for the 2021-2022 fiscal year. (Attachment)

ATTACHMENTS



Book	Policy Manual
Section	000 Local Board Procedures
Title	Copy of Meetings
Code	006
Status	Second Reading
Legal	<ol style="list-style-type: none"> 1. 24 P.S. 407 2. 65 Pa. C.S.A. 701 et seq 3. 24 P.S. 422 4. 24 P.S. 405 5. 24 P.S. 426 6. 24 P.S. 427 7. 24 P.S. 428 8. 65 Pa. C.S.A. 703 9. 65 Pa. C.S.A. 709 10. 24 P.S. 423 11. 24 P.S. 421 12. 24 P.S. 425 13. Pol. 903 14. 24 P.S. 324 15. 24 P.S. 508 16. 24 P.S. 609 17. 24 P.S. 687 18. 24 P.S. 707 19. 24 P.S. 634 20. 24 P.S. 1129 21. 24 P.S. 803 22. Pol. 108 23. 24 P.S. 1071 24. 24 P.S. 1076 25. Pol. 604 26. Pol. 005 27. Pol. 606 28. Pol. 605 29. Pol. 107 30. 24 P.S. 621 31. Pol. 608

32. Pol. 610
 33. 24 P.S. 1080
 34. 24 P.S. 514
 35. 24 P.S. 702
 36. 24 P.S. 708
 37. Pol. 004
 38. Pol. 003
 39. 24 P.S. 224
 40. 24 P.S. 212
 41. 24 P.S. 518
 42. 65 Pa. C.S.A. 706
 43. 65 Pa. C.S.A. 705
 44. 24 P.S. 433
 45. Pol. 801
 46. Pol. 006
 47. 65 Pa. C.S.A. 707
 48. 65 Pa. C.S.A. 708
 24 P.S. 315
 24 P.S. 408
 24 P.S. 640
 24 P.S. 671
 24 P.S. 1075
 24 P.S. 1077
 24 P.S. 1111
 65 Pa. C.S.A. 1101 et seq
 65 Pa. C.S.A. 1102
 65 Pa. C.S.A. 1103
 Pol. 612
 Pol. 827

Adopted August 10, 2004

Last Revised April 13, 2021

Parliamentary Authority

All Board meetings will be conducted in an orderly and business-like manner. Robert's Rules of Order, Newly Revised, including group rules shall govern the Board in its deliberations in all cases in which it is not inconsistent with statute, regulations of the State Board, or Board procedures.[1][2]

Quorum

A quorum shall be five (5) Board members present at a meeting. No business shall be transacted at a meeting without a quorum, but the Board members 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 Board member shall be elected President pro tempore by a plurality of those present to preside at that meeting only. The act of any person so designated shall be legal and binding.[4][5][6][7]

Notice

Notice of all open public Board meetings, including committee meetings and discussion 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 the 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 calendar 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 and purpose of such meeting 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 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 Lycoming County and a 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]

Written notice of all regular and special Board meetings shall be given to Board members at least three (3) days prior to the time of the meeting, by messenger or by email, except in cases of emergency. In the case of the annual meeting of organization, five (5) days' notice by mail shall be given.[9][10]

Regular Meetings

Regular Board meetings shall be public and shall be held at specified places at least once every two (2) months at times, dates and places to be determined at the organizational meeting in December each year.[2][11]

Regular Board meetings shall be two (2) hours in duration. If the meeting of the Board is not concluded by the end of the two hour period, the meeting may be extended for one (1) thirty-minute period by majority consent of the Board members present. No further extension of time shall be permitted.

Any business that remains unfinished at the time of adjournment shall be placed first on the agenda at the next regularly or specially scheduled meeting of the Board.

1. Agenda

It shall be the responsibility of the Superintendent, in cooperation with the Board Secretary/Business Manager, 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

each school director at least three (3) days before the meeting. At the same time the agenda is provided to each school director, an agenda containing the appropriate attachments shall be posted on the district's publicly accessible website.

Any additions or changes to the prepared agenda may be requested by a ~~Board member or the Superintendent. Once the agenda for a meeting has been prepared and made public by the administration, no additional action items will be added to the agenda by the board for consideration at that meeting.~~

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:

Roll Call

Flag Salute

Approve Minutes of Previous Meeting

Prior Presentation Period

Recognition/Awards/Presentations

Action Items:

Financial Report

Superintendent's Report

Board Secretary/Business Manager Report

Committee Reports

Informational Items

Adjournment

Special Meetings

Special meetings shall be public and may be called for special or general purposes.[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 Board members.[5]

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

Call To Order

Roll Call

Announcement

Reading of Notice of Meeting

Transaction of business for which meeting was called

Adjournment

Hearing of the Public

A member of the public present at a Board meeting may address the Board in accordance with law and Board Policy 903 and procedures.[2][13]

Voting

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

1. The following actions require the recorded affirmative votes of two-thirds of the full number of Board members:
 - a. Transfer of budgeted funds.[15][16][17]
 - b. Transfer of any unencumbered balance, or portion thereof, from one appropriation to another, or from one spending agency to another.[17]
 - c. Incur a temporary debt or borrow money upon such obligation.[17][19]
 - d. Incur a temporary debt to meet an emergency or catastrophe.[15][17]
 - e. Elect to a teaching position a person who has served as a Board member and who has resigned.[14][15]
 - f. Convey land or buildings to the municipality co-terminus with the school district.[15][18]
 - g. Adopt or change textbooks without the recommendation of the Superintendent.[15][21]
 - h. Dismiss, after a hearing, a tenured professional employee.[15][20]
2. The following actions require the recorded affirmative votes of a majority of the full number of Board members:
 - a. Fixing the length of school term.[15]
 - b. Adopting textbooks recommended by the Superintendent.[15][22]
 - c. Appointing the district Superintendent and Assistant Superintendent(s).[15][23][24]
 - d. Appointing teachers and principals.[15]
 - e. Adopting the annual budget.[15][25]
 - f. Appointing tax collectors and other appointees.[15][26][27]
 - g. Levying and assessing taxes.[15][28]
 - h. Purchasing, selling, or condemning land.[15]
 - i. Locating new buildings or changing the location of old ones.[15]

- j. Adopting planned instruction.[15][29]
- k. Establishing additional schools or departments.[15]
- l. Designating depositories for school funds.[15][30][31]
- m. Expending district funds.
- n. 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 \$10,000 bid requirements).[15][32]
- o. Fixing salaries or compensation of officers, teachers, or other appointees of the Board.[15]
- p. Combining or reorganizing into a larger school district.[39]
- 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 nontenured employee.[15][33][34]
- s. Adopting a corporate seal for the district.[40]
- t. Determining the location and amount of any real estate required by the school district for school purposes.[35]
- u. Vacating and abandoning property to which the Board has title.[36]
- v. Determining the holidays, other than those provided by statute, to be observed by special exercises and those on which the schools shall be closed for the whole day.
- w. Removing a school director.[37]
- x. Declaring that a vacancy exists on the Board by reason of the failure or neglect of a school director to qualify.[37]
- y. Removing an officer of the Board.[26]
- z. Removing an appointee of the Board.[26]
- aa. Adopting, amending or repealing Board policy or procedure.[38]

Minutes

The Board shall cause to be made, and shall retain as a permanent record of the district, minutes of all open Board meetings. Said minutes shall be comprehensible and complete and shall show:[41][42]

1. The date, place, and time of the meeting.
2. The names of Board members present.
3. The presiding officer.
4. The substance of all official actions.
5. Actions taken.

6. Recorded votes and a record by individual members of all roll call votes taken.[43]

7. The names of all citizens who appeared officially and the subject of their testimony.

The Board Secretary/Business Manager shall provide each Board member 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/Business Manager.[44]

Notations and any tape or audiovisual recordings shall not be the official record of an open public Board meeting and should be destroyed once they have served their purpose.[1][45]

Adjournment

The Board may at any time recess or adjourn to an adjourned meeting at a specified date and place, upon the majority vote of those present. The adjourned meeting shall take up its business at the point in the agenda where the motion to adjourn was acted upon. Notice of the rescheduled meeting shall be given as provided in Board policy.[8][9][46]

Executive Session

The Board may hold an executive session, which is not an open meeting, before, during, at the conclusion of an open 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 open meeting prior to or after the executive session.[12][47][48]

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.

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

Work Sessions

Regularly scheduled work sessions of the Board shall be held at specified places, on the fourth Tuesday of each month or at such other time as determined by the Board after the annual reorganization. While the Board may act on any matter at a work session, the work sessions are primarily intended to allow for deliberation and discussion of issues that are expected to be voted upon at other meetings, and for the purpose of receiving background information and reports relating to district matters generally. As such, an abbreviated agenda shall be utilized in most circumstances for work sessions.[2][46]

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 Board members. Public notice of the meeting shall be made in accordance with Pol. 006, 4.b.[46]

The Board Secretary/Business Manager shall provide notice of a meeting of the Committee of the Whole as per the notice provisions of Board procedures.[8][9]

Committee Meetings

Committee meetings may be called at any time by the committee chairperson, with proper public notice, or when requested.[8][9][46]

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

Unless held as an executive session, committee meetings shall be open to the public, other Board members, and the Superintendent.[2]

A majority of the committee or the chairperson may invite Board employees, consultants or other persons who have special knowledge of the area under investigation.



Department of Student Services

**Williamsport, PA 17701
570-323-8561**

**Canton, PA 17724
570-673-6001**

IDEA Agreement-Project # 062-22-0-017—CFDA #84.027

This Agreement entered into this 1st day of July, 2021, by and between the Board of Education of *Bradford, Lycoming, Sullivan and Tioga (BLaST) Intermediate Unit #17*, hereinafter called ("BLaST"), and **Montoursville Area School District** hereinafter called ("School District").

Background

BLaST, on the first day of July 1999, entered into a Contract with the Department of Education of the Commonwealth of Pennsylvania, hereinafter called ("Department"). BLaST agreed to furnish all certified personnel, facilities, materials and other services (in consultation with the Department) needed to perform the services described in the Grant Agreement and to comply with the terms and conditions of the Grant Agreement and the Department's most current IDEA Application Guidelines, which contract, grant agreements, and guidelines are set forth as Exhibit 1 of this Agreement and are hereby incorporated by reference into this Agreement.

The Department has authorized BLaST to enter into an Agreement with the School District whereby the furnishing of all certified personnel, facilities, materials and other services (in consultation with the Department) needed to perform the services described in Grant Agreement and compliance with the terms and conditions of the Grant Agreement and the Department's most current IDEA Application Guidelines set forth in Exhibit 1 will be the sole obligations of the School District and will no longer be a responsibility of BLaST. BLaST has determined that the estimated IDEA allocation for the School District is **\$331,306.24** as set forth in Exhibit 2 which is hereby incorporated by reference into this Agreement. The said funds must be used to supplement the provision of special educational and related services for eligible school age children as set forth in Exhibit 3 which is hereby incorporated by reference into this contract.

Witnesseth

In Consideration of the mutual covenants, and intending to be legally bound, the parties hereto agree as follows:

1. BLaST hereby agrees to transfer the funds (estimated) set forth in Exhibit 2 to the School District to be administered in accordance with Exhibits 1 and 3 of this Agreement.
2. The School District agrees to accept the funds set forth in Exhibit 2 and to comply with the provisions set forth in Exhibits 1 and 3 of this Agreement.
3. The School District agrees and assumes sole responsibility for compliance with all of the terms and conditions set forth in Exhibits 1 and 3 of this Agreement. Upon the execution of this Agreement, the School District consents to a delegation of all duties and responsibilities imposed upon BLaST as set forth in Exhibits 1 and 3, and BLaST is hereby relieved of any and all responsibility for compliance with the terms and conditions of Exhibits 1 and 3 and the duties and responsibilities set forth therein.
4. The undersigned authorized representatives of the School District hereby certify that the School District's governing body has adopted the terms of this Agreement and has authorized the undersigned in its behalf to enter into this Agreement.
5. Upon execution of this Agreement, the School District hereby agrees to indemnify and save and hold harmless BLaST, members of the Board, officers, agents, servants, and employees from any loss, liability, damages, costs (including, without being limited to, court costs or administrative proceedings, and in the amount of any judgment, award, or decision) and expenses (including, but without being limited to, counsel fees) reasonably paid or incurred in connection with any civil action, administrative proceeding, or arbitration proceeding instituted against BLaST, members of the Board, officers, agents, servants, and employees, arising from duties performed by School District hereunder or from the payment or administration by BLaST of the District IDEA allocations

The School District agrees that the foregoing is intended to be as broad and inclusive as is permitted by the law of the Commonwealth of Pennsylvania, and that if any portion thereof is held invalid, it is agreed that the balance shall; notwithstanding, continue in full legal force and effect.

The parties hereto, intending to be legally bound hereby, execute this Agreement the 1st day of July 2021.

BLaST, IU #17 Representative



**Montoursville Area School District
Representative**

Disbursement Based
on 12/1 Child Count
(Direct Dollars Paid to
School District)

Amount

District	City	Amount
Athens Area School District	Athens, PA	\$ 456,570.44
Canton Area School District	Canton, PA	\$ 208,383.43
Northeast Bradford School District	Rome, PA	\$ 161,555.69
Sayre Area School District	Sayre, PA	\$ 216,578.29
Towanda Area School District	Towanda, PA	\$ 282,137.12
Troy Area School District	Troy, PA	\$ 312,575.15
Wyalusing Area School District	Wyalusing, PA	\$ 287,990.59
East Lycoming School District	Hughesville, PA	\$ 333,647.63
Jersey Shore Area School District	Jersey Shore, PA	\$ 405,059.93
Loyalsock Township School District	Montoursville, PA	\$ 286,819.89
Montgomery Area School District	Montgomery, PA	\$ 161,555.69
Montoursville Area School District	Montoursville, PA	\$ 331,306.24
Muncy School District	Muncy, PA	\$ 182,628.18
South Williamsport Area School	South Williamsport, PA	\$ 193,164.42
Williamsport Area School District	Williamsport , PA	\$ 874,508.00
Sullivan County School District	Laporte, PA	\$ 155,702.23
Northern Tioga School District	Elkland, PA	\$ 427,303.11
Southern Tioga School District	Blossburg, PA	\$ 456,570.44
Wellsboro Area School District	Wellsboro, PA	\$ 299,697.52

Allowable/Unallowable Costs

Costs must be: necessary, reasonable, allocable, and documented.

Guiding questions:

- Is the cost reasonable and necessary for the program?
- Do sound business practices support the expenditure?
- Does the expense support the purpose of the grant?
- Is the expense in compliance with laws, regulations and grant terms?
- Is the price comparable to that of similar goods or services in the geographic area?
- Is the purchase for excess cost of educating students with disabilities?

For a particular cost to be allowed, it must be an excess cost of providing special education and related services for IDEA Part B.

Costs that are allowed can include, but may not be limited to, the following. However, every effort must be made to allocate ACCESS reimbursable costs to state or local funding whenever possible:

- Extended school year (ESY) programs including ESY transportation and ESY for students with disabilities placed out of state through the Special Education Plan Revision Process (SEPRN)
- Supplemental education costs to support the implementation of the Cordero court decision
- Training programs for parents, teachers and professionals/paraprofessionals who work with students with disabilities
- Occupational and physical therapy
- Hearing impaired services
- Vision impaired services
- Physically impaired services
- Audiology
- Assistive technology specialist
- Orientation and mobility specialists
- Psychiatrists (MD certified for SED)
- Adaptive physical education
- Work experience coordinator and job coaches
- Speech therapy
- Special education teachers
- Clerical staff directly working with allowable professional staff
- Teacher's aides
- Bus aides
- Assistive devices
- Psychological services
- Social worker
- IEP specified nursing functions
- Program Monitoring and Evaluation
- Coordinated Early Intervening Services (optional -- available to school districts and public charter schools)

Costs that are **not allowed** can include, but may not be limited to, the following:

- Any expenditure made before the beginning date or after the ending date of an approved project
- School transportation (except for field trips, ESY transportation, etc.)
- Operational costs for school owned property (rent, heat, telephones)
- School administrators
- Construction
- Business costs
- Membership in organizations for individuals
- Travel expenses (except for project paid staff or attendance at project paid activities)
- Food, beverages or snacks (there is a high burden of proof that paying for food, beverages or snacks with federal funds is necessary to meet the goals and objectives of a federal grant)
- Rental costs for IU programs housed in school district operated buildings
- Costs related to legal counsel and/or attorney fees

2400 Reach Road, PO Box 3609
Williamsport, PA 17701
Phone: (570) 323-8561
FAX: (570) 323-1738



33 Springbrook Drive
Canton, PA 17724
Phone: (570) 673-6001
Fax: (570) 673-6007

G-2

Web address: <http://www.iu17.org>

BLaST Intermediate Unit 17 DaRTS Software Agreement

The background of this Agreement is as follows:

- I. This Software License Agreement is made and entered into as of the date of the last signature below by and between **BLaST Intermediate Unit** (Intermediate Unit 17, referred to throughout this Agreement as "**BLaST**"), is an intermediate unit established by and existing under Chapter 11 of the Public School Code of 1949, as amended, 24 P. S. §9-951 et seq., with its principle place of business at 33 Springbrook Drive, Township of Canton, Bradford County, Pennsylvania 17724, and **Montoursville Area School District**, (referred to throughout this agreement as the "**Purchaser**").
- II. **BLaST Technology Group** provides various technology services to numerous entities, primarily public school districts and entities.
- III. **Purchaser** desires to retain **BLaST** to provide certain technology services.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS CONTAINED IN THIS AGREEMENT, PURCHASER AND BLaST AGREE THAT:

1. **Effective Date.** The effective date of this Agreement shall be as set forth on Exhibit 1.
2. **Completion Date.** The completion date of this Agreement shall be as set forth on Exhibit 1.
3. **Description of Services.** **BLaST** shall provide **Purchaser** the services as set forth on Exhibit 1.
4. **Cost and Payment.** The cost for the services and the payment schedule shall be as set forth on Exhibit 1.
5. **Best Efforts.** **BLaST** shall use its best efforts to assure reliability and security of its services.

BLaST shall not be responsible for work delayed or invalidated because of technological problems, software problems, system failures, or similar problems beyond the control of **BLaST**.

6. **Additional Services.** **BLaST** shall not be obligated to provide to **Purchaser** any additional services unless otherwise set forth in a writing signed by both parties.

7. **Ownership.** All programs, systems, and special form designs, which may be made available by **BLaST to Purchaser** as a part of the services provided under this Agreement, shall remain the property of **BLaST** unless otherwise set forth on Exhibit 1 or in some other writing signed by both parties.
8. **Entire Written Agreement.** **BLaST HAS MADE NO WARRANTIES OR REPRESENTATIONS, EXPRESSED OR IMPLIED, CONCERNING THE TECHNOLOGY SERVICES OTHER THAN THOSE CONTAINED IN THIS AGREEMENT.**
9. **Entire Agreement.** This document represents the entire Agreement between **BLaST** and **Purchaser** and all prior conversations, agreements, or representations related to this Agreement are deemed to have been integrated into it.
10. **Indemnification.** The Parties agree to indemnify, defend and hold harmless each other and each other's respective employees, directors, officers, subcontractors, and agents from and against all claims, actions damages, losses, liabilities, fines, penalties, costs or expenses (including without limitation reasonable attorneys' fees) suffered by the indemnified party arising from or in connection with any breach of this agreement, or any negligent or wrongful acts or omissions in connection with this agreement, by the indemnifying party or by its employees, directors, officers, sub contractors, or agents. The Parties indemnification obligation shall survive the expiration or termination of the agreement. Each party shall hold the other harmless from any liability, including court costs and expenses of litigation, by reason of claims arising out of the use or misuse of the software and hardware products used to provide the technology services, which are subject of this Agreement. Each party waives its right of subrogation against the other with respect to any claim in any way arising out of, or related to, the subject of this Agreement.
11. **Alteration of Agreement.** No alterations of this Agreement shall be binding on either party unless they are in writing signed by both parties.
12. **Severability.** If any clause of this Agreement is declared invalid or unenforceable for any reason, its invalidity shall not affect any other clause or provision the interpretation of which is not affected by the invalid provision.
13. **Notices.** All notices required by this Agreement shall be delivered by certified mail to the parties at the addresses in paragraphs I and II of the background of this Agreement.
14. **Governing Law.** This Agreement shall be governed by and construed under the laws of the Commonwealth of Pennsylvania.
15. **Survival of Agreement.** This Agreement shall be binding on the successors and assigns of both parties.
17. **Captions.** The underscored captions appearing at the beginning of each section of this Agreement are for reference and convenience only and shall be totally disregarded whenever an interruption of this Agreement is required.

18. **Nondisclosure:** Unless prior written consent is obtained from a party hereto, the other party will keep in strictest confidence all information identified by the first party as confidential, or which, from the circumstances, in good faith and in good conscience, should be treated as confidential; provided that (a) the owner thereof has taken reasonable measures to keep such information secret; and (b) the information derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable through proper means by the public. Such information includes but is not limited to all forms and types of financial, business, scientific, technical, economic, or engineering information, including patterns, plans, complications, program devices, formulas, designs, prototypes, methods, techniques, processes, procedures, programs, or codes, whether tangible or intangible, and whether or not stored, compiled, or memorialized physically, electronically, graphically, photographically, or in writing. A party shall be excused from these nondisclosure provisions if the information has been, or is subsequently, made public by the disclosing party, is independently developed by the other party, if the disclosing of the information, or if the disclosure is required by any law or governmental or quasi-governmental rule or regulation.

Purchaser shall not disclose to third parties the rates, terms, or conditions of this Agreement or any proprietary or confidential information of the Purchaser, except as necessary for the operation of Purchaser's business and under non-disclosure agreement between Purchaser and third parties, or as required by law.

Such information shall also include (without limitation) the following information of Purchaser and/or and Consortium Participant, regardless of its economic value: course content and design information and procedures, price/fee lists, school and student data and other records, details of Purchaser's operations, contacts, business plans, products and services, and any document or information containing information, data or records relating to any student, his/her education and/or his/her identity.

IN WITNESS WHEREOF, the parties have set their hands and seals on the dates indicated.

Jon Paulhamus
Director of Technology

Dr. Christina Steinbacher-Reed
Executive Director

PRINT NAME ABOVE

PRINT NAME ABOVE

Date: _____

Date: _____

WITNESS:

DISTRICT:

PRINT NAME ABOVE

PRINT NAME ABOVE

Date: _____

Title: _____

EXHIBIT - 1

Specification for DaRTS Software Services to be provided: 2021 - 2022 Fiscal Year.

Scope: The BLaST IU17 Technology Division shall provide **Montoursville Area School District** with secured access to the DaRTS application servers running in BLaST's data center.

License Costs: *(Please select all that apply)*

☒ Application Use

Penn Data, IEP, Child Accounting, Services Rendered / ACCESS Module

\$2,500 per year for the base package and \$175.00 per teacher per year.

- **Please fill in:** 13 # of teachers/users
(Does not include PennData Clerk and Special Education Director)

Initial deployment includes 8 hours of training that may be split into 2 sessions.

Customized software development, reports and data exports \$110.00 per hour.

☐ E-Signature Module

\$500 per year for E-Signature module access and \$2.00 per document requesting signatures.

- There are no limitations on the number of electronic signatures requested per document.
- E-Signature totals are tracked and billed at the end of each month.

☐ Additional Training Costs(if needed can be charged at a later date):

\$950.00 per day (2 presenters) plus travel expenses

Effective date: July 1, 2021

Completion date: June 30, 2022

* Alterations to this contract shall be agreed upon in writing by both parties.

2400 Reach Road, PO Box 3609
Williamsport, PA 17701
Phone: (570) 323-8561
FAX: (570) 323-1738



33 Springbrook Drive
Canton, PA 17724
Phone: (570) 673-6001
Fax: (570) 673-6007

Web address: <http://www.iu17.org>

BLaST Intermediate Unit 17 Technology Services Agreement

The background of this Agreement is as follows:

- I. **BLaST Intermediate Unit** (Intermediate Unit 17, referred to throughout this Agreement as "BLaST"), is an intermediate unit established by and existing under Chapter 11 of the Public School Code of 1949, as amended, 24 P. S. §9-951 et seq., with its principle place of business at 33 Springbrook Drive, Township of Canton, Bradford County, Pennsylvania 17724.
- II. **Montoursville Area School District** (referred to throughout this Agreement as "Purchaser"), is a school district, with its principle place of business at 50 North Arch Street, Montoursville, PA 17754.
- III. **BLaST Technology Group** provides various technology services to other entities.
- IV. **Purchaser** desires to retain **BLaST** to provide certain technology services.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS CONTAINED IN THIS AGREEMENT, PURCHASER AND BLaST AGREE THAT:

1. **Effective Date.** The effective date of this Agreement shall be as set forth on Exhibit 1.
2. **Completion Date.** The completion date of this Agreement shall be as set forth on Exhibit 1.
3. **Description of Services.** BLaST shall provide **Purchaser** the services as set forth on Exhibit 1.
4. **Cost and Payment.** The cost for the services and the payment schedule shall be as set forth on Exhibit 1.
5. **Best Efforts.** BLaST shall use its best efforts to assure reliability and security of its services.

BLaST shall not be responsible for work delayed or invalidated because of technological problems, software problems, system failures, or similar problems beyond the control of BLaST.

6. **Additional Services.** BLaST shall not be obligated to provide to **Purchaser** any additional services unless otherwise set forth in a writing signed by both parties.
7. **BLaST and Purchaser** shall reach a supplemental Agreement in writing before BLaST resumes its services under this Agreement. If the supplemental Agreement contains a revised estimated maximum cost, it shall be subject to the provisions of this section of this

Agreement.

Or, if no such supplemental Agreement is reached, **BLaST** shall bill, and **Purchaser** shall pay **BLaST**, for all services rendered to the date of suspension and this Agreement shall terminate.

The foregoing provisions shall apply when, in the course of **BLaST** providing services at an estimated maximum cost, **Purchaser** requests additional services which will cause the costs to exceed the estimate.

8. **Ownership.** All programs, systems, and special form designs, which may be made available by **BLaST** to **Purchaser** as a part of the services provided under this Agreement, shall remain the property of **BLaST** unless otherwise set forth on Exhibit 1 or in some other writing signed by both parties.
9. **Entire Written Agreement.** **BLaST** HAS MADE NO WARRANTIES OR REPRESENTATIONS, EXPRESSED OR IMPLIED, CONCERNING THE TECHNOLOGY SERVICES OTHER THAN THOSE CONTAINED IN THIS AGREEMENT.
10. **Entire Agreement.** This document represents the entire Agreement between **BLaST** and **Purchaser** and all prior conversations, agreements, or representations related to this Agreement are deemed to have been integrated into it.
11. **Indemnification.** The Parties agree to indemnify, defend and hold harmless each other and each other's respective employees, directors, officers, subcontractors, and agents from and against all claims, actions damages, losses, liabilities, fines, penalties, costs or expenses (including without limitation reasonable attorneys' fees) suffered by the indemnified party arising from or in connection with any breach of this agreement, or any negligent or wrongful acts or omissions in connection with this agreement, by the indemnifying party or by its employees, directors, officers, sub contractors, or agents. The Parties indemnification obligation shall survive the expiration or termination of the agreement. Each party shall hold the other harmless from any liability, including court costs and expenses of litigation, by reason of claims arising out of the use or misuse of the software and hardware products used to provide the technology services, which are subject of this Agreement. Each party waives its right of subrogation against the other with respect to any claim in any way arising out of, or related to, the subject of this Agreement.
12. **Alteration of Agreement.** No alterations of this Agreement shall be binding on either party unless they are in writing signed by both parties.
13. **Severability.** If any clause of this Agreement is declared invalid or unenforceable for any reason, its invalidity shall not affect any other clause or provision the interpretation of which is not affected by the invalid provision.
14. **Notices.** All notices required by this Agreement shall be delivered by certified mail to the parties at the addresses in paragraphs I and II of the background of this Agreement.
15. **Governing Law.** This Agreement shall be governed by and construed under the laws of the Commonwealth of Pennsylvania.
16. **Survival of Agreement.** This Agreement shall be binding on the successors and assigns of both parties.

17. **Captions.** The underscored captions appearing at the beginning of each section of this Agreement are for reference and convenience only and shall be totally disregarded whenever an interruption of this Agreement is required.
18. **Nondisclosure:** Unless prior written consent is obtained from a party hereto, the other party will keep in strictest confidence all information identified by the first party as confidential, or which, from the circumstances, in good faith and in good conscience, should be treated as confidential; provided that (a) the owner thereof has taken reasonable measures to keep such information secret; and (b) the information derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable through proper means by the public. Such information includes but is not limited to all forms and types of financial, business, scientific, technical, economic, or engineering information, including patterns, plans, complications, program devices, formulas, designs, prototypes, methods, techniques, processes, procedures, programs, or codes, whether tangible or intangible, and whether or not stored, compiled, or memorialized physically, electronically, graphically, photographically, or in writing. A party shall be excused from these nondisclosure provisions if the information has been, or is subsequently, made public by the disclosing party, is independently developed by the other party, if the disclosing of the information, or if the disclosure is required by any law or governmental or quasi-governmental rule or regulation.

Licensee shall not disclose to third parties the rates, terms, or conditions of this Agreement or any proprietary or confidential information of the Licensee, except as necessary for the operation of Licensee's business and under non-disclosure agreement between Licensee and third parties, or as required by law.

Such information shall also include (without limitation) the following information of Licensee and/or and Consortium Participant, regardless of its economic value: course content and design information and procedures, price/fee lists, school and student data and other records, details of Licensee's operations, contacts, business plans, products and services, and any document or information containing information, data or records relating to any student, his/her education and/or his/her identity.

IN WITNESS WHEREOF, the parties have set their hands and seals on the dates indicated.

Director of Technology

Executive Director

Jon Paulhamus

Dr. Christina Steinbacher-Reed

Date:

Date:

WITNESS:

Montoursville Area School District

PRINT NAME ABOVE

PRINT NAME ABOVE

Date:

Title:

EXHIBIT – 1

Specification for Technology Services to be provided for 2021-2022 Fiscal Year.

Scope: The BLaST Technology Division shall provide network engineering or other related technology services.

Service rates are for one network engineer billable at an hourly rate in agreement with the services provided in accordance to Exhibit - 2. Additional engineer services may be purchased at this same hourly rate.

Clients shall be given the option of requesting specific days of service. However, due to scheduling requirements, BLaST reserves the right to make a final determination in the engineer(s) assignment.

Invoices for engineer(s) service shall be issued at the beginning of each month following the service completion.

Invoicing for parts/materials shall be issued monthly.

The effective date of this Agreement is as follows:

Effective date: July 1, 2021

Completion date: June 30, 2022

Alterations to this contract shall be agreed upon in writing by both parties.

Invoicing shall be in accordance with School Library Consortium (SLC) e-rate guidelines whenever appropriate.

Transfers of Ownership to Purchaser: None. The purchaser shall retain title to all hardware and software mentioned above.

EXHIBIT – 2



Technology Service Fees

	Intermediate Unit 17 IU17 Districts Northern Tier Career Center Lycoming Career and Technology Center Non-Public Schools	Non-Intermediate Unit 17 Government Educational Partners Non-IU17 Districts Intermediate Units
Standard Service Rates		
8am to 4pm based on agency	\$80/hour	\$90/hour
High Level Service Rates		
Core Switching Routing Services Firewalls Virtualization Setup / Integration Point to Point Wi-Fi Site Connectivity Server Migrations Storage Integration – iSCSI SAN's SIP Trunking Configurations Fiber Optic Termination / Splicing	\$110/hour	\$120/hour
After Hours / Unscheduled Service Rates		
Outside of standard hours of operation*		
Unscheduled services during standard hours of operation*	\$120/hour	\$125/hour

* Standard hours of operation are 8:00am-4:00pm

All services will be logged in the Intermediate Unit Project Tracking System (IUPTS) within the appropriate service category, and invoices will be generated along with appropriate backup for each job.



Jon Paulhamus
Director of Technology
BLaST IU 17 - Williamsport
570-323-8561 x1006

Williamsport Office
2400 Reach Road • Williamsport, PA 17701
570-323-8561 | 570-323-1738 fax

Canton Office
33 Springbrook Drive • Canton, PA 17724
570-673-6001 | 570-673-6007 Fax

www.iu17.org



pennsylvania

DEPARTMENT OF EDUCATION

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF EDUCATION
333 MARKET STREET
HARRISBURG, PA 17126-0333
www.education.pa.gov

Food Service Management Company (FSMC)
Renewal Year **Fixed Price Contract**

Montoursville Area School District

117-41-510-3

July 1, 2021 to June 30, 2022

Any School Food Authority (SFA) selecting to renew a contract with their current FSMC must prepare a Renewal Year Contract utilizing this document which may not be re-typed or changed in any way. Addendums to the renewal year contract are not permitted. Should the SFA and FSMC enter into any addendum, the Division of Food and Nutrition (DFN) will not review the addendum and the language in this document prevails as binding.

Agreement Page

The Pennsylvania Department of Education (PDE) provides this contract as a service to sponsors, therefore; PDE shall not be named as a party to this contract. The School Food Authority, hereafter referred to as the SFA, is the responsible authority, without recourse to PDE and/or the United States Department of Agriculture (USDA) regarding the settlement and satisfaction of all issues arising under this contract. This includes, but is not limited to, disputes, claims, protest of award or source evaluation.

The FSMC certifies that they shall operate in accordance with all applicable State and Federal regulations.

The FSMC certifies that all terms and conditions within the Bid Solicitation shall be considered a part of the contract as if incorporated therein.

This Agreement shall be in effect for one year starting **July 1, 2021** and may be renewed by agreement for up to 1 additional one-year period(s).

IN WITNESS WHEREOF, the parties hereto have caused this contract to be signed by their duly authorized representative on the date signed.

Montoursville Area School District

SFA

The Nutrition Group

FSMC

Signature (in blue ink only) of Authorized Representative

Signature (in blue ink only) of Authorized Representative

Brandy N. Smith

Printed Name of Authorized Representative

Mary Kay Bukeavich

Printed Name of Authorized Representative

Business Manager

Title

Regional Manager

Title

Date Signed by SFA

Date Signed by FSMC

Appendix A

SFA Renewal Certification of Acknowledgement

Initial below next to each statement certifying that you have read and fully understand the contents of this contract.

- A. I certify that I, Brandy N. Smith, on behalf of Montoursville Area School District, have read and fully understand the contents of this contract. I understand that the SFA must maintain oversight of the food service operations and that these responsibilities will not be delegated to the FSMC. I also understand that the SFA is responsible for closely monitoring the FSMC contract and the FSMC's daily activities.

Initial Here:

- B. I certify that I, nor any employees (including School Board members) of Montoursville Area School District, will not solicit or accept donations, gratuities, nor favors from current or potential FSMCs (i.e. gifts, golf outings, meals, etc.).

Initial Here:

- C. I certify that Montoursville Area School District has a written Code of Conduct that addresses conflicts of interest and governing the performance of its employees engaged in the selection, award and administration of contracts, and will make sure all employees are aware of said standards.

Initial Here:

- D. I certify that I have read and understand what the allowable costs are for all of the applicable CN programs.

Initial Here:

- E. I certify that Montoursville Area School District will be legally responsible for the conduct of the food service program, and shall supervise the food service operations in such manner as will ensure compliance with the rules and regulations of PDE and the USDA regarding each of the CN programs covered by this contract.

Initial Here:

- F. I certify that the Business Manager will fulfill the SNP director responsibilities. The SNP director must be an employee of the SFA, meet the minimum Professional Standards requirements, and provide program oversight, including but not limited to, ensuring that the FSMC's food service director and all food service staff meet the Professional Standards requirements. Every person identified as a director must meet the minimum hiring standards and accrue minimum training hours yearly. Directors must also accrue eight (8) hours of food safety training upon hire and every five (5) years thereafter.

Initial Here:

- G. I certify that Montoursville Area School District shall retain control of the CN programs' non-profit school food service account, signature authority, and overall financial responsibility for the CN programs. This includes access to the PEARS account, COMPASS, or PrimeroEdge Student Eligibility System.

Initial Here:

- H. I certify that CN programs are the responsibility of Montoursville Area School District and Montoursville Area School District is responsible for all contractual agreements entered into in connection with the CN programs.

Initial Here:

- I. I certify that Montoursville Area School District will be responsible for determining student eligibility for all applicable programs and that The Nutrition Group will have no involvement in the process.

Initial Here: _____

- J. I certify that Montoursville Area School District will retain all records for the current year plus the three additional years beyond the end of the contract.

Initial Here: _____

- K. I certify that all food will be in compliance with the current meal standards and Local Wellness Policy.

Initial Here: _____

- L. I certify that Montoursville Area School District will monitor The Nutrition Group in order to ensure compliance with USDA regulations.

Initial Here: _____

- M. I certify that Montoursville Area School District has created an advisory board composed of students, teachers, and parents to assist in menu planning.

Initial Here: _____

- N. I certify that Montoursville Area School District will not delegate any of the above responsibilities to the FSMC.

Initial Here: _____

- O. I certify that neither Montoursville Area School District nor its principals/authorized representatives is presently debarred, suspended, proposed for debarment, declared ineligible, disqualified, or voluntarily excluded from participation in this transaction by any Federal/State department or agency.

Initial Here: _____

- P. I certify that neither Montoursville Area School District nor any of its principals/authorized representatives has a reported criminal background that would affect the receipt of Federal funds.

Initial Here: _____

- Q. I certify that The Nutrition Group is not a paid consultant or contractor with Montoursville Area School District in any other capacity than for this contract.

Initial Here: _____

I certify under penalty of perjury that the information on these forms is true and correct, and that I will immediately report to the state agency any changes that occur to the information submitted. I understand that this information is being given in connection with receipt of federal funds. The state agency may verify information; and the deliberate misrepresentation of information will subject me to prosecution under applicable federal and state criminal statutes.

On behalf of Montoursville Area School District, I hereby agree to comply with all state and federal laws and regulations governing the CN programs administered by the state agency. In accordance with Federal law and USDA policy, Montoursville Area School District does not discriminate on the bases of race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. I will ensure that all monthly claims for reimbursement are true and correct and that records are available to support these claims.

Name of Authorized Representative

Brandy N. Smith

Title of Authorized Representative

Business Manager

Signature of Authorized Representative
(in blue ink only)

Date Signed

Appendix B

FSMC Certification of Acknowledgement

Initial below next to each statement certifying that you have read and fully understand the contents of this contract.

- A. I certify that I, Mary Kay Bukavich, on behalf of The Nutrition Group, have read and fully understand the contents of this contract.

Initial Here: _____

- B. I certify that I, nor any of the employees of The Nutrition Group, have not received any solicitations from any Montoursville Area School District employee. In addition, I certify that no gifts, donations, or anything of monetary value (i.e. golf outings, meals, etc.) have been provided.

Initial Here: _____

- C. I certify that employees of The Nutrition Group will be trained to understand and comply with all necessary trainings including the current written Code of Conduct authored by Montoursville Area School District.

Initial Here: _____

- D. I certify that all of The Nutrition Group food service employees meet the minimum Professional Standards requirements.

Initial Here: _____

- E. I certify that Montoursville Area School District will be legally responsible for the conduct of the food service program, and shall have access to all necessary documents, which will be maintained onsite, including but not limited to all contracts with vendors so that they may supervise the food service operations in such manner as will ensure compliance with the rules and regulations of PDE and the USDA regarding each of the CN programs covered by this contract.

Initial Here: _____

- F. I certify that The Nutrition Group will not have control of the CN programs' non-profit school food service account, signature authority, and overall financial responsibility for the CN programs. This includes access to the PEARS account, COMPASS, or the PrimeroEdge Student Eligibility System.

Initial Here: _____

- G. I certify that Montoursville Area School District will be responsible for determining student eligibility for all applicable programs and that The Nutrition Group will have no involvement in the process.

Initial Here: _____

- H. I certify that all food will be in compliance with the current meal standards and Local Wellness Policy.

Initial Here: _____

- I. I certify that neither The Nutrition Group nor its principals/authorized representatives is presently debarred, suspended, proposed for debarment, declared ineligible, disqualified, or voluntarily excluded from participation in this transaction by any Federal/State department or agency.

Initial Here: _____

J. I certify that The Nutrition Group will comply with all applicable standards, orders, or requirements issued under the Clean Air Act and the Federal Water Pollution Control Act and will report violations to the Federal awarding agency and the Regional Office of the Environmental Protection Agency.

Initial Here: _____

K. I certify that neither The Nutrition Group nor any of its principals/authorized representatives has a reported criminal background that would affect the involvement in CN programs.

Initial Here: _____

L. I certify that The Nutrition Group is not a paid consultant or contractor with Montoursville Area School District in any other capacity than for this contract.

Initial Here: _____

I certify under penalty of perjury that the information on these forms is true and correct, and that I will immediately report to the SFA any changes that occur to the information submitted. I understand that this information is being given in connection with receipt of federal funds. The state agency may verify information; and the deliberate misrepresentation of information will subject me to prosecution under applicable federal and state criminal statutes.

On behalf of The Nutrition Group, I hereby agree to comply with all state and federal laws and regulations governing the CN programs administered by the state agency. In accordance with Federal law and USDA policy, The Nutrition Group does not discriminate on the bases of race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Name of Authorized Representative

Mary Kay Bukeavich

Title of Authorized Representative

Regional Manager

Signature of Authorized Representative
(in blue ink only)

Date Signed

Acknowledgement of Personnel Relationships

☐ Yes ☒ No, the Montoursville Area School District employs the same person/people that is/are employee(s) of the The Nutrition Group.

If Yes, we the undersigned certify that the employee(s):

- Does/will not have a real or apparent conflict of interest.
- Does/will not participate in the selection, award, or administration of the contract.
- Does/will not have access to or control of the food service financial account.
- Does/will not be involved in the establishment of the selling prices for all reimbursable and non-reimbursable meals, a la carte items, adult meals, catering, or vending items.
- Does/will not have access to CN PEARS, COMPASS, or the PrimeroEdge Student Eligibility System.
- Does/will not be involved in the completion, distribution or collection of the parent letters and household applications for free and reduced price meals.
- Does/will not be involved in the determination or verification of eligibility for free and reduced price meals.

Employee Name	SFA Position Title and Job Duties	FSMC Position Title and Job Duties

Montoursville Area School District

SFA

Signature (in blue ink only) of Authorized Representative

Brandy N. Smith

Printed Name of Authorized Representative

Business Manager

Title

Date Signed

The Nutrition Group

FSMC

Signature (in blue ink only) of Authorized Representative

Mary Kay Bukeavich

Printed Name of Authorized Representative

Regional Manager

Title

Date Signed

Certification Regarding Debarment and Suspension

This certification is required by the regulations implementing Executive Order 12549 and 12689, "Debarment and Suspension" (Title 2 CFR Part 180). These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities.

- (1) The prospective participant certifies, by submission of this proposal, that neither it nor its principals:
 - (a) Are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;
 - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.
- (2) Where the prospective participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name of FSMC

The Nutrition Group

Name of Authorized Representative

Mary Kay Bukeavich

Title of Authorized Representative

Regional Manager

Signature of Authorized Representative
(in blue ink only)

Date Signed

Certification Regarding Lobbying

Applicable to Grants, Subgrants, Cooperative Agreements, and Contracts Exceeding \$100,000 in Federal Funds

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all covered subawards exceeding \$100,000 in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

Name of FSMC

The Nutrition Group

Name of Authorized Representative

Mary Kay Bukeavich

Title of Authorized Representative

Regional Manager

Signature of Authorized Representative
(in blue ink only)

Date Signed

Disclosure of Lobbying Activities
Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

☐ Applicable ☒ Not Applicable
(This form must be signed regardless of Applicability)

1. Type of Federal Action: _____ a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: _____ a. bid/offer/ application b. initial award c. post-award	3. Report Type: _____ a. initial filing b. material change For Material Change Only: Year _____ Quarter _____ Date of Last Report _____
4. Name and Address of Reporting Entity: Prime Subawardee Tier, if known: Congressional District, if known:	5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, if applicable:	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Entity: (last name, first name, MI) 10. b. Individuals Performing Services (including address if different from No. 10.a.) (Attach Continuation Sheet(s) SF-LLL-A if Necessary) (if individual, last name, first name, middle)		
11. Amount of Payment (check all that apply): \$ _____ Actual \$ _____ Planned	13. Type of payment (check all that apply): ____ a. retainer ____ b. one-time fee ____ c. commission ____ d. contingent fee ____ e. deferred ____ f. other; specify:	
12. Form of Payment (check all that apply): ____ a. cash ____ b. in-kind; specify: Nature _____ Actual _____		
14. Brief Description of Services Performed or to be Performed and Date(s) of Service, including officer(s), employee(s), or member(s) contracted for Payment indicated in Item 11: (Attach Continuation Sheet(s) SF-LLL-A, if necessary)		
15. Are Continuation Sheet(s) SF-LLL-A Attached: Yes _____ (Number _____) No _____		
16. Information requested through this form is authorized by Title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.		
Signature: (in blue ink only) Name: Mary Kay Bulawitch Title: Regional Manager Telephone: 570.760.8481 Date: 11/29/2010		

Disclosure of Lobbying Activities
Continuation Sheet SF-LLL-A

Reporting Entity: _____ Page _____ of _____

Instructions for Completion of SF-LLL, Disclosure of Lobbying Activities

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. Section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use of SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state, and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee; e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee", then enter the full name, address, city, state, and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) Number, Invitation for Bid (IFB) Number; grant announcement number; the contract, grant or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes e.g., "RFP-DE-90-001".
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state, and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.
(b) Enter the full names of the individual(s) performing services and include full address if different from 10(a). Enter Last Name, First Name, and Middle Initial (MI).
11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
12. Check all that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
13. Check all that apply. If other, specify nature.
14. Provide a specific and detailed description of the services that the lobbyist has performed or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
15. Check whether a SF-LLL-A Continuation Sheet(s) is attached. List number of sheets, if yes.
16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-00046), Washington, DC 20503.

SNP Fixed Price - Renewal Year **Projected Operating Costs**

SFA : Montoursville Area School District
 FSMC: The Nutrition Group

Contract Begin Date 07/01/2021
 Contract End Date 06/30/2022
 Days of Service 180

Section 1 - Actual "In-School" Revenue

To be completed by SFA (include SSO Reimbursements, if applicable)

BREAKFASTS:

	<u>MEALS</u>	<u>RATES</u>	<u>REVENUE</u>
Elementary Paid	6,188	\$ 1.10	\$ 6,806.80
Elementary Tiered Paid	0		\$ 0.00
Elementary Reduced Price	546	\$ 0.30	\$ 163.80
Middle Paid	7,098	\$ 1.10	\$ 7,807.80
Middle Tiered Paid	0		\$ 0.00
Middle Reduced Price	546	\$ 0.30	\$ 163.80
Secondary Paid	1,274	\$ 1.10	\$ 1,401.40
Secondary Tiered Paid	0		\$ 0.00
Secondary Reduced Price	364	\$ 0.30	\$ 109.20
Adult Paid	0		\$ 0.00
A la Carte Sales	0		\$ 0.00
Subtotal Breakfasts	16,016		\$ 16,452.80

LUNCHES:

Elementary Paid	36,180	\$ 2.60	\$ 94,068.00
Elementary Tiered Paid	0		\$ 0.00
Elementary Reduced Price	1,980	\$ 0.40	\$ 792.00
Middle Paid	36,720	\$ 2.75	\$ 100,980.00
Middle Tiered Paid	0		\$ 0.00
Middle Reduced Price	3,240	\$ 0.40	\$ 1,296.00
Secondary Paid	36,720	\$ 2.75	\$ 100,980.00
Secondary Tiered Paid	0		\$ 0.00
Secondary Reduced Price	1,800	\$ 0.40	\$ 720.00
Adult Paid	6,840	\$ 1.00	\$ 6,840.00
A la Carte Sales	57,060	\$ 1.00	\$ 57,060.00
Subtotal Lunches	116,640		\$ 362,736.00

SNACKS/SUPPLEMENTS:

Paid	0		\$ 0.00
Reduced Price	0		\$ 0.00
Adult Paid	0		\$ 0.00
A la Carte Sales	0		\$ 0.00
Subtotal Snacks/Supplements	0		\$ 0.00

OTHER:

Special Milk			
Vending Machine Sales			
Special Functions (Internal)			\$ 720.00
Subtotal Other			\$ 720.00

Total "In-School" Revenue	132,656		\$ 379,908.80
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SNP Fixed Price Projected Operating Costs

SFA Name: Montoursville Area School DistrictContract Begin Date: 07/01/2021**Section 2 - Federal Reimbursements**

To be completed by SFA (include SSO Reimbursements, if applicable)

BREAKFASTS:

	<u>MEALS</u>	<u>RATES</u>	<u>Reimbursements</u>
Free	4,914	\$ 1.89	\$ 9,287.46
Free, Severe Need	11,102	\$ 2.26	\$ 25,090.52
Reduced	364	\$ 1.59	\$ 578.76
Reduced, Severe	1,092	\$ 1.96	\$ 2,140.32
Need Paid	14,560	\$ 0.32	\$ 4,659.20
Subtotal Breakfasts	32,032		\$ 41,756.26

HIGH RATE LUNCHES:

Free	0	\$ 3.53	\$ 0.00
Reduced	0	\$ 3.13	\$ 0.00
Paid	0	\$ 0.35	\$ 0.00
Subtotal High Rate Lunches	0		\$ 0.00

LOW RATE LUNCHES:

Free	67,680	\$ 3.51	\$ 237,556.80
Reduced	7,020	\$ 3.11	\$ 21,832.20
Paid	109,620	\$ 0.33	\$ 36,174.60
Subtotal Low Rate Lunches	184,320		\$ 295,563.60

SNACKS/SUPPLEMENTS:

Free	0	\$ 0.96	\$ 0.00
Reduced	0	\$ 0.48	\$ 0.00
Paid	0	\$ 0.08	\$ 0.00
Subtotal Snacks/Supplements	0		\$ 0.00

SPECIAL MILK:

Paid	0	\$ 0.2025	\$ 0.00
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Performance Based Reimbursement (if certified):

Lunches	184,320	\$ 0.07	\$ 12,902.40
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Total Federal Reimbursement

216,352	\$ 350,222.26
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SNP Fixed Price Projected Operating Costs

SFA Name: Montoursville Area School DistrictContract Begin Date: 07/01/2021**Section 3 - State Reimbursements**

To be completed by SFA (include SSO Reimbursements, if applicable)

BREAKFASTS:

	<u>MEALS</u>	<u>RATES</u>	<u>Reimbursements</u>
Free	4,914	\$ 0.10	\$ 491.40
Free, Severe Need	11,102	\$ 0.10	\$ 1,110.20
Reduced	364	\$ 0.10	\$ 36.40
Reduced, Severe	1,092	\$ 0.10	\$ 109.20
Need Paid	14,560	\$ 0.10	\$ 1,456.00
Subtotal Breakfasts	32,032		\$ 3,203.20

LUNCHES:

Free	67,680	\$ 0.10	\$ 6,768.00
Reduced	7,020	\$ 0.10	\$ 702.00
Paid	109,620	\$ 0.10	\$ 10,962.00
Additional amount for Lunch if Breakfast participation <=20%	159,480	\$ 0.02	\$ 3,189.60
Additional amount for Lunch if Breakfast participation >20%	24,840	\$ 0.04	\$ 993.60
Subtotal Lunches	184,320		\$ 22,615.20

Total State Reimbursement	216,352	\$ 25,818.40
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Section 4 - Other Income

To be completed by SFA

Other Income: Catering (External)	\$ 0.00
Other Income: Sponsor to Sponsor Agreements	\$ 0.00
Interest Income	\$ 4,447.29

Total Other Income		\$ 4,447.29
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Revenue Summary

Total "In-School Revenue"	\$ 379,908.80
Total All Reimbursements	\$ 376,040.66
Total Other Income	\$ 4,447.29
Total Revenue	\$ 760,396.75

Commodity Usage @	\$ 0.2450	184,320	-\$ 45,158.40
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SNP Fixed Price Projected Operating Costs

SFA Name: Montoursville Area School DistrictContract Begin Date: 07/01/2021

Section 5 - Meal Equivalents

A la Carte Meal Equivalents

Federal reimb. - free, high lunch	
Federal reimb. - free, low lunch	\$ 3.5100
Performance Based reimb.	\$ 0.0700
State reimb. - free, lunch	\$ 0.1000
Commodity Usage	\$ 0.2450
Total	\$ 3.9250

A la carte revenue	\$ 57,060.00
Adult meal revenue	\$ 6,840.00
Vending Sales	\$ 0.00
	\$ 63,900.00
Meal Equivalents	16,280
Reimbursable Meals	216,352
Total Meals	232,632

Section 6 - SFA Costs

To be completed by SFA (if applicable)

EXPENSES:**Direct Labor and Benefits**

SFA Labor Costs (must equal to grand total on Attachment 6)	\$ 100,696.07
SFA Fringe Costs (must equal to grand total on Attachment 7)	\$ 63,683.24

	<u>TOTAL COST</u>
	\$ 100,696.07
	\$ 63,683.24
Subtotal Labor and Benefits	\$ 164,379.31

Direct Costs (Must itemize)

	Subtotal Direct Costs	\$ 0.00
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Indirect Costs (Must Itemize)

	Subtotal Indirect Costs	\$ 0.00
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Subtotal SFA Costs**\$ 164,379.31**

SNP Fixed Price Projected Operating Costs

SFA Name: Montoursville Area School DistrictContract Begin Date: 07/01/2021**Section 7 - FSMC Costs****To be completed by FSMC****Projected Total Meals: 232,632****EXPENSES:****COST PER MEAL****Food Cost-Including Commodities****\$ 1.2443**

Enter the amounts of food and milk purchased and received. Include the Commodity Distribution Assessment Fee, Commodity Value and Bonus Commodity Value
(Do not include rebates, discounts and credits)

Commodity Delivery Charge Direct Labor and Benefits**\$ 0.0086**

FSMC Labor Costs (must equal to grand total on Attachment 4)

\$ 0.8773

FSMC Fringe Costs (must equal to grand total on Attachment 5)

\$ 0.2357**Subtotal Labor and Benefits****\$ 1.1130****Direct Costs**

Accounting

\$ 0.0172

Background Checks, Fingerprinting, and/or Drug Testing

Car/Truck Rental and/or Mileage

\$ 0.0060

China, Silverware, Glassware

\$ 0.0002

Cleaning and Janitorial Supplies

\$ 0.0521

Computer and Technology

\$ 0.0067

Courier Services (Air & Ground)

Dues/Subscriptions

Employee Meals

Employee Recruitment and Advertising

\$ 0.0113

Equipment Depreciation/Rental/Buy Back Investment

\$ 0.0086

Equipment Maintenance

Equipment Repairs

Equipment Replacement - Expendable

\$ 0.0001

Freight and Delivery Charges

\$ 0.0782

Insurance (Liability, Workman's Compensation, Vehicle, etc.)

\$ 0.0113

Licenses and/or Permits

Office Supplies and Printing

\$ 0.0043

Paper Products and Disposable Supplies

\$ 0.0782

Payroll Processing

\$ 0.0173

Performance Bond

POS Systems, Support and Service

Postage

Promotional Materials (Program Specific)

\$ 0.0236

Smallware/Replacement Wares

Staff Training and Certification

\$ 0.0128

Storage Costs (Food and/or supplies)

SNP Fixed Price Projected Operating Costs

SFA Name: Montoursville Area School DistrictContract Begin Date: 07/01/2021**Section 7 - FSMC Costs (continued)**

Direct Costs (Continued)	<u>COST PER MEAL</u>
Taxes (sales and other)	
Telephone, including Mobile and Internet	
Tickets, tokens	
Trash Removal and Pest Control	
Uniforms, Linens, and Laundry	\$ 0.0069
Vending Rental	
Wellness Programs and materials	\$ 0.0062
Subtotal Direct Costs	\$ 0.2628
Other Costs included in the RFP (Section Q) required of the FSMC by the SFA (Must Itemize)	
Subtotal Other Costs	\$ 0.0000
Less: All costs related to Special Functions (enter as a negative number)	-\$ 0.0031
Less: All costs related to Catering (enter as a negative number)	
Less: All costs related to Sponsor to Sponsor Agreement(s) (enter as a negative number)	
Administration Fee - Cannot include any costs already covered in other categories. Renewal Year contracts must be consistent with the Methodology of Administrative Fees from the Initial Year Contract.	
CORP OVERHEAD: BUSINESS OFFICE EXP	\$ 0.0385
CORP OVERHEAD: UPPER MGT EXP	\$ 0.0220
CORP OVERHEAD: SUPPORT SERVICE EXP	\$ 0.0083
Subtotal Administrative Fee	\$ 0.0688
FSMC Management Fee (enter the fee that will be charged to manage the program)	\$ 0.0636
Subtotal FSMC Cost Per Meal	\$ 2.7580
Less Rebates, Discounts and Applicable Credits (Enter as a negative number)	-\$ 0.0602
Total FSMC Cost Per Meal	\$ 2.6978

SNP Fixed Price Projected Operating Costs

SFA Name: Montoursville Area School DistrictContract Begin Date: 07/01/2021

Section 7 - FSMC Costs (continued)

Select whether there is a Guarantee:

There is a Guarantee.

Guarantee to SFA - For Renewal Contracts, if there is a Guarantee, it must be consistent with the Methodology of Guarantee from the Initial Year Contract.

\$ 12,860.07

Cost per meal x meals	\$ 627,594.61
Special Functions	\$ 721.16
Catering	\$ 0.00
Sponsor to Sponsor	\$ 0.00
Commodity	-\$ 45,158.40
TOTAL COST	\$ 583,157.37

Total FSMC Costs**\$ 583,157.37**

Section 8 - Contract Summary

Total Revenue Total**SUMMARY****\$ 760,396.75****SFA Costs Total****\$ 164,379.31****FSMC Costs****\$ 583,157.37****School Nutrition Program-Profit or (Loss)****\$ 12,860.07**

Summary of FSMC Labor

Enter the subtotals from the FSMC Labor Worksheets.

FSMC: The Nutrition Group

For SFA: MONTOURSVILLE AREA SD

Subtotal Page 1	\$ 179,330.18
Subtotal Page 2	\$ 24,767.60
Subtotal Page 3	
Subtotal Page 4	
Subtotal Page 5	
Subtotal Page 6	
Subtotal Page 7	
Subtotal Page 8	
Subtotal Page 9	
Subtotal Page 10	
Subtotal Page 11	
Subtotal Page 12	
Subtotal Page 13	
Subtotal Page 14	
Subtotal Page 15	
Subtotal Page 16	
Subtotal Page 17	
Subtotal Page 18	
Subtotal Page 19	
Subtotal Page 20	

Total: \$ 204,097.78

For Fixed Price Contracts

Number of Meals	232,632	Cost Per Meal	\$ 0.8773
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FSMC Labor

Labor to be completed by FSMC for FSMC Staff
Worksheet must accurately reflect any and all employees employed by the FSMC

FSMC: The Nutrition Group

For SFA: MONTGOMERYVILLE ASD

Site Name	Position	Hourly Rate	Daily Hours	# of Days Paid	Total Wages
Mgt Labor Costs	FSD SALARY	\$ 49,674.72	1.00	1	\$ 49,674.72
HS	FSW	\$ 14.00	7.50	192	\$ 20,160.00
MCCALL	FSW	\$ 10.61	5.50	188	\$ 10,970.74
LYTER	FSW	\$ 14.42	7.50	192	\$ 20,764.80
MCCALL	FSW	\$ 10.61	4.50	188	\$ 8,976.06
LYTER	FSW	\$ 10.61	6.75	192	\$ 13,750.56
LOYALSOCK	FSW	\$ 10.61	5.00	188	\$ 9,973.40
SUB	FSW	\$ 10.00	1.00	32	\$ 320.00
HS	FSW	\$ 10.30	3.75	187	\$ 7,222.88
VALLEY	FSW	\$ 10.30	3.50	187	\$ 6,741.35
SUB	FSW	\$ 10.00	1.00	32	\$ 320.00
MCCALL	FSW	\$ 10.61	4.00	188	\$ 7,978.72
MCCALL	FSW	\$ 10.30	4.00	188	\$ 7,745.60
HS	FSW	\$ 10.00	4.25	188	\$ 7,990.00
MCCALL	FSW	\$ 10.30	3.50	187	\$ 6,741.35

Sub Total: \$ 179,330.18

Page 1 of 2

Enter on Summary of FSMC Labor

**Labor to be completed by FSMC for FSMC Staff
Worksheet must accurately reflect any and all employees employed by the FSMC**

FSMC: The Nutrition Group

For SFA:
MONTOURSVILLE ASD

[illegible]

Sub Total: \$ 24,767.60

Page 2 of 2

Enter on Summary of FSMC Labor

Summary of FSMC Fringe Benefits

Enter the subtotals from the FSMC Fringe Benefits Worksheets.

FSMC: The Nutrition Group

For SFA: MONTOURSVILLE AREA SD

Subtotal Page 1	\$ 48,986.03
Subtotal Page 2	\$ 5,842.91
Subtotal Page 3	\$ 0.00
Subtotal Page 4	\$ 0.00
Subtotal Page 5	\$ 0.00
Subtotal Page 6	\$ 0.00
Subtotal Page 7	\$ 0.00
Subtotal Page 8	
Subtotal Page 9	
Subtotal Page 10	
Subtotal Page 11	
Subtotal Page 12	
Subtotal Page 13	
Subtotal Page 14	
Subtotal Page 15	
Subtotal Page 16	
Subtotal Page 17	
Subtotal Page 18	
Subtotal Page 19	
Subtotal Page 20	

Total: \$ 54,828.94

For Fixed Price Contracts

Number of Meals	232,632	Cost Per Meal	\$ 0.2357
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FSMC Benefits

Fringe Benefits to be completed by FSMC for FSMC Staff
Worksheet must accurately reflect any and all employees employed by the FSMC.

FSMC: The Nutrition Group

For SFA: MONTOURSVILLE ASD

PLACE AN X IN THE APPROPRIATE BOXES																
Site Name	Position	Single	Single +1	Family	Dental	Disability	Hospitalization	Life	Longevity or Annuity	Retirement	Social Security	Unemployment	Vision	Workers Comp	Other	Total Fringe Benefits
MGT LABOR COSTS	FSD						X	X		X	X	X		X		\$ 12,936.48
HS	FSW	X			X		X	X			X	X	X	X		\$ 11,916.79
MCCALL	FSW							X			X	X		X		\$ 2,460.60
LYTER	FSW							X			X	X		X		\$ 3,699.55
MCCALL	FSW							X			X	X		X		\$ 2,108.74
LYTER	FSW							X			X	X		X		\$ 2,812.25
LOYALSOCK	FSW							X			X	X		X		\$ 2,331.85
SUB	FSW							X			X	X		X		\$ 92.22
HS	FSW							X			X	X		X		\$ 1,716.56
VALLEY	FSW							X			X	X		X		\$ 1,605.74
SUB	FSW							X			X	X		X		\$ 92.22
MCCALL	FSW							X			X	X		X		\$ 1,885.64
MCCALL	FSW							X			X	X		X		\$ 1,833.49
HS	FSW							X			X	X		X		\$ 1,888.16
MCCALL	FSW							X			X	X		X		\$ 1,605.74

Sub Total: \$ 48,986.03

Enter on Summary
of FSMC Fringe Benefits

Fringe Benefits to be completed by FSMC for FSMC Staff
Worksheet must accurately reflect any and all employees employed by the FSMC.

FFSMC: The Nutrition Group

For SFA: **MONTOURSVILLE ASD**

[illegible]

Sub Total: \$5,842.91

Enter on Summary of FSMC Fringe Benefits

Summary of SFA Labor

Enter the subtotals from the SFA Labor Worksheets.

SFA: **MONTOURSVILLE AREA SD**

Subtotal Page 1	\$ 100,696.07
Subtotal Page 2	
Subtotal Page 3	
Subtotal Page 4	
Subtotal Page 5	
Subtotal Page 6	
Subtotal Page 7	
Subtotal Page 8	
Subtotal Page 9	
Subtotal Page 10	
Subtotal Page 11	
Subtotal Page 12	
Subtotal Page 13	
Subtotal Page 14	
Subtotal Page 15	
Subtotal Page 16	
Subtotal Page 17	
Subtotal Page 18	
Subtotal Page 19	
Subtotal Page 20	
Total:	\$ 100,696.07

Labor to be completed by SFA for SFA Staff Worksheet must accurately reflect any and all employees employed by the SFA

SFA: MONTGOMERY AREA SD

[illegible]

Sub Total: \$ 100,696.07

Page 1 of 1

Enter on Summary of SFA Labor Benefits

Summary of SFA Fringe Benefits

Enter the subtotals from the SFA Fringe Benefits Worksheets.

SFA: **MONTOURSVILLE AREA SD**

Subtotal Page 1	\$ 63,683.24
Subtotal Page 2	
Subtotal Page 3	
Subtotal Page 4	
Subtotal Page 5	
Subtotal Page 6	
Subtotal Page 7	
Subtotal Page 8	
Subtotal Page 9	
Subtotal Page 10	
Subtotal Page 11	
Subtotal Page 12	
Subtotal Page 13	
Subtotal Page 14	
Subtotal Page 15	
Subtotal Page 16	
Subtotal Page 17	
Subtotal Page 18	
Subtotal Page 19	
Subtotal Page 20	
Total:	\$ 63,683.24

Fringe Benefits to be completed by SFA for SFA Staff Worksheet must accurately reflect any and all employees employed by the SFA.

SFA: MONTGOMERY AREA SD

[illegible]

Sub Total: \$ 63,683.24

Enter on Summary of SFA Fringe Benefits

SFA Site Listing

General Data and Services to be Provided

SFA:

MONTOURSVILLE AREA SD

[illegible]


Larson, Kellett & Associates, P.C.
Certified Public Accountants and Consultants

May 18, 2021

Board of School Directors and Management
 Montoursville Area School District
 50 North Arch Street
 Montoursville, Pennsylvania 17754

Dear School Board Members and Management:

We are pleased to confirm our understanding of the services we are to provide Montoursville Area School District (District) for the year ended June 30, 2021. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the District as of and for the year ended June 30, 2021. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Budgetary Comparison Schedule - General Fund
3. Schedule of Changes in the District's Total Other Postemployment Benefits Liability - District Plan
4. Schedule of the District's Proportionate Share of the Net Other Postemployment Benefits Liability - Premium Assistance Program
5. Schedule of the District's Other Postemployment Benefits Plan Contributions - Premium Assistance Program
6. Schedule of the District's Proportionate Share of the Net Pension Liability
7. Schedule of the District's Pension Plan Contributions

We have also been engaged to report on supplementary information other than RSI that accompanies the District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditors' report on the financial statements:

1. Schedule of Expenditures of Federal Awards

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on -

- Internal control over financial reporting and compliance with the provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to

express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to Board of School Directors of Montoursville Area School District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports or we may withdraw from this engagement.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, an unavoidable risk exists that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures - Internal Control

Our audit will include obtaining an understanding of the District and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the District's major programs. For federal programs that are included in the 2021 Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the 2021 Compliance Supplement identifies as being subject to audit. The purpose of those procedures will be to express an opinion on the District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the government-wide trial balance, financial statements, schedule of expenditures of federal awards, and related notes of the District in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the government-wide trial balance, financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the government-wide trial balance, financial statements, schedule of expenditures of federal awards, related notes, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including identification of all related parties and all related-party relationships and transactions, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the District complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review at the start of field work.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements, and for preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is

fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the government-wide trial balance, financial statements, schedule of expenditures of federal awards, related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the government-wide trial balance, financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the government-wide trial balance, financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations and audit schedules we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to

electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Larson, Kellett & Associates, P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Pennsylvania Department of Education or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Larson, Kellett & Associates, P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Pennsylvania Department of Education. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Brian C. Larson, CPA, is the engagement principal and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

To ensure that Larson, Kellett & Associates, P.C.'s independence is not impaired under the AICPA Code of Professional Conduct, you agree to inform the engagement principal before entering into any substantive employment discussions with any of our personnel.

Our fee for the audit services will not exceed \$21,600.00. In addition, the fee for preparing the Data Collection Form will be \$500.00. You will also be billed for travel and other out-of-pocket costs such as report production, word processing, postage, copies, etc. at cost. Additional costs are estimated not to exceed \$400.00. Our invoices for these fees will be rendered as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all of out-of-pocket costs through the date of termination. The above fees are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will

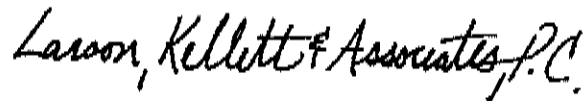
Board of School Directors and Management
Montoursville Area School District
May 18, 2021
Page 9

not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

You have requested that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Accordingly, our 2019 peer review report accompanies this letter.

We appreciate the opportunity to be of service to the District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely



Larson, Kellett & Associates, P.C.

RESPONSE:

This letter correctly sets forth the understanding of Montoursville Area School District.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____



LEVIN LEGAL GROUP

ATTORNEYS AT LAW
Phone 215.938.6378
Fax 215.938.6375

G-10

MICHAEL IRA LEVIN
ANNE E. HENDRICKS
ALLISON S. PETERSEN
TAMMY J. SCHMITT
PAUL J. CIANCI
CRAIG D. GINSBURG
DAVID W. BROWN
RICHARD B. GALTMAN
MICHAEL G. GREENFIELD
JAMES J. MUSIAL

June 21, 2018

VIA EMAIL ONLY (cbason@montoursville.k12.pa.us)

Christina Bason, Superintendent
Montoursville Area School District
50 N Arch Street
Montoursville, PA 17754

Re: Engagement with the Montoursville Area School District

Dear Mrs. Bason:

We are pleased to submit this letter which summarizes our relationship with the Montoursville Area School District ("School District") as legal counsel. The following paragraphs describe our understanding of the terms and objectives of our engagement as legal counsel for the School District and the nature and scope of the services we will provide.

Our Responsibilities and Services.

We will provide legal services with regard to the demotion of a school district employee ("the Engagement"). With regard to the engagement, we will provide the following services as reasonable and necessary:

1. Attendance at meetings;
2. Advising the School District administration and/or board of material information consistent with our duties representing the School District;
3. Investigation of facts for the purpose of rendering legal advice;
4. Issuance of opinion letters;
5. Preparation of legal notices;
6. Preparation of resolutions;
7. Review and/or preparation of school board policies or administrative guidelines;
8. Representation of the School District in adversarial proceedings;
9. Acting either as advisor to the school board or prosecuting attorney at school board hearings;

10. Providing legal advice and recommendations with regard to the Engagement;
11. Working with and cooperating with other legal counsel that may be retained by the School District;
12. Working with and cooperating with other professionals retained by the School District;
13. Negotiating contracts, such as a Release and Settlement Agreement, related to the Engagement;
14. Such other services that may be requested or required with regard to the Engagement.

For purposes of the Engagement, we may rely upon any request by any "Authorized Representative." For purposes of this engagement letter, "Authorized Representative" means and includes each individual who (i) is expressly designated orally, electronically or in writing or otherwise by School District to act on behalf of School District with respect to one or more services, (ii) actually acts on behalf of School District with respect to any services, or (iii) has apparent authority to act for School District, by course of dealing or otherwise with respect to any services.

With respect to adversarial proceedings for which we are requested by you or your insurance carrier to represent you or any of your officials or employees (hereinafter referred to collectively or individually as "you"), we will represent you within ethical and professional standards; and, unless instructed otherwise by you, and we will take all action that we believe is necessary and reasonably calculated to advance your interests. We will file such pleadings, motions, applications, petitions and appeals as are necessary to advance and/or to protect the School District's interests, unless instructed otherwise by applicable authority. You agree that we may take such actions.

We will provide the services that you request and that we agree to provide in accordance with the professional standards to advance the interests of the School District, subject to the following understandings:

1. When performing our services under this Engagement, we will rely on the facts provided to us by you and will not undertake an independent investigation of the facts unless specifically requested to do so by you;
2. We will advise you if a particular service cannot be provided because we do not believe that we have sufficient competency in the applicable area of the law;
3. We will not provide services where we may be prohibited from providing such services in accordance with the Rules of Professional Responsibility due to such things as a conflict of interest that might exist with respect to a particular matter; and
4. When negotiating a contract on behalf of the School District, we will always seek to obtain provisions that are commercially reasonable, unless instructed otherwise by the School District.

In all instances, we will comply with the Pennsylvania Rules of Professional Responsibility and other applicable law and in all instances we will be acting in the capacity as legal counsel for the School District.

The School District's Responsibilities

The School District is responsible for making all records and related information available to us and for the accuracy and completeness of that information. This responsibility includes the establishment and maintenance of adequate records and internal controls, including monitoring ongoing activities, the selection and application of practices and policies, and document retention and retrieval practices. The School District is responsible for correcting any incorrect information that may have been provided to us. The School District agrees to bring to our attention any matters that may reasonably be expected to require further consideration to determine the proper treatment and handling of matters we are handling. The School District also agrees to bring to our attention any changes in the information as originally provided to us as soon as such information becomes available.

The School District is responsible for the design and implementation of programs, practices, policies, protocols and controls to prevent violation of law. In addition, the School District is also responsible for identifying and ensuring that the School District complies with applicable laws and regulations and advises us if it has knowledge of any situation related to our services that does not comply with applicable law. Further, we will assume that the School District has taken action to implement our recommendations unless the School District has advised us differently.

The School District is responsible for notifying us when it decides not to carry out our recommendations or when not carrying out or implementing our recommendations in the way that we advise. Such notification shall be in writing. The School District is also responsible for asking us if it has any questions about our recommendations, if it desires to explore options for the handling of any matter, or if it wants a description of the pros and cons of proceeding in a particular manner.

Litigation Hold. We wish to remind you that the School District has certain responsibilities to preserve evidence with respect to administrative and judicial proceedings. In this regard, the School District has a duty to preserve and protect any and all paper and electronic records, documents and other evidence (hereinafter referred to individually or together as "evidence") that may be relevant to any existing or future litigation once you know or reasonably should know that litigation exists or will be filed. This includes arbitration, administrative proceedings and court proceedings of any nature. Evidence includes paper documents and records and all forms of electronic evidence, including text messaging, IM, emails, social media, etc. The obligation includes keeping and maintaining electronic records and files in their electronic form without change. If the School District fails to keep and safeguard evidence that is or may be relevant or that may lead to relevant evidence, the School District and involved employees and officials may be subject to sanctions, which can be severe.

Engagement Administration

As engagement partner, I will be responsible for supervising the engagement and the work performed by us.

The School District will provide us access to personnel of the School District, as necessary, to enable us to perform our work. We will ask that your personnel, to the extent possible,

provide the necessary records and data to enable us to do our work. We may have to have meetings or access to records to perform our services properly and the School District will provide those items to us.

Auditing standards generally accepted in the United States of America require that we communicate certain matters related to the conduct of our services to your auditors. It is understood that our communication with your auditors is part of the services that we are required to provide. In addition, there are certain matters that might require our disclosure of the information to the board of school directors, such as willful violations of legal requirements that are material; serious difficulties that we encountered in dealing with management related to the performance of our services; any disagreements with management, whether or not satisfactorily resolved, about matters that individually or in the aggregate could be significant to the consolidated financial statements or our report; major issues that were discussed with management in connection with our services; and other matters as considered necessary or required to be communicated under professional standards.

Scope of Our Work

With respect to those services that you request us to perform and that we expressly agree to perform, we will consult with you about your objectives, and, when appropriate, the means of achieving them in accordance with applicable law and the ethical rules governing lawyers. We shall endeavor to keep you advised of the status of your matter to the extent necessary to enable you to make informed decisions. We will provide competent representation of your interests. Expressions on our part concerning the probable outcome of our representation will reflect our best professional judgment, but are not guarantees, as they are limited by our knowledge of the facts and are based on the state of the law at the time that they are expressed. There may be many factors that affect the outcome of any matter and over which we have no control—such as the recollection or testimony of any particular witness.

Our work, opinions and deliverables will be based on our interpretation of applicable federal and state laws, regulations, administrative and judicial pronouncements, and other relevant authorities (hereinafter referred to as "applicable law"), in effect when we provide our work, opinions or other deliverables. All of these authorities are subject to change, and such change may be retroactive or prospective in effect. We assume no responsibility to either advise you or to update our work, conclusions, or deliverables for changes in respect to federal and state laws, regulations, administrative and judicial pronouncements, and other relevant authorities. Stated another way, we assume responsibility for our work when our work is performed, but we assume no responsibility for changes in applicable law after our work is performed.

Aspects of Third Party Payor Engagements

Examples of Third Party Payor engagement include those undertaken pursuant to a policy of insurance or because another company or person has agreed to pay the legal fees and costs on your behalf. In such a situation, the firm will represent you solely with regard to covered claims (that is, claims for which the insurer or other payor has agreed to advance fees and costs) and subject to any reservation of rights letter from the payor. In the event that a dispute arises between

you and the payor regarding the payor's obligations to you or any other matter, we will not be able to represent you in that dispute, nor will we be able to represent the payor in any such dispute. If we become aware of a possible dispute regarding the payor's obligations to you, we will notify you of that fact so that you may seek separate counsel as to that matter.

You should understand that we may be required to make regular report to the payor concerning the engagement. Such reports may include information regularly developed in the course of the engagement, unless for some reason you specifically instruct us not to forward some confidential information to the payor. Such an instruction may, depending on the terms of the agreement between you and the payor, affect the payor's obligations to indemnify you or to pay your legal fees and costs.

You waive any privilege so as to allow us to provide the information requested or required to such payors.

Aspects of Multiple Client Engagements

It is unusual that we will be asked to represent multiple clients in a particular matter involving the School District. However, if the situation arises and we are asked to represent a number of clients as a group, including you, we recommend that each client consult separate counsel to represent that client's individual interests with respect to the client's individual current or potential issues. We particularly urge you to consult separate counsel concerning any matter in which you perceive that your interests may conflict with the interests of other clients. We also expect and encourage you to consult with such individual counsel at any time and on any matter on which you wish to receive specific and individually tailored advice. We will provide information regarding the engagement to such individual counsel as part of our services to the group. We also expect that any such counsel will assist in identifying conflicts that may arise in the course of our work and will inform us appropriately, and we will advise such member of the group of clients with respect to such conflicts. Our work in this type of engagement is to represent all of the members of the group as a group collectively. Consequently, we will not promote or advocate the interests of any one or more members of the group individually. There may be issues related to a group engagement that would affect one or more members of the group differently due to unique circumstances of which we may or may not be aware, and where conflicts or disparate interests arise, it may be necessary or appropriate for any of the members of the group to engage separate counsel on an individual basis. While we will try to explain the significance and effect of the material issues to all clients in the group, we may not know facts specific to any one member of the group. And may not realize that such explanations might be warranted in particular circumstances. We will, however, endeavor to keep all clients in the group informed on a regular basis about our work for the entire group of clients.

Document Retention

It is our policy to keep records electronically and that such electronic records related to this engagement will be retained for three (3) years after the completion of a matter. We do not keep any original School District documents; therefore, if you desire that we return the original records to you, we will be pleased to do so. When records are returned to you, it is your responsibility to

retain and protect your records for possible future use, including potential examination by any government or regulatory agencies. You agree that upon the expiration of the three year period, we shall be free to destroy any records related to this engagement.

Engagement Fees

Our fees are as follows:

Rate	Attorneys
\$200.00/hr.	Michael I. Levin
\$190.00/hr.	Anne Hendricks, Allison Petersen, Craig Ginsburg, Paul Cianci, David Brown, Tammy Schmitt, Richard Galtman and James Musial
\$180.00/hr.	Michael Greenfield

In addition to fees, we charge for certain out-of-pocket costs when necessary, such as filing fees, overnight or express mail, witness fees, expert fees, overnight travel, in-house copying at the rate of \$.10 per page, large copying jobs performed outside the firm, courier services, computer-assisted legal research that is not included in our comprehensive basic plan; and court stenographers. We do not charge for secretarial time, computer-assisted legal research that is within our comprehensive basic service, usual office overhead and regular postage.

We charge fees "portal-to-portal."

Attorneys newly hired by us will be placed on the appropriate fee tier taking into account their experience level. In addition, attorneys identified above may be increased in their tier assignment.

We are approved defense counsel for a number of insurance carriers that have rate agreements with us that may vary from the rates above. When we work on a matter that is covered by such insurance, we will comply with applicable litigation guidelines and billing arrangements which may differ from those set forth above.

Other Engagement Matters and Limitations

(a) Management Functions

We will **not** perform management functions or make management decisions on your behalf. However, we will provide advice and recommendations to assist management and/or the board, as may be applicable, in performing their respective functions and making decisions.

(b) E-mail

During the course of our engagement, we or you may need to transmit confidential information electronically to each other and to other entities engaged by either party. E-mail is a fast and convenient way to communicate. However, e-mail is not a secure means of communication and, thus, confidentiality could be compromised. You agree to the use of e-mail

and other electronic methods to transmit and receive information, including confidential information, between us and outside specialists or other entities engaged by either you or us.

Although e-mail is an efficient method of communication, it is not necessarily a fool-proof method. For a variety of reasons, an e-mail may not be received or posted to an inbox, as opposed to the "junk-box," for example. An e-mail may be inadvertently deleted. Therefore, we cannot take assignments by exclusively by email. If there is anything that you need us to do, you need to talk to a "live" person and ensure that we have notice of what you want us to do for you. Unless we specifically respond to an email, you may not assume that we received the email or will take action pursuant to an email request. The disclaimers in this paragraph are intended for your protection as well as our protection. We want to avoid any possibility that an assignment or request is missed because of the shortcomings of email.

(c) Contract Forms and Recommendations

No contract form or generic contract should be utilized for any particular transaction without the advice of counsel. Changes or modifications may have to be made to address individual circumstances or changes in the law with regard to a particular transaction. A contract prepared by us for a particular transaction shall not be used for another or different transaction without first consulting with counsel and making necessary or appropriate changes or modifications. Renewals of contracts should not be undertaken without first determining whether changes in the law or changed circumstances may require changes or modifications to the contract.

(d) Disputes

You agree that any dispute regarding this engagement will, prior to resorting to litigation, be submitted to mediation upon written request by either party. Both parties agree to try in good faith to settle the dispute in mediation. The American Arbitration Association will administer any such mediation in accordance with its Commercial Mediation Rules. The results of the mediation proceeding shall be binding only if each of us agrees to be bound. We will share any costs of mediation proceedings equally.

(e) Limitations on Damages and Indemnification

Except to the extent finally determined to have resulted from the willful misconduct or fraudulent behavior of the Levin Legal Group, relating to the services it has provided, the School District agrees to indemnify, defend and hold harmless the Levin Legal Group and its attorneys from and against any and all liabilities incurred or suffered by or asserted against the Levin Legal Group or any of its attorneys in connection with any third party claims to the extent such assertions, claims or liabilities relate to the work or services performed by the Levin Legal Group for or on behalf of the School District. The terms of this provision shall apply regardless of the nature of any claim asserted (including, but not limited to, contract, tort, or any form of negligence or intentional act), but these terms shall not apply to the extent finally determined to be contrary to applicable law or regulation. These terms shall also continue to apply and shall survive termination of this agreement or termination of the services of the Levin Legal Group. This paragraph does not apply to any claims that the School District may have against the Levin Legal Group.

(f) Legal Actions

The School District accepts and acknowledges that any legal proceedings by the School District arising from or in connection with the services provided by the Levin Legal Group under this Agreement or engagement must be commenced within one (1) year from the date the services were performed, without consideration as to the time of discovery of any claim.

(g) Miscellaneous

If any provision of this agreement is declared invalid or unenforceable, no other provision of this agreement is affected, and all other provisions remain in full force and effect.

This engagement letter represents the entire agreement regarding the services described herein and supersedes all prior negotiations, proposals, representations or agreements, written or oral, regarding these services. It shall be binding on heirs, successors, and assigns of you and us. If the foregoing is in accordance with your understanding, please sign the enclosed copy of this letter and return it to us. If you have any questions, please let us know.

We appreciate the opportunity to be your attorneys; we trust that our association will be a long and pleasant one.

Very truly yours,
LEVIN LEGAL GROUP, P.C.

Michael I. Levin

Michael I. Levin

MIL/mil

This letter correctly sets forth the understanding of the Montoursville Area School District

ACCEPTED:

By _____

Title _____

Date _____

**Amendment to MASD Administrative Compensation Plan Amendment
2017-18, 2018-19, 2019-20, 2020-21, 2021-22**

This document is an amendment to the Administrative Compensation Plan ("the Plan") which was enacted by the Board of School Directors of the Montoursville Area School District on _____, 20____, pursuant to Act 93 of 1984, 24 P.S. § 11-1164.

- Pursuant to Section 1164(c) of the School Code, the Board of School Directors has met and discussed in good faith this Amendment with eligible school administrators prior to adopting it.
- Paragraph 3.a. (Vacation Day Payout) shall be amended to read as follows:

Vacation Day Payout: An administrator may choose to be paid out up to 5 vacation days at the per diem rate for each year of the agreement.

For the 2020-2021 school year, and only the 2020-2021 school year, an administrator may choose to be paid out up to 10 vacation days at the per diem rate. Any vacation days to be paid out in excess of 5 days shall be paid as a lump sum payment into the administrator's TSA.

- This Amendment shall have no force or effect beyond June 30, 2021.
- There are no further changes to the Plan intended by this Amendment.

Enacted: June ____, 2021.

Act 93 Representative

School Board President

PROMISED LAND BUSING
2020-2021 SCHOOL YEAR

DAILY RATES

BUS	SEPT	OCT	NOV	DEC	JAN	1-Feb	2-Feb	1-Mar	2-Mar	1-Apr	2-Apr	1-May	2-May	JUNE
20	\$ 372.25	\$ 397.04	\$ 422.05	\$ 421.82	\$ 404.94	\$ 339.53	\$ 426.22	\$ 402.74	\$ 404.06	\$ 387.82	\$ 405.81	\$ 400.11	\$ 402.96	
21	\$ 320.49	\$ 292.40	\$ 315.93	\$ 207.15	\$ 225.65	\$ 335.02	\$ 299.89	\$ 192.82	\$ 220.04	\$ 274.64	\$ 261.66	\$ 239.20	\$ 225.19	
22	\$ 311.21	\$ 178.10	\$ 238.24	\$ 271.40	\$ 332.73	\$ 249.90	\$ 195.16	\$ 315.02	\$ 221.35	\$ 233.78	\$ 348.55	\$ 442.38	\$ 310.50	
22b	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 188.97	\$ -	\$ -	\$ -	
23	\$ 245.73	\$ 247.86	\$ 242.62	\$ 186.83	\$ 188.66	\$ 284.62	\$ 300.06	\$ 235.41	\$ 271.04	\$ 415.47	\$ 261.07	\$ 241.03	\$ 238.23	
24	\$ 412.57	\$ 353.83	\$ 376.98	\$ 448.16	\$ 428.52	\$ 467.61	\$ 488.05	\$ 437.40	\$ 454.96	\$ 493.50	\$ 482.90	\$ 535.97	\$ 485.41	
25	\$ 334.98	\$ 323.29	\$ 327.31	\$ 337.60	\$ 363.62	\$ 340.23	\$ 401.10	\$ 392.23	\$ 411.84	\$ 405.02	\$ 424.24	\$ 419.36	\$ 449.55	
26	\$ 305.77	\$ 257.72	\$ 204.84	\$ 379.78	\$ 188.10	\$ 290.30	\$ -	\$ 296.90	\$ -	\$ -	\$ -	\$ -	\$ -	
27	\$ 220.66	\$ 242.90	\$ 266.71	\$ 276.69	\$ 298.73	\$ 309.33	\$ 307.65	\$ 280.65	\$ 308.33	\$ 304.87	\$ 290.11	\$ 303.87	\$ 263.93	
TOTAL DAILY RATE	\$2,523.66	\$2,295.14	\$2,394.68	\$2,529.43	\$2,430.95	\$2,616.54	\$2,418.13	\$2,553.17	\$2,291.62	\$2,704.07	\$2,474.34	\$2,581.92	\$2,375.77	\$

RESOLUTION

BF-1

RESOLUTION TO LEVY A 16.23 MILL REAL ESTATE TAX

RESOLVED that a tax at the rate of 16.23 mills on each dollar be levied and assessed on real estate in the Montoursville Area School District for the school year beginning July 01, 2021 as follows:

RESOLUTION OF THE MONTOURSVILLE AREA SCHOOL DISTRICT, LYCOMING COUNTY, PENNSYLVANIA, IMPOSING AND LEVYING A TAX ON REAL ESTATE IN SAID SCHOOL DISTRICT; ESTABLISHING THE RATE THEREOF; PRESCRIBING THE MANNER OF PAYMENT; PROVIDING A DISCOUNT FOR PROMPT PAYMENT AND IMPOSING A PENALTY FOR LATE PAYMENT.

BE IT RESOLVED and enacted by the directors of the Montoursville Area School District, Lycoming County, Pennsylvania, under the authority of the Public School code of 1949, its supplements and amendments as follows:

SECTION 1. A tax is hereby levied for the school year 2021–2022 on all real property in the Montoursville Area School District at the rate of 16.23 mills on each dollar or \$16.23 dollars on each \$1,000.00 of the assessed valuation thereof as contained in the assessment used for real estate tax purposes in and by Lycoming County, Pennsylvania.

SECTION 2. The tax hereby imposed shall be payable July 1, 2021 in accordance with the following schedule:

- (a) if paid on or before August 31, 2021, a discount of two percent (2%) shall be allowed.
- (b) if paid during September 2021 and October 2021, the tax shall be payable at the full amount stated in Section 1 herein.
- (c) If paid on or after November 1, 2021, the tax shall be payable at the full amount stated in Section 1 herein plus a penalty of ten percent (10%) thereon.

SECTION 3. The tax hereby imposed shall be paid to the tax collector duly elected or appointed in and for the borough or township(s) in which the property is located. The tax collector shall collect the said taxes in the manner provided in the "Local Tax Collection Law" (Act of May 25, 1945, P.L. 1050 as amended).

SECTION 4. It shall be unlawful for any person to refuse, fail, or neglect to pay the tax levied by the Resolution at the time required, and any and all persons who shall knowingly attempt, or in any manner refuse to pay the tax, penalties, and interest imposed by this Resolution shall upon conviction thereof in a summary proceeding, be sentenced to pay a fine not exceeding \$100.00 and costs of prosecution for each offense or be imprisoned for not more than thirty (30) days, or both. This fine and penalty shall be in addition to any and all penalties and tax imposed by any other section of this Resolution.

SECTION 5. The provisions of this Resolution are severable and, if any of its sections, clauses, or sentences shall be illegal, invalid or unconstitutional, such illegality, invalidity, or unconstitutionality, shall not affect or impair any of the remaining sections, clauses, or sentences of this Resolution. It is hereby declared to be the intent of the Montoursville Area School District Board of School Directors that this Resolution would have been adopted if such illegal, invalid or unconstitutional sections, clauses, or sentences had not been included herein.

SECTION 6. The provisions of the Resolution shall become effective July 1, 2021.

SECTION 7. This tax is levied for the school year 2021–2022, but is intended to continue from year to year hereafter without reenactment, unless changes in the rate of tax or other provisions of this resolution are desired by the Board of School Directors.

ATTEST:

Brandy N. Smith, Board Secretary

David Shimmel, President

ADOPTED:

June 8, 2021

MONTOURSVILLE AREA SCHOOL DISTRICT**RESOLUTION ADOPTING THE 2021 – 2022 GENERAL FUND BUDGET**

RESOLVED THAT THE BUDGET OF THE Montoursville Area School District, Lycoming County, Pennsylvania, as proposed, advertised, and revised, is finally adopted in the form attached hereto as the annual budget of said school district for the fiscal year beginning July 1, 2021,

BE IT FURTHER RESOLVED that the Board of School Directors of the Montoursville Area School District hereby authorize the appropriation and expenditure of the funds as itemized in said budget during the fiscal year beginning July 1, 2021. The necessary revenue for the same shall be provided by state appropriations; by federal funds; by a 16.23 mill real estate tax, levied herewith; and by the following taxes previously levied by this School Board as continuing taxes under Act 511, and re-levied herewith The Local Tax Enabling Act:

One and fifteen hundredths percent (1.15%) Earned Income and Net Profits Tax
(Levied May 3, 1966)

One-half of one percent (1/2%) Real Estate Transfer Tax
(Levied May 26, 1970)

ATTEST:

Brandy N. Smith, Secretary

David Shimmel, President

ADOPTED: June 8, 2021

MONTOURSVILLE AREA SCHOOL DISTRICT**2021-2022 TAX LEVY RESOLUTION**

RESOLVED that the Board of Directors of the Montoursville Area School District hereby levies taxes for the 2021-2022 Fiscal Year at the rates set forth below:

Real Estate	16.23 mills on each dollar (\$16.23 on each \$1,000) of the assessed valuation of real estate established by the Lycoming County Assessment Office
Earned Income and Net Profits	1.15% of earned income
Realty Transfer	½ of 1% of consideration or fair market value of real estate transferred

All of the above levies are in accordance with the standing resolutions enacted approving such taxes, which are incorporated by reference.

ATTEST:

Brandy N. Smith, Secretary

David Shimmel, President

ADOPTED: June 8, 2021

FOR PUBLIC INSPECTION OF 2021-2022 PROPOSED BUDGET

24 PS 6-687(a)(1)


(03/2006)

BF-1

School District Name : Montoursville Area SD	County : Lycoming	AUN Number : 117415103
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Section 687(a)(1) of the School Code requires the president of the board of school directors of each school district to certify to the Department of Education that the proposed budget was prepared, presented and will be made available for public inspection using the uniform form prepared and furnished by the Department of Education.

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

SIGNATURE OF SCHOOL BOARD PRESIDENT 	DATE 5/1/21
---	----------------

DATE: IMMEDIATELY FOLLOWING
ADOPTION OF PROPOSED
FINAL GENERAL FUND BUDGET

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

24 PS 6-688

(10/2010)

SCHOOL DISTRICT : Montoursville Area SD	COUNTY : Lycoming	AUN : 117415103
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No school district shall approve an increase in real property taxes unless it has adopted a budget that includes an estimated, ending unreserved undesignated fund balance (unassigned) less than the specified percentage of its total budgeted expenditures:

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

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

Yes
No ☒

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

Total Budgeted Expenditures	\$32607607
Ending Unassigned Fund Balance	\$3129912
Ending Unassigned Fund Balance as a percentage (%) of Total Budgeted Expenditures	9.59%

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

Yes ☒
No

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

SIGNATURE OF SUPERINTENDENT	DATE
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DUE DATE: AUGUST 15, 2021

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

24 PS 6-687(a)(1)

(03/2006)

School District Name : Montoursville Area SD	County : Lycoming	AUN Number : 117415103
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Section 687(a)(1) of the School Code requires the president of the board of school directors of each school district to certify to the Department of Education that the proposed budget was prepared, presented and will be made available for public inspection using the uniform form prepared and furnished by the Department of Education.

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

SIGNATURE OF SCHOOL BOARD PRESIDENT	DATE
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DUE DATE: IMMEDIATELY FOLLOWING
ADOPTION OF PROPOSED
FINAL GENERAL FUND BUDGET

<u>Yal Number</u>	<u>Description</u>	<u>Justification</u>
1010	Budget Approval Date is required before submission on Contact Screen and cannot be a future date.	
8060	Ending Fund Balance Entry and Budgetary Reserve: If 5900 Budgetary Reserve is not equal to 0, a justification must be entered below.	The budgetary reserve represents funds set aside for unpredictable changes in the costs of goods and services, as well as the occurrences of events that are vaguely predictable during budget preparations, which nonetheless may require expenditures.
8080	Ending Fund Balance Entry and Budgetary Reserve: If 0850 Estimated Ending Unassigned Fund Balance is not equal to 0, a justification must be entered below.	The District is trying to maintain a small fund balance to help with a future increase in costs.
8150	Ending Fund Balance Entry and Budgetary Reserve: If 0830 Committed Fund Balance is not equal to 0, a justification must be entered below.	The District established a committed fund balance to mitigate increases in Public School Employees' Retirement System employer contribution rate.

ITEM	AMOUNTS
Estimated Beginning Unreserved Fund Balance Available for Appropriation and Reserves Scheduled For Liquidation During The Fiscal Year	
0810 Nonspendable Fund Balance	
0820 Restricted Fund Balance	
0830 Committed Fund Balance	359,550
0840 Assigned Fund Balance	
0850 Unassigned Fund Balance	3,619,167
Total Estimated Beginning Unreserved Fund Balance Available for Appropriation and Reserves Scheduled For Liquidation During The Fiscal Year	\$3,978,717
Estimated Revenues And Other Financing Sources	
6000 Revenue from Local Sources	17,542,542
7000 Revenue from State Sources	12,685,194
8000 Revenue from Federal Sources	
9000 Other Financing Sources	1,890,616
Total Estimated Revenues And Other Financing Sources	\$32,118,352
Total Estimated Fund Balance, Revenues, and Other Financing Sources Available for Appropriation	\$36,097,069

Amount**REVENUE FROM LOCAL SOURCES**

6111 Current Real Estate Taxes	12,221,820
6112 Interim Real Estate Taxes	20,000
6113 Public Utility Realty Taxes	15,000
6114 Payments in Lieu of Current Taxes - State / Local	45,000
6150 Current Act 511 Taxes - Proportional Assessments	4,220,000
6400 Delinquencies on Taxes Levied / Assessed by the LEA	500,000
6500 Earnings on Investments	20,000
6700 Revenues from LEA Activities	72,000
6800 Revenues from Intermediary Sources / Pass-Through Funds	325,722
6910 Rentals	3,000
6940 Tuition from Patrons	80,000
6990 Refunds and Other Miscellaneous Revenue	20,000

REVENUE FROM LOCAL SOURCES **\$17,542,542**

REVENUE FROM STATE SOURCES

7111 Basic Education Funding-Formula	7,156,416
7112 Basic Education Funding-Social Security	476,100
7271 Special Education funds for School-Aged Pupils	1,319,628
7311 Pupil Transportation Subsidy	460,113
7312 Nonpublic and Charter School Pupil Transportation Subsidy	20,000
7320 Rental and Sinking Fund Payments / Building Reimbursement Subsidy	308,900
7330 Health Services (Medical, Dental, Nurse, Act 25)	34,000
7340 State Property Tax Reduction Allocation	512,182
7505 Ready to Learn Block Grant	264,755
7820 State Share of Retirement Contributions	2,133,100

REVENUE FROM STATE SOURCES **\$12,685,194**

REVENUE FROM FEDERAL SOURCES

8514 NCLB, Title I - Improving the Academic Achievement of the Disadvantaged	314,021
8515 NCLB, Title II - Preparing, Training and Recruiting High Quality Teachers and Principals	55,053
8517 NCLB, Title IV - 21st Century Schools	21,542
8743 ESSER II - Elementary and Secondary School Emergency Relief Fund	750,000
8744 ARP ESSER - Elementary and Secondary School Emergency Relief Fund	750,000

REVENUE FROM FEDERAL SOURCES **\$1,890,616**

TOTAL ESTIMATED REVENUES AND OTHER SOURCES **32,118,352**

Approx. Tax Revenue from RE Taxes:
Amount of Tax Relief for Homestead Exclusions
Total Approx. Tax Revenue:
Approx. Tax Levy for Tax Rate Calculation:

2020-21 Data

- a. Assessed Value
- b. Real Estate Mills

I. 2021-22 Data

- c. 2019 STEB Market Value
- d. Assessed Value
- e. Assessed Value of New Constr/ Renov

2020-21 Calculations

- f. 2020-21 Tax Levy
(a * b)

2021-22 Calculations

- g. Percent of Total Market Value
- h. Rebalanced 2020-21 Tax Levy
(f Total * g)
- i. Base Mills Subject to Index
(h / a * 1000) if no reassessment
(h / (d-e) * 1000) if reassessment

Calculation of Tax Rates and Levies Generated

- j. Weighted Avg. Collection Percentage
- k. Tax Levy Needed
(Approx. Tax Levy * g)

I. 2021-22 Real Estate Tax Rate

(k / d * 1000)

- iii. m. Tax Levy Generated by Mills

(l / 1000 * d)

- n. Tax Levy minus Tax Relief for Homestead Exclusions

(m - Amount of Tax Relief for Homestead Exclusions)

- o. Net Tax Revenue Generated By Mills

(n * Est. Pct. Collection)

Rate

\$12,221,820
~~\$512,823~~
\$12,734,643
\$13,377,897
Lycorning

Total

\$821,696,950
16.2300

\$1,009,538,052
\$824,269,680
\$0

\$13,336,141

100.000000%
\$13,336,141

16.2300

95.000000%
\$13,377,897

16.2300

\$13,377,897

\$12,865,074

\$12,221,820

Approx. Tax Revenue from RE Taxes:
Amount of Tax Relief for Homestead Exclusions
Total Approx. Tax Revenue:
Approx. Tax Levy for Tax Rate Calculation:

Rate
\$12,221,820
\$512,823
\$12,734,643
\$13,377,897
Lycorning

Total

Index Maximums

p. Maximum Mills Based On Index
(i * (1 + Index))
q. Mills In Excess of Index
(if (i > p), (i - p))
r. Maximum Tax Levy Based On Index
(p / 1000 * d)
s. Millage Rate within Index?
(If i > p Then No)
t. Tax Levy In Excess of Index
(if (m > r), (m - r))
u. Tax Revenue In Excess of Index
(t * Est. Pct. Collection)

\$13,899,577
Yes
\$0
\$0
\$13,899,577
\$0
\$0

Information Related to Property Tax Relief

V. Assessed Value Exclusion per Homestead
Number of Homestead/Farmstead Properties
Median Assessed Value of Homestead Properties

\$8,160.00
3872
3872
\$120,120

Act 1 Index (current): 3.9%
Calculation Method:

Approx. Tax Revenue from RE Taxes:
Amount of Tax Relief for Homestead Exclusions
Total Approx. Tax Revenue:
Approx. Tax Levy for Tax Rate Calculation:

\$12,221,820
\$512,823
\$12,734,643
\$13,377,897

Lycoming

State Property Tax Reduction Allocation used for: Homestead Exclusions
Prior Year State Property Tax Reduction Allocation used for: Homestead Exclusions
Amount of Tax Relief from State/Local Sources

\$512,182
\$641

Lowering RE Tax Rate

\$0

\$512,182
\$641
\$512,823

Total

CODE

6111 Current Real Estate Taxes

County Name	Taxable Assessed Value	Real Estate Mills	Tax Levy Generated by Mills	Amount of Tax Relief for Homestead Exclusions	Tax Levy Minus Homestead Exclusions	Percent Collected	Net Tax Revenue Generated By Mills
Lycoming	824,269,680	16.2300	13,377,897			95.000000%	
Totals:	824,269,680		13,377,897	512,823	12,865,074	95.000000% X	12,221,820

	Rate	Add'l Rate (if appl.)	Tax Levy	Estimated Revenue
6120 Current Per Capita Taxes, Section 679	\$0.00			0
6140 Current Act 511 Taxes-- Flat Rate Assessments	Rate			Estimated Revenue
6141 Current Act 511 Per Capita Taxes	\$0.00	\$0.00	0	0
6142 Current Act 511 Occupation Taxes-- Flat Rate	\$0.00	\$0.00	0	0
6143 Current Act 511 Local Services Taxes	\$0.00	\$0.00	0	0
6144 Current Act 511 Trailer Taxes	\$0.00	\$0.00	0	0
6145 Current Act 511 Business Privilege Taxes-- Flat Rate	\$0.00	\$0.00	0	0
6146 Current Act 511 Mechanical Device Taxes-- Flat Rate	\$0.00	\$0.00	0	0
6149 Current Act 511 Taxes, Other Flat Rate Assessments	\$0.00	\$0.00	0	0
Total Current Act 511 Taxes -- Flat Rate Assessments			0	0

Total Current Act 511 Taxes -- Flat Rate Assessments

	Rate	Add'l Rate (if appl.)	Tax Levy	Estimated Revenue
6150 Current Act 511 Taxes-- Proportional Assessments	1.150%			
Current Act 511 Earned Income Taxes	0.000%	0.000%	4,000,000	4,000,000
Current Act 511 Occupation Taxes	0.000%	0.000%	0	0
Current Act 511 Real Estate Transfer Taxes	0.500%	0.000%	220,000	220,000
Current Act 511 Amusement Taxes	0.000%	0.000%	0	0
Current Act 511 Business Privilege Taxes	0.000%	0.000%	0	0
Current Act 511 Mechanical Device Taxes-- Percentage	0.000%	0.000%	0	0
Current Act 511 Mercantile Taxes	0.000%	0.000%	0	0
Current Act 511 Taxes, Other Proportional Assessments	0	0	0	0
Total Current Act 511 Taxes -- Proportional Assessments			4,220,000	4,220,000

Total Current Act 511 Taxes -- Proportional Assessments**Total Act 511, Current Taxes**

Act 511 Tax Limit	→	1,009,538,052	X	12	12,114,457
		Market Value		Mills	(511 Limit)

Tax Function	Description	Tax Rate Charged in:		Percent Change in Rate	Less than or equal to Index	Index	Additional Tax Rate Charged in:		Percent Change in Rate	Less than or equal to Index
		2020-21 (Rebalanced)	2021-22				2020-21 (Rebalanced)	2021-22		
6111	<u>Current Real Estate Taxes</u>									
	Lycornburg									
	<u>Current Act 511 Taxes-- Proportional Assessments</u>									
6151	Current Act 511 Earned Income Taxes	1.150%	1.150%	0.00%	Yes	3.9%				
6153	Current Act 511 Real Estate Transfer Taxes	0.500%	0.500%	0.00%	Yes	3.9%				

Estimated Expenditures and Other Financing Uses: Budget Summary	
Page - 1 of 1	
Description	Amount
1000 Instruction	
1100 Regular Programs - Elementary / Secondary	14,020,587
1200 Special Programs - Elementary / Secondary	3,886,397
1300 Vocational Education	295,396
1400 Other Instructional Programs - Elementary / Secondary	358,575
Total Instruction	\$18,560,955
2000 Support Services	
2100 Support Services - Students	922,883
2200 Support Services - Instructional Staff	1,485,823
2300 Support Services - Administration	1,831,885
2400 Support Services - Pupil Health	406,773
2500 Support Services - Business	447,061
2600 Operation and Maintenance of Plant Services	2,549,685
2700 Student Transportation Services	1,106,260
Total Support Services	\$8,750,390
3000 Operation of Non-Instructional Services	
3200 Student Activities	673,244
Total Operation of Non-Instructional Services	\$673,244
5000 Other Expenditures and Financing Uses	
5200 Interfund Transfers - Out	3,623,018
5900 Budgetary Reserve	1,000,000
Total Other Expenditures and Financing Uses	\$4,623,018
Total Estimated Expenditures and Other Financing Uses	\$32,607,607

Description		Amount
1000 Instruction		
1100 Regular Programs - Elementary / Secondary		
100 Personnel Services - Salaries		7,841,303
200 Personnel Services - Employee Benefits		5,430,184
300 Purchased Professional and Technical Services		5,000
400 Purchased Property Services		7,150
500 Other Purchased Services		481,150
600 Supplies		236,500
700 Property		13,900
800 Other Objects		5,400
Total Regular Programs - Elementary / Secondary		\$14,020,587
1200 Special Programs - Elementary / Secondary		
100 Personnel Services - Salaries		1,288,448
200 Personnel Services - Employee Benefits		763,490
300 Purchased Professional and Technical Services		1,351,809
500 Other Purchased Services		470,000
600 Supplies		9,950
700 Property		2,000
800 Other Objects		700
Total Special Programs - Elementary / Secondary		\$3,886,397
1300 Vocational Education		
500 Other Purchased Services		295,396
Total Vocational Education		\$295,396
1400 Other Instructional Programs - Elementary / Secondary		
100 Personnel Services - Salaries		29,375
200 Personnel Services - Employee Benefits		12,600
300 Purchased Professional and Technical Services		245,000
400 Purchased Property Services		1,000
500 Other Purchased Services		68,500
600 Supplies		2,000
800 Other Objects		100
Total Other Instructional Programs - Elementary / Secondary		\$358,575
Total Instruction		\$18,560,955
2000 Support Services		
2100 Support Services - Students		
100 Personnel Services - Salaries		457,903
200 Personnel Services - Employee Benefits		317,630
300 Purchased Professional and Technical Services		138,425
500 Other Purchased Services		5,500
600 Supplies		3,200
800 Other Objects		225
Total Support Services - Students		\$922,883
2200 Support Services - Instructional Staff		
100 Personnel Services - Salaries		443,070

Description

200 Personnel Services - Employee Benefits
 300 Purchased Professional and Technical Services
 400 Purchased Property Services
 500 Other Purchased Services
 600 Supplies
 700 Property
 800 Other Objects

Total Support Services - Instructional Staff

2300 Support Services - Administration

100 Personnel Services - Salaries
 200 Personnel Services - Employee Benefits
 300 Purchased Professional and Technical Services
 400 Purchased Property Services
 500 Other Purchased Services
 600 Supplies
 700 Property
 800 Other Objects

Total Support Services - Administration

2400 Support Services - Pupil Health

100 Personnel Services - Salaries
 200 Personnel Services - Employee Benefits
 300 Purchased Professional and Technical Services
 400 Purchased Property Services
 600 Supplies
 700 Property

Total Support Services - Pupil Health

2500 Support Services - Business

100 Personnel Services - Salaries
 200 Personnel Services - Employee Benefits
 300 Purchased Professional and Technical Services
 400 Purchased Property Services
 500 Other Purchased Services
 600 Supplies
 700 Property
 800 Other Objects

Total Support Services - Business

2600 Operation and Maintenance of Plant Services

100 Personnel Services - Salaries
 200 Personnel Services - Employee Benefits
 300 Purchased Professional and Technical Services
 400 Purchased Property Services
 500 Other Purchased Services
 600 Supplies
 700 Property
 800 Other Objects

Amount
 303,435
 26,448
 20,000
 52,310
 214,370
 425,990
 200
\$1,485,823

902,655
 639,745
 192,410
 32,500
 34,775
 8,300
 5,000
 16,500
\$1,831,885

170,941
 130,330
 93,727
 1,875
 6,400
 3,500
\$406,773

229,681
 151,825
 31,375
 9,000
 17,000
 3,000
 1,000
 4,200
\$447,081

804,252
 583,430
 103,210
 556,120
 135,158
 325,315
 39,200
 3,000

<u>Description</u>	<u>Amount</u>
Total Operation and Maintenance of Plant Services	
2700 Student Transportation Services	\$2,549,885
100 Personnel Services - Salaries	4,360
200 Personnel Services - Employee Benefits	1,900
300 Purchased Professional and Technical Services	75,000
500 Other Purchased Services	1,024,000
700 Property	1,000
Total Student Transportation Services	\$1,106,260
Total Support Services	\$8,750,390
3000 Operation of Non-Instructional Services	
3200 Student Activities	
100 Personnel Services - Salaries	249,200
200 Personnel Services - Employee Benefits	106,500
300 Purchased Professional and Technical Services	69,240
400 Purchased Property Services	17,000
500 Other Purchased Services	143,244
600 Supplies	19,950
700 Property	45,600
800 Other Objects	22,510
Total Student Activities	\$673,244
Total Operation of Non-Instructional Services	\$673,244
5000 Other Expenditures and Financing Uses	
5200 Interfund Transfers - Out	
900 Other Uses of Funds	3,623,018
Total Interfund Transfers - Out	\$3,623,018
5900 Budgetary Reserve	
800 Other Objects	1,000,000
Total Budgetary Reserve	\$1,000,000
Total Other Expenditures and Financing Uses	\$4,623,018
TOTAL EXPENDITURES	\$32,607,607

Cash and Short-Term Investments

General Fund	<u>06/30/2021 Estimate</u>	<u>06/30/2022 Projection</u>
Public Purpose (Expendable) Trust Fund	4,191,240	3,693,246
Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra Curricular Activities Fund		
Capital Reserve Fund - \$ 690, \$1850		
Capital Reserve Fund - \$ 1431		
Other Capital Projects Fund		
Debt Service Fund		
Food Service / Cafeteria Operations Fund		
Child Care Operations Fund		
Other Enterprise Funds		
Internal Service Fund		
Private Purpose Trust Fund		
Investment Trust Fund		
Pension Trust Fund		
Activity Fund		
Other Agency Fund		
Permanent Fund		
Total Cash and Short-Term Investments	\$7,448,689	\$6,943,246

Long-Term Investments

General Fund	<u>06/30/2021 Estimate</u>	<u>06/30/2022 Projection</u>
Public Purpose (Expendable) Trust Fund		
Other Comptroller-Approved Special Revenue Funds		
Athletic / School-Sponsored Extra Curricular Activities Fund		
Capital Reserve Fund - \$ 690, \$1850		
Capital Reserve Fund - \$ 1431		
Other Capital Projects Fund		
Debt Service Fund		
Food Service / Cafeteria Operations Fund		
Child Care Operations Fund		
Other Enterprise Funds		
Internal Service Fund		
Private Purpose Trust Fund		
Investment Trust Fund		
Pension Trust Fund		
Activity Fund		
Other Agency Fund		

Long-Term Investments

Permanent Fund

Total Long-Term Investments

TOTAL CASH AND INVESTMENTS

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

\$7,448,689

\$6,943,246

2021-2022 Final General Fund Budget		Schedule Of Indebtedness (DEBT)	
LEA : 117415103 Montoursville Area SD		Page - 1 of 6	
Printed 6/3/2021 2:19:55 PM			
<u>Long-Term Indebtedness</u>		<u>06/30/2021 Estimate</u>	
<u>General Fund</u>		<u>06/30/2022 Projection</u>	
0510 Bonds Payable			
0520 Extended-Term Financing Agreements Payable			
0530 Lease-Purchase Obligations			
0540 Accumulated Compensated Absences			
0550 Authority Lease Obligations			
0560 Other Post-Employment Benefits (OPEB)			
0599 Other Noncurrent Liabilities			
Total General Fund			
Public Purpose (Expendable) Trust Fund			
0510 Bonds Payable			
0520 Extended-Term Financing Agreements Payable			
0530 Lease-Purchase Obligations			
0540 Accumulated Compensated Absences			
0550 Authority Lease Obligations			
0560 Other Post-Employment Benefits (OPEB)			
0599 Other Noncurrent Liabilities			
Total Public Purpose (Expendable) Trust Fund			
Other Comptroller-Approved Special Revenue Funds			
0510 Bonds Payable			
0520 Extended-Term Financing Agreements Payable			
0530 Lease-Purchase Obligations			
0540 Accumulated Compensated Absences			
0550 Authority Lease Obligations			
0560 Other Post-Employment Benefits (OPEB)			
0599 Other Noncurrent Liabilities			
Total Other Comptroller-Approved Special Revenue Funds			
Athletic / School-Sponsored Extra Curricular Activities Fund			
0510 Bonds Payable			
0520 Extended-Term Financing Agreements Payable			
0530 Lease-Purchase Obligations			
0540 Accumulated Compensated Absences			
0550 Authority Lease Obligations			
0560 Other Post-Employment Benefits (OPEB)			
0599 Other Noncurrent Liabilities			
Total Athletic / School-Sponsored Extra Curricular Activities Fund			
Capital Reserve Fund - \$ 690, \$1850			
0510 Bonds Payable			
0520 Extended-Term Financing Agreements Payable			

Long-Term Indebtedness

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

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

Capital Reserve Fund - \$ 1431

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

Total Capital Reserve Fund - \$ 1431

Other Capital Projects Fund

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

Total Other Capital Projects Fund

Debt Service Fund

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

Total Debt Service Fund

Food Service / Cafeteria Operations Fund

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

06/30/2021 Estimate

06/30/2022 Projection

Long-Term Indebtedness

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

Total Food Service / Cafeteria Operations Fund**Child Care Operations Fund**

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

Total Child Care Operations Fund**Other Enterprise Funds**

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

Total Other Enterprise Funds**Internal Service Fund**

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

Total Internal Service Fund**Private Purpose Trust Fund**

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

Total Private Purpose Trust Fund06/30/2021 Estimate06/30/2022 Projection

Long-Term Indebtedness	06/30/2021 Estimate	06/30/2022 Projection
Investment Trust Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Investment Trust Fund		
Pension Trust Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Pension Trust Fund		
Activity Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Activity Fund		
Other Agency Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Other Agency Fund		
Permanent Fund		
0510 Bonds Payable		
0520 Extended-Term Financing Agreements Payable		

Long-Term Indebtedness	06/30/2021 Estimate	06/30/2022 Projection
0530 Lease-Purchase Obligations		
0540 Accumulated Compensated Absences		
0550 Authority Lease Obligations		
0560 Other Post-Employment Benefits (OPEB)		
0599 Other Noncurrent Liabilities		
Total Permanent Fund		
Total Long-Term Indebtedness	\$35,110,000	\$36,955,000

Short-Term Payables

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

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

Total Short-Term Payables

TOTAL INDEBTEDNESS
\$38,110,000
\$36,955,000

Account Description	Amounts
0810 Nonspendable Fund Balance	
0820 Restricted Fund Balance	
0830 Committed Fund Balance	359,550
0840 Assigned Fund Balance	3,129,912
0850 Unassigned Fund Balance	\$3,489,462
Total Ending Fund Balance - Committed, Assigned, and Unassigned	
5900 Budgetary Reserve	1,000,000
Total Estimated Ending Committed, Assigned, and Unassigned Fund Balance and Budgetary Reserve	\$4,489,462

MONTOURSVILLE AREA SCHOOL DISTRICT
2021 Homestead and Farmstead Exclusion Resolution

RESOLVED, by the Board of School Directors ("Board") of Montoursville Area School District ("School District"), that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2021, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. **Aggregate amount available for homestead and farmstead real estate tax reduction.** The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2021:

a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$511,268.16.

b. **Philadelphia tax credit reimbursement funds.** PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$913.79.

c. **Prior year undistributed funds.** Changes to the listing of approved homestead and farmstead properties occurring after the tax reduction amount was calculated for the school year beginning July 1, 2020 resulted in undistributed funds in the amount of \$641.38.

d. **Aggregate amount available.** Adding the gambling tax funds, the Philadelphia tax credit reimbursement funds, and the prior year excess distribution, the aggregate amount available during the school year for real estate tax reduction is \$512,823.33.

2. **Homestead/Farmstead numbers.** Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:

a. **Homestead property number.** The number of approved homesteads within the School District is 3,825.

b. **Farmstead property number.** The number of approved farmsteads within the School District is 47.

c. **Homestead/farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 3,872.

3. **Real estate tax reduction calculation.** The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(d) aggregate amount available during the school year for real estate tax reduction of \$512,823.33 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 3,872 (before considering the

assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead and farmstead exclusion amount), the preliminary calculation of the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$132.44.

Based on calculations provided by the School District Business Office from the best available information and carefully evaluated by the School Board, considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead exclusion and the farmstead exclusion amount, an additional aggregate amount of \$6,935.55 will be available during the school year for real estate tax reduction applicable to approximately 3,767 homesteads and farmsteads, resulting in an additional real estate tax reduction amount available for each homestead and farmstead of \$1.83. Adding this additional amount to the preliminary calculation of the maximum real estate tax reduction amount of \$132.44, the final maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$134.27.

4. **Homestead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of \$134.27 by the School District real estate tax rate of 16.23 mills (.01623), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$8,273, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$8,273.

5. **Homestead/farmstead exclusion authorization – July 1 tax bills.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$8,273. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$8,273. For purposes of this Resolution, "approved homestead" and "approved farmstead" shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

ATTEST:

Brandy N. Smith, Secretary

David Shimmel, President

ADOPTED: June 8, 2021

MONTOURSVILLE AREA SCHOOL DISTRICT
2021-2022 BID AWARDS

PAPER

Contract Paper Group	\$ 19,632.73
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TOTAL	\$ 19,632.73
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ATHLETIC SUPPLIES & EQUIPMENT

Sportsmans	\$ 8,836.77
Riddell	\$ 6,377.00
Varsity Spirit	\$ 6,432.00
BSN	\$ 5,785.03
Elery Nau	\$ 3,068.00
Demans	\$ 1,705.40
Pyramid	\$ 658.38

TOTAL	\$ 32,862.58
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ADMINISTRATIVE BOARD REPORTS

MONTOURSVILLE AREA SCHOOL DISTRICT

50 North Arch Street, Montoursville, Pennsylvania 17754-1900

Christina Bason
District Superintendent
(570) 368-2491 ext. 1

Brandy Smith
Business Manager/Board Secretary
(570) 368-3500 ext. 2

Michele Williamson
Supervisor of Special Education
(570) 368-3502

Special Education School Board Report June 2021

- Scheduling in underway for the 2021-2022 school year. Teacher recommendations have been provided and discussions with the Principals have occurred or will occur in the near future to discuss staffing and inclusion teachers.
- We have a total of 23 students graduating that were identified either gifted, Special needs or provided services through a 504 service agreement.
- Many meetings occurred with parents and teachers to provide information regarding transitions to different buildings and/or services and staff have taken them on trips to meet their new teachers/counselor and tour the schools. Thank you staff!!!
- Extended School Year at both the South Academy and Schick Elementary School is scheduled to start on June 21st for half days from Monday through Thursday, 8:30 until 11:30. Currently we have 33 students who are expected to be involved extended school year services.

Respectfully submitted,

Michele Williamson
Special Education Supervisor

TO: Montoursville Area School District School Board
FROM: Darrin Feerrar
RE: June 2021- School Board Monthly Report for Lyter Elementary

- **End of Year Activities-** The last weeks of school saw a number of culminating activities to draw a close to this school year. Grade level trips to Indian Park, picnics, special educational activities, the last day award ceremony, and many of the annual traditions brought a successful end to the year. We wish the 4th grade class well as they move on to McCall and we look forward to a new kindergarten class in the fall (the graduating class of 2034).
- **Kindergarten Screening-** Over 60 children who are registered to date to enter Kindergarten at Lyter in the fall were screened on May 24th and 26th. The children were excited to come visit their "new" schools and meet the staff. The information from the screenings will help the Kindergarten team plan instruction in the fall. Select students will be invited to the Summer Kinder Camp August 2-5. Screening information will help school staff to plan activities to assist those identified as needing some help transitioning to Kindergarten in the fall. Thank you once again to Faith United Methodist Church for funding our summer camp program.
- **Classroom Assignments for 2021-22...** Students will receive a mailing in early August to inform the students and their parents of their teacher and classroom assignment for the coming year. Parents are once again asked not to submit requests for assignment to specific teachers. Additional important information for the year is included in the envelope.
- The Lyter staff wishes to extend a big thank you to our parents for their support throughout the year. Whether it be volunteering to help plan school events, attending the virtual parent-teacher conferences, helping with homework, reading with their child, and on and on, we are so fortunate to have such supportive parents in the Montoursville Area School District. Thank you!

To: Montoursville Area School District Board of Directors

From: Curtis J. Myers - Principal

Re: June 2021 – School Board Monthly Report for C.E. McCall Middle School

Autism Awareness:

McCall raised \$130 to support individuals with Autism and other disabilities in Lycoming County in support of Autism awareness throughout the month of April. The money was given to the Andrew's Special Kids Foundation. This foundation provides children with special needs by providing them with adaptive equipment, special education opportunities, safety equipment, therapies, and financial assistance for out of state travel.

Family Consumer Science:

7th and 8th grade students in Mrs. Gavitt's class have been competing in a "Chopped" competition based on the Food Network series. Students are required to complete 3 plates for presentation and judging using selected ingredients. Students have 25 minutes to complete the dishes. As soon as the buzzer sounds, they must step away from the preparation table. This activity has been exciting and motivating for our students. Thank you, Mrs. Gavitt!

McCall Spring Sports:

Spring sports have ended and we want to thank all the students for their hard work and dedication while playing. Keep up the great work!

McCall Builder's Club:

Thank you to all the Builder's Club members here at McCall. Members were able to collect hundreds of dollars for many fundraising events here at the school and in the community. Best of luck to our current members as they transition to the high school. We look forward to the upcoming year when new members will be selected and work together to develop servant-leader's skills as they serve their school and community.

PSSA and Keystone Assessments:

The PSSA's in grades 5,6,7,8 and Keystones for Algebra 1 students are completed for this school year.

STEM Updates:

The 5th grade have been busy assembling their MakeyMakey/Scratch interactive presentations. The 6th grade students are ending their year with a Sphero challenge. This is the first time they have used these robots, and they had so much fun!

Computer Science Update:

Discussions are being held on the realignment and transition from 5th & 6th STEM to 7th and 8th grade computer science to advance our students' computer science applications. Mrs. Beadle and Mrs. Altebrando are determining the integration of computer science and STEM components for 5th and 6th. 7th/8th grade are continuing with CSFirst and the Carnegie Mellon's CMU Academy designed for Middle School students to expose them to introductory coding with syntax.

Innovation Lab & Grants & Updates:

We are pursuing grants for drones and robotics opportunities for the 2021-2022 school year to enhance the computer science program. The transformation of the library into an Innovation Center is ongoing. Books and shelving have been realigned to make space for the new opportunities for students.

Board Report

June 2, 2021

Chris King, Assistant Principal

- ∞ **Summer School** is scheduled to begin on June 21st.
- ∞ **FBLA National Conference** is scheduled for June 29th – July 2nd. It will be held virtually.
- ∞ **Keystone testing** is currently being taken for Biology and Algebra.
- ∞ **Graduation** is scheduled for June 10th @ 7:00.
- ∞ Congratulations go out to Lily Saul for taking 2nd place in the 400 meter and 4th in the 800 meter at the PIAA Track and Field Championships.

MONTOURSVILLE AREA SCHOOL DISTRICT

MINUTES FOR BOARD MEETING

Tuesday, May 11, 2021
7:02 PM

Pledge to the flag
Call to Order - Board President
Roll Call - Board Secretary

MEMBER

x Daniel L. Albert
____ Susan Beery
x Scott W. Konkle
____ Jennifer L. Marriott
x Dottie M. Mathers, Vice President
x William S. Ruffing

MEMBER

x David Shimmel, President
x Ronald E. Snell
x Dale Ulmer
x *Fred Holland, Solicitor
x *Christina Bason, Superintendent
x *Brandy N. Smith, Business Mgr./Bd. Secretary
*(Non-Voting Member)

OTHERS

x Breon, Amy - Elementary School Principal
____ Feerrar, Darrin - Elementary School Principal
x Gnoffo, Joseph - Supervisors of Buildings and Grounds
x King, Christopher - Assistant High School Principal
x Myers, Curtis - Middle School Principal
x Peipher, Sebastian - Lead Network Administrator
x Taormina, Daniel - High School Principal
x Williamson, Michele - Supervisor of Special Education
x Residents x Media x Students

Awards and Recognitions

Pastor Matthew Waggoner offered a prayer.

Approval of minutes for the following meetings:

- Board Meeting, Tuesday, April 13, 2021
- Work Session Meeting, Tuesday, April 27, 2021

Motion: Mathers Second: Ruffing
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

Mr. Snell asked Mr. Shimmel about a statement on the minutes from April 13, 2021 regarding a special meeting to discuss the health and safety plan. He wanted to know if that was something that could be scheduled.

Mr. Ulmer asked about changing the health and safety plan as well.

Mr. Shimmel said that these items can be discussed later in the meeting.

Public Comment

Karen Disalvo gave her thoughts on the mask order. She stated that the state website says masks do not need to be worn if they are deemed harmful. She presented a book that she encouraged the Board to read regarding a correlation between extended mask use and sickness.

Mark Oberheim stated his support for Karen Disalvo but said that he believes no one will read the information. He doesn't think the state will hit the 70% vaccination rate needed to lift the mask order. He shared his hesitation with the vaccinations and said he will not be a clinical trial.

Brenda Oberheim said she wants a special meeting held. She does not want the students to be wearing masks. She also said she doesn't believe meetings should end if there is time left and some board members still want to discuss issues.

Jack Callahan commented on the prom, FFA, art show, and football banquet. He did not hear about the art show and wishes it was advertised in a better way. He shared a list of schools that are changing their names and mascots.

Paul Rinker said he believes the Board will not stand up for the people only against the people.

Business Manager's Report

A. General Fund and Cafeteria Fund Treasurer's Report

Motion: Ulmer Second: Mathers
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

B. Budgetary Transfers –

Motion: Ulmer Second: Konkle
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

Mr. Snell requested another line be added to the form, so the signatures can be read clearly.

C. Presentation of Bills (Roll Call)

General Fund	– \$2,090,945.53
Cafeteria Fund	– \$ 92,860.02

Motion: Ulmer Second: Konkle
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

D. Business

Budget Update: Mrs. Smith provided a budget update, including a few changes from the previous presentation.

Superintendent's Report

Mrs. Bason provided background information on Agenda Items G-12 and G-13 for the Summer Skills Program and the agreement between the District and The Warren County School District.

Dr. Breon reported on the PBIS score of 82 with the minimum required being a 70. Dr. Breon also shared that Elementary PSSAs are done and the bookfair is going on right now.

Mr. Myers reported on annual essay contest winners and thanked Mr. Ravert. He shared that PSSAs went well.

Mr. Taormina reported on prom where over 270 students attended. He shared that the Celebration of the Arts went really well last weekend. Mr. Taormina also gave an update on the Boys Tennis team. They are 14-2 and won the first round of districts.

Agenda Items

- **General**

G-1 Approval of an agreement between Montoursville Area School District and Transfinder. (Attachment)

Motion: Mathers Second: Ruffing
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

Mr. Ulmer asked about what Transfinder was used for.

Mr. Snell asked if it will be included in the budget.

Mrs. Bason stated that it would be coming from other funding.

Mr. Konkle asked if the reoccurring costs would be a part of the budget next year.

Mrs. Bason responded that they would be.

G-2 Approval of an agreement between Montoursville Area School District and Synovia Solutions. (Attachment)

Motion: Ulmer Second: Konkle
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Berry, Marriott
Result: **Motion Carried**

Mr. Snell asked what Synovia Solutions was used for with the transportation changes.

Mrs. Bason explained that this was for the parent application.

G-3 Approval of an agreement between Montoursville Area School District and Intrado. (Attachment)

Motion: Mathers Second: Ruffing
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

Mr. Snell asked what this agreement was for.

Mr. Peipher explained that it was a replacement for Blackboard.

G-4 Approval of the 2021-2022 school calendar for the second and final reading. (Attachment)

Motion: Snell Second: Ruffing
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

Dr. Mathers shared that a parent said that they would like the calendar to be approved earlier.

- G-5 Consider the nomination and election of Brandy N. Smith as school board secretary, effective July 1, 2021 to fulfill the four-year term ending on June 30, 2025.

Motion: Ulmer Second: Konkle
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

- G-6 Approval of an agreement between Montoursville Area School District and BLaST IU #17 for E-Rate Services. (Attachment)

Motion: Mathers Second: Ruffing
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

- G-7 Approval of an agreement between Montoursville Area School District and Nittany Learning. (Attachment)

Motion: Ulmer Second: Mathers
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

- G-8 Approval of the election of Daniel Albert as temporary school board president for the purpose of signing his daughter's high school diploma.

Motion: Konkle Second: Shimmel
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

- G-9 Approval of an agreement between Montoursville Area School District and Lycoming Career and Technology Center, 2021-2022 Budget. (Attachment)

Motion: Ulmer Second: Mathers
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

Mr. Snell asked where the fund balance is located within the documents and questioned the increase in cost to the District compared to operating costs.

Mrs. Smith provided an explanation.

- G-10 Approval of a one-year extension of the agreement dated May 8, 2007 with the borough of Montoursville to provide a school resource officer for the 2021-2022 school year. In accordance with the agreement, the District shall pay the Borough a yearly sum equal to 39/52 of the Borough's yearly cost of salary, benefits, vehicle and other expenses of the school resource officer. (Attachment)

Motion: Mathers Second: Konkle
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel
No: Snell, Ulmer
Absent: Beery, Marriott
Result: **Motion Carried**

Mr. Ulmer asked to see a current contract. Mr. Ulmer also said he wants an updated contract.

Mr. Snell said he is concerned about section number 4 regarding pension shares.

He wanted to know if the District will be paying a pension share.

Mr. Ruffing asked if school is shut down would we still be paying and what would he be doing.

Mrs. Bason shared the things he would continue to do if the District were shut down.

- G-11 Approval of Montoursville Area High School summer programs, pursuant to Board Policy #124. The six-week programs will run from June 21, 2021 to July 30, 2021.
Programs consist of:

Enrichment Courses - \$200 per course

- CSS
- World History

Motion: Snell Second: Ruffing
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

A student asked if the courses will be in person or online. Mr. Taormina responded that it will be online but that needs to be revisited.

- G-12 Approval of a 2020-2021 Summer Skills Program for Tier II/Tier III students in grades K through 11th.

Motion: Ruffing Second: Konkle
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

Mr. Snell asked if it was the WOL program. Mrs. Bason responded that it was not.

- G-13 Approval of an agreement between Montoursville Area School District and Warren County School District, effective for the 2021-2022 school year. (Attachment)

Motion: Mathers Second: Ulmer
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

Mr. Snell commented on Section C. He stated that this contract doesn't include us only paying when the students attend and he asked about a reimbursement.

Mr. Ulmer commented about costs staying the same.

Mrs. Bason stated that there was an increase.

Dr. Mathers asked if we could purchase half year.

Mr. Snell asked if the success rate changed at all. Mrs. Bason responded that it depends on the grade level but updated numbers will be coming soon.

- G-14 Approval to adopt the Pennsylvania School Boards Association Principles for Governance and Leadership. (Attachment)

Motion: Mathers Second: Ruffing
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Berry, Marriott
Result: **Motion Carried**

- G-15 Approval of an agreement between Montoursville Area School District and BLaST IU #17 for Technology Services. (Attachment)

Motion: Ulmer Second: Ruffing
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

Mr. Snell asked if there was an increase over last year. Mr. Peipher responded that there is an increase.

- G-16 Approval of an agreement between Montoursville Area School District and BLaST IU#17 for shared Special Education Services for the 2021-2022 school year. (Attachment)

Motion: Ruffing Second: Snell
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**
Mr. Ulmer stated the cost

- **Personnel**

- P-1 Approval of the following additions to the support staff:

Employee	Position	Rate of Pay	Effective	Replacement for:
Joey Lowmiller	Custodian	\$14.84	May 12, 2021	Dwayne Rodriguez
Misty Emick	Paraprofessional	\$11.40	May 12, 2021	Jessica Cole

Motion: Snell Second: Mathers
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

- P-2 Approval of the following additions to the professional staff:

Employee	Certification	Rate of Pay	Effective	Replacement for:
Payton Robbins	School Nurse (pending)	Daily Rate \$248.30 (20-21) Bachelor's Step 1 \$46,680 (21-22)	May 12, 2021	Joan Baier
Michaela Mathis	Special Education	Bachelor's Step 2 \$50,264	2021-2022 SY	Emily Haywood
Tiffany Steppe	English	Bachelor's Step 3	2021-2022	Alicia Betz

		\$51,948	SY	
Holley Fuller	Art	Bachelor's Step 2	2021-2022	Victoria Stetts
		\$50,264	SY	

Motion: Ruffing Second: Mathers
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

P-3 Approval of an addition to the teacher substitute list for the 2020-2021 school year:

Employee	Certification
Kyle Essick	English

Motion: Mathers Second: Ruffing
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

P-4 Approval of the following change in dates for a leave of absence from a member of the professional staff:

Employee	Effective date change:
101700	Original start date of leave was May 10, 2021 New start date of leave is now April 30, 2021

Motion: Mathers Second: Konkle
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

P-5 Approval of the following addition to the administrative staff:

Employee	Position	Effective	Rate of Pay	Replacement for:
Jamie Yonkin	Elementary Principal	July 1, 2021	\$81,500	Dr. Amy Breon

Motion: Ulmer Second: Snell
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

Mr. Yonkin thanked the Board and shared how excited he was to be working in the District.

P-6 Approval of the following resignation from a member of the professional staff:

Employee	Position	Effective
Jaclyn Gilbert	Music	End of the 2020-2021 school year

Motion: Snell Second: Mathers
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None

Absent: Beery, Marriott
Result: **Motion Carried**

P-7 Approval of the following changes to the coaching staff for the 2020-2021 school year:

<u>Coach</u>	<u>Sport</u>	<u>Position</u> <u>From:</u>	<u>Position To:</u>	<u>Stipend</u>	<u>Replacement for:</u>
Rick Robertson	Softball	Assistant	1 st Assistant	\$2,400	Sean Gair

Motion: Snell Second: Ruffing
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

- **Transportation**

T-1 Approval of Promiseland Bussing rates in the amounts of \$2,704.07 and \$2,474.34 for April 2021. (Attachment)

Motion: Ulmer Second: Konkle
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

- **Academics**

A-1 Approval for graduation of those members of the senior class of 2021 who will have met all state and district requirements as of June 1, 2021 (146 potential graduates as of May 11, 2021).

Special dates for the senior class as follows:

Awards Ceremony – June 4, 2021 at 7:00 PM
Commencement – June 10, 2021 at 7:00 PM

Motion: Snell Second: Ruffing
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

- **Policy**

PY-1 Approval of the second and final reading of the following policies: (Attachment)

Policy 126 Class Size
Policy 237 Electronic Devices
Policy 703 Sanitary Management
Policy 709 Building Access
Policy 803 School Calendar

Motion: Ruffing Second: Ulmer

Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Ulmer
No: Snell
Absent: Beery, Marriott
Result: **Motion Carried**

Mr. Snell commented under authority on 237. Mr. Snell wanted to leave the list of electronic devices in the policy. Regarding Policy 803, Dr. Mathers asked for clarification on the verbiage for the number of school days. She also asked about the number of act 80 days.

Mrs. Bason provided clarification.

Mr. Snell asked how many daily instruction hours are included.

- **Budget and Finance**

BF-1 Approval of the proposed final General Fund budget in the amount of \$32,581,013 for the fiscal year 2021-2022 including salary and work schedules as proposed. (Attachment)

Motion: Ulmer Second: Konkle
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**
Mr. Shimmel commented that it is with no tax increase.

Motion to extend meeting 30 minutes to 9:32.

Motion: Ruffing Second: Snell
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: **Motion Carried**

Other Reports

A. Committee Reports

- PSBA – Nothing to report
- Policy Committee – Nothing to report
- IU Rep. – Mr. Ruffing shared the success of the bike donation program
- LCTC Rep. – Announcement of a meeting next Thursday.
- Memorial Gardens – Last weekend was the cleanup. Bushes were taken out, but the bricks need fixed. Mr. Konkle shared that the key club did a great job.
- Budget – Nothing to report
- Buildings and Ground – Mr. Albert said a bus driver told him that there has been increased speeding around Loyalsock Valley. He asked if we can get bigger signs around the school.
- Montoursville Foundation – Nothing to report
- Extra-Curricular Activities – Nothing to report

Public Comment

Jack Callahan clarified why he brought up the school mascot name changes. He said he wants the playground equipment looked at to make sure it is safe. He spoke about how summer school used to be and said he would like to see basketball players and wrestlers' names up in the gym. He stated that there are pros and cons to everything.

Brenda Oberheim asked who is on the health and safety committee.

Mrs. Bason and Mr. Shimmel responded.

Brenda Oberheim asked Mr. Ulmer that if the health and safety committee met if anything would change. She also asked what certain members of the Board have done to change the masking requirements.

Mr. Snell asked why the committee brought up the department of health but don't acknowledge the section regarding desk shields.

Mr. Snell made a motion to review the health and safety plan to make masks optional when behind a desk shield.

Mr. Ruffing gave a second to the motion.

Dr. Mathers said a motion couldn't be made off of public comment, and that time needs to be given for research.

Mr. Shimmel suspended the meeting at 9:18 and the meeting resumed at 9:34.

Motion to have the health and safety committee to reassess the use of desk shields in leu of masks.

Motion: Snell Second: Ruffing
Yes: Albert, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Beery, Marriott
Result: Motion Carried
Mr. Snell said that masks during recess should be assessed too.

Mr. Ruffing clarified on his second to the motion. He will not support anything that will put the kids back into remote education.

Mr. Snell asked for public comment.

Public Comment

Gregg Stapp commented that people are awake now and they were not before. He said he wants the Board to use critical thinking for this issue.

Paul Rinker said this is not a legislative issue. He said that these are not laws but only policies and suggestions. He said he believes the board needs to push back and get more clarification.

Mrs. Bason responded by saying she did ask for clarification regarding medical conditions and masks but has not heard back.

Karen Disalvo stated that this is not a legislative issue.

ADJOURNMENT OF THE REGULAR MEETING 9:48 PM

Motion: Ruffing Second: Konkle
Voice Vote: Unanimous

David Shimmel, President

Brandy N. Smith, Board Secretary

MONTOURSVILLE AREA SCHOOL DISTRICT

MINUTES FOR WORK SESSION McCall Middle School

Monday, May 24, 2021
7:25 PM

Board President called for executive session to discuss a legal matter.
Board returned moving the work session to the tennis courts.
Roll Call – Board President

MEMBER

☒ Daniel L. Albert
☒ Susan Beery
☒ Scott W. Konkle
☐ Jennifer L. Marriott
☒ Dottie M. Mathers, Vice President
☒ William S. Ruffing

MEMBER

☒ David Shimmel, President
☒ Ronald E. Snell
☒ Dale Ulmer
☐ *Fred Holland, Solicitor
☒ *Christina Bason, Superintendent
☒ *Brandy N. Smith, Business Mgr./Bd. Secretary
*(Non-Voting Member)

OTHERS

☐ Breon, Amy - Elementary School Principal
☐ Feerrar, Darrin - Elementary School Principal
☐ Gnoffo, Joseph - Supervisors of Buildings and Grounds
☐ King, Christopher - Assistant High School Principal
☐ Myers, Curtis - Middle School Principal
☐ Peipher, Sebastian – Lead Network Administrator
☐ Taormina, Daniel - High School Principal
☐ Williamson, Michele - Supervisor of Special Education
☒ Residents ☐ Media ☐ Students

Public Comment

Residents of Montoursville Area School District and neighboring school districts in Lycoming County spoke in regards to their concern with students wearing masks in school.

Action Items

G-1 Approval to amend the Health and Safety Plan to allow any individual engaging in high exertion during OUTDOOR activity, including but not limited to athletics, exercise, play or classroom engagement will NOT be required to wear masks when actively in those activities. Effective immediately.

Motion: Snell Second: Albert
Yes: Albert, Beery, Konkle, Mathers, Ruffing, Shimmel, Snell, Ulmer
No: None
Absent: Marriott
Result: **Motion Carried**

G-2 Effective June 1st, wearing of masks in the MASD shall be voluntary unless otherwise required by parent/guardian.

Motion: Snell Second: Albert
Yes: Albert, Beery, Konkle, Ruffing, Shimmel, Snell, Ulmer
No: Mathers
Absent: Marriott
Result: **Motion Carried**

G-3 Masks for the 2021-22 school year at MASD shall be optional.

Motion: Albert Second: Snell
Yes: Albert, Konkle, Ruffing, Shimmel, Snell, Ulmer
No: Beery, Mathers
Absent: Marriott
Result: **Motion Carried**

Public Comment

Residents of Montoursville Area School District and neighboring school districts in Lycoming County thanked the board for the decision made this evening in regards to students wearing masks.

ADJOURNMENT OF THE REGULAR MEETING 8:26 pm

Motion: Shimmel Second: Mathers
Voice Vote: Unanimous

David Shimmel, President

Brandy N. Smith, Board Secretary