

MONTOURSVILLE AREA SCHOOL DISTRICT
BOARD MEETING
TUESDAY, APRIL 12, 2022
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.** Pastor Matthew Waggoner, Twin Hills Church of the Nazarene
- 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
April 12, 2022
7:00 PM
Montoursville Area High School**

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	\$	4,379,543.51
Amounts to be paid at this meeting	\$	<u>466,312.10</u>
Total	\$	4,845,855.61

PB-2 Cafeteria Fund (Attached)

Approve list of bills per attached list:

Amounts paid since last meeting	\$	65,057.48
Amounts to be paid at this meeting	\$	<u>45,141.14</u>
Total	\$	110,198.62

TREASURER'S REPORT

GENERAL FUND

	MARCH	YEAR TO DATE	21-22 BUDGET
Beginning Balance	\$12,062,085.35	\$6,573,626.96	
Receipts:			
Current Real Estate Taxes	0.00	12,296,342.63	12,221,820.00
Current Interim Real Estate Taxes	6,041.31	18,130.90	20,000.00
Public Utility Realty Tax	0.00	15,975.07	15,000.00
Current In-Lieu of Taxes	0.00	45,447.25	45,000.00
Current Earned Income, Act 511	370,101.57	2,619,638.66	4,000,000.00
Real Estate Transfer, Act 511	42,859.59	194,060.07	220,000.00
Del. Real Estate Taxes	35,193.40	282,909.55	500,000.00
Del. Per Capita	0.00	0.00	0.00
Interest	497.34	1,785.87	20,000.00
Admissions	918.22	49,948.37	45,000.00
Activity Participation Fee	1,450.00	11,205.00	9,000.00
Other District Activity Income	1,645.90	17,365.86	18,000.00
Federal Revenue from Other Sources	0.00	0.00	0.00
I. U. Federal Funds	345,575.00	345,575.00	325,722.00
Rentals	0.00	0.00	3,000.00
Donations	2,000.00	74,149.08	0.00
Summer School	0.00	0.00	8,750.00
Tuition Payments	0.00	1,644.42	45,000.00
Driver Ed - Student Payments	1,370.00	2,040.00	26,250.00
Refund Prior Yr Expenses	51.69	28,337.57	0.00
Misc. Revenue	1,560.18	8,420.40	20,000.00
Basic Instructional Subsidy	0.00	4,367,663.00	7,156,416.00
FICA Taxes	0.00	178,591.25	476,100.00
Tuition Payment 1305/1306	0.00	0.00	0.00
Vocational Education	0.00	0.00	0.00
Special Education	203,075.00	1,013,419.00	1,319,628.00
Transportation	119,982.00	337,104.00	480,113.00
Rental & Sinking Fund Payments	0.00	513,926.26	308,900.00
Medical & Dental Services	0.00	32,386.98	34,000.00
Property Tax Relief	0.00	512,181.95	512,182.00
Safe Schools Grant	0.00	35,000.00	0.00
Ready to Learn Grant	0.00	264,755.00	264,755.00
PA Smart Grant	0.00	0.00	0.00
Retirement	639,695.82	919,781.23	2,133,100.00
IDEA	0.00	0.00	0.00
Title I	22,430.07	179,440.56	314,021.00
Title II	3,932.36	47,188.36	55,053.00
Title IV	1,538.77	21,542.00	21,542.00
Other Restricted Federal Grants	0.00	19,537.82	0.00
ESSER II Funds	24,615.40	98,461.60	750,000.00
ESSER III Funds	6,050.98	6,050.98	750,000.00
Other CARES ACT Funding	0.00	0.00	0.00
PA Access Funding	0.00	0.00	0.00
Medical Assistance Reimbursement	674.86	4,055.90	0.00
Interfund Transfers	0.00	0.00	0.00
Sale of Fixed Assets	492.00	1,602.00	0.00
Insurance Recoveries	15,447.52	15,447.52	0.00
	\$1,847,198.98	\$24,581,111.11	\$32,118,352.00
Total Receipts & Beg. Balance	\$13,909,284.33	\$31,154,738.07	\$32,118,352.00

	MARCH	YEAR TO DATE	21-22 BUDGET
Expenditures:			
Regular Programs	1,124,490.39	8,704,643.66	14,020,588.00
Special Programs	397,795.61	2,301,882.86	3,886,397.00
Vocational Programs	30,793.61	228,758.82	295,396.00
Other Instructional Programs	26,628.17	336,781.14	358,575.00
Nonpublic Programs	0.00	123.00	0.00
Pupil Personnel	78,535.85	539,763.93	922,883.00
Instructional Staff	69,222.67	867,813.55	1,485,823.00
Administration	171,585.25	1,290,358.27	1,831,885.00
Pupil Health	42,951.55	268,550.30	406,773.00
Business	30,012.35	311,275.25	447,081.00
Operation & Main. of Plant	166,050.50	1,759,304.62	2,549,685.00
Student Transportation	150,634.08	885,489.46	1,106,260.00
Staff Recruitment	85.00	85.00	0.00
Student Activities	3,635.13	26,750.66	102,000.00
School Sponsored Athletics	18,064.78	367,968.04	571,244.00
Existing Building Improvement	0.00	0.00	0.00
Refund of Prior YR Receipts	0.00	0.00	0.00
Transfer to Capital Reserve	0.00	20,833.75	1,206,668.00
Transfer to Debt Service	0.00	1,679,853.88	2,411,350.00
Transfer to Food Service	0.00	0.00	0.00
Transfer to Activity Fund	0.00	0.00	5,000.00
Extraordinary Items	0.00	0.00	0.00
Fund Transfers	0.00	0.00	0.00
Budgetary Reserve	0.00	0.00	1,000,000.00
Total Expenditures	<u>\$2,310,484.94</u>	<u>\$19,590,236.19</u>	<u>\$32,607,608.00</u>
Accounts Receivable	(2,353.83)	1,810,960.64	
Accounts Payable	834,641.61	2,613,658.57	
Ending General Ledger Cash Balance	<u>\$10,761,803.95</u>	<u>\$10,761,803.95</u>	
Santander Gen Fund Acct Balance	\$0.00	\$0.00	
PSDLAF Balance	\$10,731,782.55	\$10,731,782.55	
FNB Bank Balance	\$30,021.40	\$30,021.40	
Ending Balance	<u>\$10,761,803.95</u>	<u>\$10,761,803.95</u>	

Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2021 To 03/31/2022

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
1000's							
1110	REGULAR PROGRAMS	13,682,233.00	8,494,071.99	8,494,071.99	62.53	62,409.38	5,125,751.63
1190	FEDERAL PROGRAMS - REG	338,355.00	210,571.67	210,571.67	62.23	0.00	127,783.33
1100	*TOTALS*	14,020,588.00	8,704,643.66	8,704,643.66	62.52	62,409.38	5,253,534.96
1211	LIFE SKILLS SUP-IU	248,618.00	198,894.08	198,894.08	79.99	0.00	49,723.92
1221	HEAR IMPAIRED SUP SRVCS	70,492.00	69,401.83	69,401.83	98.45	0.00	1,090.17
1224	BLIND OR VISUALLY IMPAI	4,348.00	3,477.81	3,477.81	79.98	0.00	870.19
1225	SPEECH AND LANGUAGE	227,197.00	159,564.33	159,564.33	70.23	0.00	67,632.67
1231	EMOTIONAL SUPPORT	510,207.00	131,965.13	131,965.13	25.86	0.00	378,241.87
1233	AUTISTIC SUPPORT	164,965.00	122,371.97	122,371.97	74.18	0.00	42,593.03
1241	LEARNING SUP-ELEMENTARY	2,038,898.00	1,299,042.98	1,299,042.98	63.71	0.00	739,855.02
1243	GIFTED SUPP/ELEM/SEC	20,940.00	13,809.95	13,809.95	65.95	0.00	7,130.05
1260	PHYS OCCUP SUP SRVCS	70,282.00	0.00	0.00	0.00	0.00	70,282.00
1271	MULTI-HANDICAPPED SUPP	0.00	56,225.20	56,225.20	0.00	0.00	-56,225.20
1280	EARLY INTERVENTION	0.00	5,802.32	5,802.32	0.00	0.00	-5,802.32
1290	LEARNING SUPPORT	530,450.00	241,327.26	241,327.26	45.52	153.51	288,969.23
1200	*TOTALS*	3,886,397.00	2,301,882.86	2,301,882.86	59.23	153.51	1,584,360.63
1390	OTHER VOC ED PROGRAMS	295,396.00	228,758.82	228,758.82	77.44	0.00	66,637.18
1300	*TOTALS*	295,396.00	228,758.82	228,758.82	77.44	0.00	66,637.18
1410	DRIVERS EDUCATION	21,475.00	11,694.04	11,694.04	54.45	0.00	9,780.96
1420	OTH INSTR PROG-SUMMER	14,300.00	10,668.80	10,668.80	74.60	0.00	3,631.20
1430	HOMEBOUND INSTRUCTION	9,800.00	1,199.31	1,199.31	12.23	0.00	8,600.69
1441	ADJUDICATED/COURT PLACE	0.00	1,038.00	1,038.00	0.00	0.00	-1,038.00
1442	ALTERNATIVE EDUCATION	313,000.00	226,800.99	226,800.99	72.46	0.00	86,199.01
1490	ADDITNL OTH INST PROG	0.00	85,380.00	85,380.00	0.00	0.00	-85,380.00
1400	*TOTALS*	358,575.00	336,781.14	336,781.14	93.92	0.00	21,793.86
1500	NONPUBLIC SCHOOL	0.00	123.00	123.00	0.00	0.00	-123.00
1500	*TOTALS*	0.00	123.00	123.00	0.00	0.00	-123.00
Major Function - 1000's		18,560,956.00	11,572,189.48	11,572,189.48	62.68	62,562.89	6,926,203.63

2000's

2120	GUIDANCE SERVICES	791,883.00	435,714.16	435,714.16	55.06	355.72	355,813.12
2140	PSYCHOLOGICAL SERVICES	122,059.00	97,647.43	97,647.43	80.00	0.00	24,411.57
2150	SPEECH & HEARING SVRS	8,941.00	6,402.34	6,402.34	76.40	429.00	2,109.66
2100	*TOTALS*	922,883.00	539,763.93	539,763.93	58.57	784.72	382,334.35
2220	TECHNOLOGY SUPPORT SERV	0.00	0.00	0.00	0.00	0.00	0.00

Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2021 To 03/31/2022

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
2240	COMPUTER ASSISTED SVRS	918,413.00	531,127.46	531,127.46	118.39	556,223.57	-168,938.03
2250	SCHOOL LIBRARY SERVICES	280,990.00	178,155.64	178,155.64	64.97	4,414.35	98,420.01
2260	CURRICULUM	25,500.00	23,418.52	23,418.52	91.83	0.00	2,081.48
2261	SPECIAL EDUCATION	227,220.00	128,081.93	128,081.93	56.41	98.55	99,039.52
2270	STAFF DEVELOPMENT	33,700.00	605.00	605.00	3.35	525.00	32,570.00
2271	STAFF DEVELOPMENT-CERT	0.00	1,000.00	1,000.00	0.00	0.00	-1,000.00
2280	NONPUBLIC SERVICES	0.00	5,425.00	5,425.00	0.00	0.00	-5,425.00
2200	*TOTALS*	1,485,823.00	867,813.55	867,813.55	96.18	561,261.47	56,747.98
2310	BOARD SERVICES	31,735.00	19,408.87	19,408.87	61.15	0.00	12,326.13
2330	TX ASSES & COLLECT SRVC	110,400.00	70,185.97	70,185.97	63.57	0.00	40,214.03
2350	LEGAL & ACCT SVR	82,700.00	53,242.43	53,242.43	64.38	0.00	29,457.57
2360	OFFICE SUPERINTDNT SVCS	342,858.00	233,694.69	233,694.69	68.31	543.30	108,620.01
2370	COMMUNITY RELATIONS	0.00	100.00	100.00	0.00	0.00	-100.00
2380	OFFICE PRINCIPAL SVCS	1,264,192.00	913,726.31	913,726.31	73.53	15,901.27	334,564.42
2300	*TOTALS*	1,831,885.00	1,290,358.27	1,290,358.27	71.33	16,444.57	525,082.16
2420	MEDICAL SERVICES	93,727.00	72,681.93	72,681.93	77.54	0.00	21,045.07
2440	NURSING SERVICES	313,046.00	195,868.37	195,868.37	62.84	874.77	116,302.86
2400	*TOTALS*	406,773.00	268,550.30	268,550.30	66.23	874.77	137,347.93
2500	BUSINESS OFFICE	0.00	0.00	0.00	0.00	0.00	0.00
2511	SUPRV OF FISCAL SVRS	182,830.00	133,591.16	133,591.16	73.06	0.00	49,238.84
2519	OTHER FISCAL SERVICES	205,176.00	149,720.61	149,720.61	72.97	0.00	55,455.39
2540	PRINTING & PUBL SVCS	0.00	0.00	0.00	0.00	0.00	0.00
2590	OTH SUPP SVCS-BUSINESS	59,075.00	27,963.48	27,963.48	47.38	31.10	31,080.42
2500	*TOTALS*	447,081.00	311,275.25	311,275.25	69.63	31.10	135,774.65
2611	SUPV OF OP & MAINT SVRS	123,418.00	82,400.39	82,400.39	66.76	0.00	41,017.61
2619	SUPV OF OP & MAINT-OTHR	81,934.00	52,225.35	52,225.35	63.74	0.00	29,708.65
2620	OPER OF BLDG SVCS	2,055,273.00	1,454,081.89	1,454,081.89	74.83	83,897.97	517,293.14
2630	CARE & UPKEEP OF GROUND	143,954.00	95,271.99	95,271.99	66.18	0.00	48,682.01
2660	BUILDING SECURITY GUARD	145,106.00	75,325.00	75,325.00	51.91	0.00	69,781.00
2600	*TOTALS*	2,549,685.00	1,759,304.62	1,759,304.62	72.29	83,897.97	706,482.41
2700	STUDENT TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00
2720	VEHICLE OPERATION SVCS	1,005,000.00	825,484.64	825,484.64	82.14	100.00	179,415.36
2730	MONITORING SERVICES	81,260.00	60,004.82	60,004.82	74.77	753.67	20,501.51
2750	NONPUBLIC TRANSPORTATN	20,000.00	0.00	0.00	0.00	0.00	20,000.00
2700	*TOTALS*	1,106,260.00	885,489.46	885,489.46	80.12	853.67	219,916.87
2832	RECRUITMENT PLACEMENT	0.00	85.00	85.00	0.00	0.00	-85.00

Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2021 To 03/31/2022

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
2836	STAFF DEVELOP NONCERT	0.00	0.00	0.00	0.00	350.00	-350.00
2800	*TOTALS*	0.00	85.00	85.00	0.00	350.00	-435.00
Major Function - 2000's		8,750,390.00	5,922,640.38	5,922,640.38	75.27	664,498.27	2,163,251.35
3000's							
3210	STUDENT ACTIVITIES	102,000.00	26,750.66	26,750.66	45.56	19,727.25	55,522.09
3250	SCHL SPNSORED ATHLETICS	571,244.00	367,968.04	367,968.04	67.65	18,514.11	184,761.85
3200	*TOTALS*	673,244.00	394,718.70	394,718.70	64.30	38,241.36	240,283.94
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		673,244.00	394,718.70	394,718.70	64.30	38,241.36	240,283.94
4000's							
4600	EXISTING BLDG. IMPROVE	0.00	0.00	0.00	0.00	170,000.00	-170,000.00
4600	*TOTALS*	0.00	0.00	0.00	0.00	170,000.00	-170,000.00
Major Function - 4000's		0.00	0.00	0.00	0.00	170,000.00	-170,000.00
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	0.00	0.00	0.00	0.00	0.00
5100	*TOTALS*	0.00	0.00	0.00	0.00	0.00	0.00
5220	TRANS TO SPEC REV FUND	0.00	0.00	0.00	0.00	0.00	0.00
5230	TRANS TO CAP RESERVE FD	1,206,668.00	20,833.75	20,833.75	1.72	0.00	1,185,834.25
5240	TRANSFER TO DEBT SER	2,411,350.00	1,679,853.88	1,679,853.88	69.66	0.00	731,496.12
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*	3,623,018.00	1,700,687.63	1,700,687.63	46.94	0.00	1,922,330.37
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	1,000,000.00	0.00	0.00	0.00	0.00	1,000,000.00
5900	*TOTALS*	1,000,000.00	0.00	0.00	0.00	0.00	1,000,000.00
Major Function - 5000's		4,623,018.00	1,700,687.63	1,700,687.63	36.78	0.00	2,922,330.37

Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2021 To 03/31/2022

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
EXPENDITURE	Totals	32,607,608.00	19,590,236.19	19,590,236.19	62.94	935,302.52	12,082,069.29

Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2021 To 03/31/2022

fabrdcon

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	-12,221,820.00	-12,296,342.63	-12,296,342.63	100.60	0.00	74,522.63
6112	INTERIM REAL ESTATE TAX	-20,000.00	-18,130.90	-18,130.90	90.65	0.00	-1,869.10
6113	PUBLIC UTIL REALTY TX	-15,000.00	-15,975.07	-15,975.07	106.50	0.00	975.07
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	-4,000,000.00	-2,619,638.66	-2,619,638.66	65.49	0.00	-1,380,361.34
6153	CUR 511 RL EST TRANS TX	-220,000.00	-194,060.07	-194,060.07	88.20	0.00	-25,939.93
6100	*TOTALS*	-16,521,820.00	-15,189,594.58	-15,189,594.58	91.93	0.00	-1,332,225.42
6411	DELINQ REAL ESTATE TAX	-500,000.00	-282,909.55	-282,909.55	56.58	0.00	-217,090.45
6420	DELINQ PER CAPITA 679	0.00	0.00	0.00	0.00	0.00	0.00
6441	DELINQ PER CAP ACT 511	0.00	0.00	0.00	0.00	0.00	0.00
6452	DELINQUENT OCCUPAT TAX	0.00	0.00	0.00	0.00	0.00	0.00
6400	*TOTALS*	-500,000.00	-282,909.55	-282,909.55	56.58	0.00	-217,090.45
6510	INTEREST	-20,000.00	-1,785.87	-1,785.87	8.92	0.00	-18,214.13
6520	INTEREST ON INVESTMENTS	0.00	0.00	0.00	0.00	0.00	0.00
6500	*TOTALS*	-20,000.00	-1,785.87	-1,785.87	8.92	0.00	-18,214.13
6710	ADMISSIONS	-45,000.00	-49,948.37	-49,948.37	110.99	0.00	4,948.37
6740	PARTICIPATION FEE	-9,000.00	-11,205.00	-11,205.00	124.50	0.00	2,205.00
6790	OTHER LEA ACTIVITIES	-18,000.00	-17,365.86	-17,365.86	96.47	0.00	-634.14
6700	*TOTALS*	-72,000.00	-78,519.23	-78,519.23	109.05	0.00	6,519.23
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
6829	STATE REVENUE 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	-325,722.00	-270,000.00	-270,000.00	82.89	0.00	-55,722.00
6837	CARES ACT PASS THROUGH	0.00	-75,575.00	-75,575.00	0.00	0.00	75,575.00
6839	FED REV FROM OTH INTEG	0.00	0.00	0.00	0.00	0.00	0.00
6800	*TOTALS*	-325,722.00	-345,575.00	-345,575.00	106.09	0.00	19,853.00
6910	RENTALS	-3,000.00	0.00	0.00	0.00	0.00	-3,000.00
6920	DONATION FROM PRIVATE	0.00	-74,149.08	-74,149.08	0.00	0.00	74,149.08
6941	REG DAY SCHOOL TUITION	0.00	0.00	0.00	0.00	0.00	0.00
6942	SUMMER SCHOOL TUITION	-8,750.00	0.00	0.00	0.00	0.00	-8,750.00
6944	TUITION FROM OTHER LEA	-45,000.00	-1,644.42	-1,644.42	3.65	0.00	-43,355.58
6949	DRIVER'S EDUCATION	-26,250.00	-2,040.00	-2,040.00	7.77	0.00	-24,210.00
6980	COMMUNITY SERV ACTIVITY	0.00	0.00	0.00	0.00	0.00	0.00

Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2021 To 03/31/2022

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
6991	REFUND PRIOR YR EXP	0.00	-28,337.57	-28,337.57	0.00	0.00	28,337.57
6992	ENERGY EFFICIENCY REV	0.00	0.00	0.00	0.00	0.00	0.00
6999	ALL OTHER INCOME	-20,000.00	-8,420.40	-8,420.40	42.10	0.00	-11,579.60
6900	*TOTALS*	-103,000.00	-114,591.47	-114,591.47	111.25	0.00	11,591.47
Major Function - 6000's		-17,542,542.00	-16,012,975.70	-16,012,975.70	91.28	0.00	-1,529,566.30
7000's							
7110	BASIC INSTRUCTNL SUBSI	0.00	0.00	0.00	0.00	0.00	0.00
7111	BASIC INSTRUCTIONAL SUB	-7,156,416.00	-4,367,663.00	-4,367,663.00	61.03	0.00	-2,788,753.00
7112	SOCIAL SECURITY REIMB	-476,100.00	-178,591.25	-178,591.25	37.51	0.00	-297,508.75
7160	SEC 1305 & 1306	0.00	0.00	0.00	0.00	0.00	0.00
7100	*TOTALS*	-7,632,516.00	-4,546,254.25	-4,546,254.25	59.56	0.00	-3,086,261.75
7220	VOCATONAL EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00
7271	SP ED EXTRAORID COSTS	-1,319,628.00	-1,013,419.00	-1,013,419.00	76.79	0.00	-306,209.00
7200	*TOTALS*	-1,319,628.00	-1,013,419.00	-1,013,419.00	76.79	0.00	-306,209.00
7310	TRANS (REGULAR&ADDIT)	0.00	0.00	0.00	0.00	0.00	0.00
7311	S P TRANSPORTATION	-480,113.00	-335,949.00	-335,949.00	69.97	0.00	-144,164.00
7312	N P TRANSPORTATION	0.00	-1,155.00	-1,155.00	0.00	0.00	1,155.00
7320	RENT & SINKING FUND PAY	-308,900.00	-513,926.26	-513,926.26	166.37	0.00	205,026.26
7330	MED & DENTAL SERVICES	-34,000.00	-32,386.98	-32,386.98	95.25	0.00	-1,613.02
7340	PROPERTY TAX REDUCTION	-512,182.00	-512,181.95	-512,181.95	100.00	0.00	-0.05
7360	SAFE SCHOOLS	0.00	0.00	0.00	0.00	0.00	0.00
7361	SAFE SCHOOL	0.00	-35,000.00	-35,000.00	0.00	0.00	35,000.00
7300	*TOTALS*	-1,335,195.00	-1,430,599.19	-1,430,599.19	107.14	0.00	95,404.19
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	PASART GRANT	0.00	0.00	0.00	0.00	0.00	0.00
7599	OTHER STATE REVENUE	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	-2,133,100.00	-919,781.23	-919,781.23	43.11	0.00	-1,213,318.77
7800	*TOTALS*	-2,133,100.00	-919,781.23	-919,781.23	43.11	0.00	-1,213,318.77
Major Function - 7000's		-12,685,194.00	-8,174,808.67	-8,174,808.67	64.44	0.00	-4,510,385.33
8000's							
8512	IDEA PART B	0.00	0.00	0.00	0.00	0.00	0.00

Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2021 To 03/31/2022

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
8514	TITLE I	-314,021.00	-179,440.56	-179,440.56	57.14	0.00	-134,580.44
8515	TITLE II	-55,053.00	-47,188.36	-47,188.36	85.71	0.00	-7,864.64
8517	TITLE IV - DRUG FREE SC	-21,542.00	-21,542.00	-21,542.00	100.00	0.00	0.00
8500	*TOTALS*	-390,616.00	-248,170.92	-248,170.92	63.53	0.00	-142,445.08
8690	OTHER RESTRICTED FED GR	0.00	-19,534.81	-19,534.81	0.00	0.00	19,534.81
8600	*TOTALS*	0.00	-19,534.81	-19,534.81	0.00	0.00	19,534.81
8741	ESSER I FUND	0.00	-3.01	-3.01	0.00	0.00	3.01
8742	GEER I FUNDS	0.00	0.00	0.00	0.00	0.00	0.00
8743	ESSER II FUNDS	-750,000.00	-98,461.60	-98,461.60	13.12	0.00	-651,538.40
8744	ESSER III FUNDS	-750,000.00	0.00	0.00	0.00	0.00	-750,000.00
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
8751	ARP ESSER LEARNING LOSS	0.00	-4,322.10	-4,322.10	0.00	0.00	4,322.10
8752	ARP ESSER SUMMER PROGRM	0.00	-864.44	-864.44	0.00	0.00	864.44
8753	ARP ESSER AFTERSCHOOL	0.00	-864.44	-864.44	0.00	0.00	864.44
8700	*TOTALS*	-1,500,000.00	-104,515.59	-104,515.59	6.96	0.00	-1,395,484.41
8810	PA ACCESS FUNDING	0.00	0.00	0.00	0.00	0.00	0.00
8820	MED ASST TRANS COST	0.00	-4,055.90	-4,055.90	0.00	0.00	4,055.90
8800	*TOTALS*	0.00	-4,055.90	-4,055.90	0.00	0.00	4,055.90
Major Function - 8000's		-1,890,616.00	-376,277.22	-376,277.22	19.90	0.00	-1,514,338.78
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	-1,602.00	-1,602.00	0.00	0.00	1,602.00
9400	*TOTALS*	0.00	-1,602.00	-1,602.00	0.00	0.00	1,602.00
9990	INSURANCE RECOVERIES	0.00	-15,447.52	-15,447.52	0.00	0.00	15,447.52
9900	*TOTALS*	0.00	-15,447.52	-15,447.52	0.00	0.00	15,447.52
Major Function - 9000's		0.00	-17,049.52	-17,049.52	0.00	0.00	17,049.52

Condensed Board Summary Report

Fund: 10 GENERAL FUND

From 07/01/2021 To 03/31/2022

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
REVENUE Totals		-32,118,352.00	-24,581,111.11	-24,581,111.11	76.53	0.00	-7,537,240.89

Condensed Board Summary Report

Fund: 50 CAFETERIA

From 07/01/2021 To 03/31/2022

fabrdcon

Account	Description	Current Budget	Period To Date Exp/Rcvd	Year To Date Exp/Rcvd	YTD % Used	Unliquidated Encumbrances	Balance
3000's							
3100	FOOD SERVICES	0.00	662,646.11	662,646.11	0.00	55,784.99	-718,431.10
3100	*TOTALS*	0.00	662,646.11	662,646.11	0.00	55,784.99	-718,431.10
Major Function - 3000's		0.00	662,646.11	662,646.11	0.00	55,784.99	-718,431.10
EXPENDITURE Totals		0.00	662,646.11	662,646.11	0.00	55,784.99	-718,431.10

Condensed Board Summary Report

Fund: 50 CAFETERIA

From 07/01/2021 To 03/31/2022

fabrdcon

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	-665.36	-665.36	0.00	0.00	665.36
6500	*TOTALS*	0.00	-665.36	-665.36	0.00	0.00	665.36
6611	DLY SLS SCH LUNCH PROG	0.00	0.00	0.00	0.00	0.00	0.00
6612	SCHL BREAKFAST PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00
6621	STUDENT A LA CARTE-LUNH	0.00	-86,556.85	-86,556.85	0.00	0.00	86,556.85
6622	ADULT SALES	0.00	-4,878.20	-4,878.20	0.00	0.00	4,878.20
6623	STUDENT A LA CARTE-BREK	0.00	0.00	0.00	0.00	0.00	0.00
6600	*TOTALS*	0.00	-91,435.05	-91,435.05	0.00	0.00	91,435.05
6910	RENTALS	0.00	0.00	0.00	0.00	0.00	0.00
6991	REFUND PRIOR YR EXP	0.00	0.00	0.00	0.00	0.00	0.00
6999	ALL OTHER INCOME	0.00	-1,859.98	-1,859.98	0.00	0.00	1,859.98
6900	*TOTALS*	0.00	-1,859.98	-1,859.98	0.00	0.00	1,859.98
Major Function - 6000's		0.00	-93,960.39	-93,960.39	0.00	0.00	93,960.39
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	-18,665.50	-18,665.50	0.00	0.00	18,665.50
7601	SUBSI BREAKFAST PROG	0.00	0.00	0.00	0.00	0.00	0.00
7600	*TOTALS*	0.00	-18,665.50	-18,665.50	0.00	0.00	18,665.50
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	-18,665.50	-18,665.50	0.00	0.00	18,665.50
8000's							
8531	SUBSI MLK,LUN,BRK PROGS	0.00	-662,406.84	-662,406.84	0.00	0.00	662,406.84
8533	VALUE DONATED COMMODITI	0.00	0.00	0.00	0.00	0.00	0.00
8500	*TOTALS*	0.00	-662,406.84	-662,406.84	0.00	0.00	662,406.84
Major Function - 8000's		0.00	-662,406.84	-662,406.84	0.00	0.00	662,406.84
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 07/01/2021 To 03/31/2022

fabrdcon

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	-775,032.73	-775,032.73	0.00	0.00	775,032.73

**MONTOURSVILLE AREA SCHOOL DISTRICT
BUDGETARY TRANSFER REQUEST FORM**
BUDGET YEAR 2021-2022

APPROVALS REQUIRED

Administrator Approval

Business Office Approval

Superintendent Approval

 Board Approval ☒

Board Awareness

if transferring across Function Codes

if transferring across Object Codes

FROM:
Acct Code
DESCRIPTION
TO:
Acct Code
DESCRIPTION

Ex

110061010240

Teacher's supplies-Salem

11006401024

Books for teachers-Salem

AMOUNT
EXPLANATION

1

1110-640-000-10-211

Books and Periodicals

1490-640-000-10-211

Books and Periodicals

\$250.00

Pay for additional supplies needed.

2

\$2,040.00

WOL Workbooks and consumables

3

4

4

5

Signature

Date 3/4/22

Description-enter budget transfer and minor object, e.g. Regular Programs-travel & mileage

Sub/Prior-For business Office Use Only

When completed, sign and date and mail to Superintendent's Office.

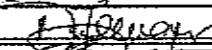

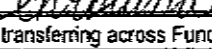
Please forward to Superintendent's Office as soon as possible. No need to hold for multiple transfers.

IF THIS BUDGETARY TRANSFER INVOLVES A PURCHASE ORDER, PLEASE INDICATE THE PO# HERE:

22000322

budgetary transfer 11.07.2016

MONTOURSVILLE AREA SCHOOL DISTRICT
BUDGETARY TRANSFER REQUEST FORM
BUDGET YEAR 2021-2022

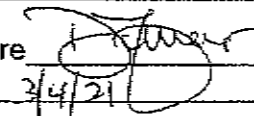
APPROVALS REQUIRED	
Administrator Approval	
Business Office Approval	
Superintendent Approval	
Board Approval	<input checked="" type="checkbox"/> If transferring across Function Codes
Board Awareness	<input type="checkbox"/> If transferring across Object Codes

FROM:		TO:			
Acct Code	DESCRIPTION	Acct Code	DESCRIPTION	AMOUNT	EXPLANATION
Ex 110061010240	Teacher's supplies-Salem	11006401024	Books for teachers-Salem	\$250.00	Pay for additional supplies needed.
1	1110-640-000-10-22 Books & Periodical	1110-752-000-10-221	Equip Original & Add	\$4,782.82	Chalkboard conversion project
2	1110-640-000-10-22 Books & Periodical	1490-640-000-10-221	Books & periodicals	\$2,040.00	WOL student workbooks and consumables
3					
4					
5					

LYTER

Signature

Date


 3/4/21

Description-enter budget transfer and minor object, e.g. Regular Programs-travel & mileage
 Sub/Prior-For business Office Use Only

When completed, sign and date and mail to Superintendent's Office.

Please forward to Superintendent's Office as soon as possible. No need to hold for multiple transfers.

IF THIS BUDGETARY TRANSFER INVOLVES A PURCHASE ORDER, PLEASE INDICATE THE PO# HERE: 22000677 and 22000322

##

**MONTOURSVILLE AREA SCHOOL DISTRICT
BUDGETARY TRANSFER REQUEST FORM
BUDGET YEAR 2021-2022**

APPROVALS REQUIRED	
Administrator Approval	<i>Curtis J. Myers</i>
Business Office Approval	<i>BS 2/21/2022</i>
Superintendent Approval	<i>CHASUNDY</i>
Board Approval <u>X</u>	if transferring across Function Codes
Board Awareness	if transferring across Object Codes

	FROM:		TO:					
	Acct Code	DESCRIPTION	Acct Code	DESCRIPTION	AMOUNT	EXPLANATION		
Ex	110061010240	Teacher's supplies-S	11006401024	Books for teachers-Salem	\$250.00	Pay for additional supplies needed.		
1	10-1110-640-000-20-511	Regular Programs - Books & Periodicals	10-1110-752-000-20-511	Regular Programs - Equipment - Original	\$2,500.00	Purchase of Spheros to be used by students in STEM, Core classes, and Computer Science classes.		
2	10-1110-640-000-20-511	Regular Programs - Books & Periodicals	10-1110-762-000-20-511	Regular Programs - Equipment - Replacement	\$750.00	Microwaves replaced in Family Consumer Science Classroom		
3	10-1110-640-000-20-511	Regular Programs - Books & Periodicals	10-2440-610-000-20-511	Nursing Services - Supplies	\$200.00	Additional nursing supplies needed		

Signature *Curtis J. Myers* *Curtis J. Myers*
Date 3/21/2022

Description-enter budget transfer and minor object, e.g. Regular Programs-travel & mileage
Sub/Prior-For business Office Use Only



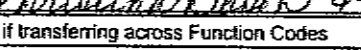
When completed, sign and date and mail to Superintendent's Office.

Please forward to Superintendent's Office as soon as possible. No need to hold for multiple transfers.

IF THIS BUDGETARY TRANSFER INVOLVES A PURCHASE ORDER, PLEASE INDICATE THE PO# HERE: _____

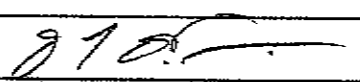
budgetary transfer 11.07.2016

**MONTOURSVILLE AREA SCHOOL DISTRICT
BUDGETARY TRANSFER REQUEST FORM
BUDGET YEAR 2021-2022**

APPROVALS REQUIRED	
Administrator Approval	
Business Office Approval	
Superintendent Approval	
Board Approval	<input checked="" type="checkbox"/> if transferring across Function Codes
Board Awareness	<input type="checkbox"/> if transferring across Object Codes

FROM:		TO:			
Acct Code		Acct Code			
Ex	110061010240	Teacher's supplies-Salem	11006401024	Books for teachers-Salem	\$250.00
DESCRIPTION	DESCRIPTION	AMOUNT	EXPLANATION		
1	10-1110-640-000-30-811	Books & Periodicals	10-1290-640-000-30-811	Learning Support - Books & Periodicals	\$1,332.44
					To cover an unbudgeted special education cost
2	10-1110-550-000-30-811	Printing & Binding	10-3210-390-000-30-811	School Library - Supplies	\$128.77
					To cover an increased cost from what was budgeted
3					
4					
5					

Description-enter budget transfer and minor object, e.g. Regular Programs-travel & mileage
Sub/Prior-For business Office Use Only

Signature 
Date 4/5/2022



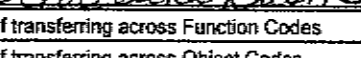
DANIEL D. TAORMINA

When completed, sign and date and mail to Superintendent's Office.

Please forward to Superintendent's Office as soon as possible. No need to hold for multiple transfers.

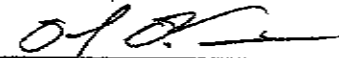
IF THIS BUDGETARY TRANSFER INVOLVES A PURCHASE ORDER, PLEASE INDICATE THE PO# 22000218

MONTOURSVILLE AREA SCHOOL DISTRICT
BUDGETARY TRANSFER REQUEST FORM
BUDGET YEAR 2021-2022

APPROVALS REQUIRED *	
Administrator Approval	
Business Office Approval	
Superintendent Approval 4-7-22	
Board Approval	if transferring across Function Codes
Board Awareness	X if transferring across Object Codes

FROM:		TO:			
Acct Code		Acct Code			
DESCRIPTION		DESCRIPTION			
Ex	110061010240	Teacher's supplies-Salem	11006401024	Books for teachers-Salem	\$250.00 Pay for additional supplies needed.
1	10-3210-513-000-30-811	Student Act - Contracted Carriers	10-3210-390-000-30-811	Student Activities - Oth Prch Prof & Tech Svcs	\$1,869.16 Tents for the Homecoming Dance due to masking regulations
2	10-3210-513-000-30-811	Student Act - Contracted Carriers	10-3210-610-000-30-811	School Library - Supplies	\$1,052.50 Academic Decahtlon made it to Nationals and that was not budgeted
3					
4					
5					

Description-enter budget transfer and minor object, e.g. Regular Programs-travel & mileage
 Sub/Prior-For business Office Use Only

Signature 
 Date 4/7/2022

DANIEL D. TAORMINA

When completed, sign and date and mail to Superintendent's Office.

Please forward to Superintendent's Office as soon as possible. No need to hold for multiple transfers.

IF THIS BUDGETARY TRANSFER INVOLVES A PURCHASE ORDER, PLEASE INDICATE THE PO# 1 2210489

**MONTOURSVILLE AREA SCHOOL DISTRICT
BUDGETARY TRANSFER REQUEST FORM
BUDGET YEAR 2021-2022**

APPROVALS REQUIRED	
Administrator Approval	<i>[Signature]</i>
Business Office Approval	<i>[Signature]</i>
Superintendent Approval	<i>[Signature]</i> 4-7-22
Board Approval	if transferring across Function Codes
Board Awareness	<input checked="" type="checkbox"/> if transferring across Object Codes

FROM:	TO:	DESCRIPTION	DESCRIPTION	AMOUNT	EXPLANATION	
Acct Code	Acct Code					
Ex 110061010240	11006401024	Teacher's supplies-Salem	Books for teachers-Salem	\$250.00	Pay for additional supplies needed.	
1	10-1110-752-000-30-811	Equip Original & Additional	10-1110-810-000-30-811	Dues & Fees	\$98.00	Reimbursement for Medical Careers not budgeted
2						
3						
4						
5						

Description-enter budget transfer and minor object, e.g. Regular Programs-travel & mileage
Sub/Prior-For business Office Use Only

Signature *[Signature]*
Date 4/5/2022

DANIEL D. TAORMINA

When completed, sign and date and mail to Superintendent's Office.

Please forward to Superintendent's Office as soon as possible. No need to hold for multiple transfers.

IF THIS BUDGETARY TRANSFER INVOLVES A PURCHASE ORDER, PLEASE INDICATE THE PO# I N/A

budgetary transfer 11.17.2016

MONTOURSVILLE AREA SCHOOL DISTRICT
BUDGETARY TRANSFER REQUEST FORM
BUDGET YEAR 2020-2021

APPROVALS REQUIRED	
Administrator Approval	
Business Office Approval	<i>[Signature]</i>
Superintendent Approval	<i>[Signature]</i>
Board Approval	if transferring across Function Codes
Board Awareness	if transferring across Object Codes

FROM:		TO:			
Acct Code	DESCRIPTION	Acct Code	DESCRIPTION	AMOUNT	EXPLANATION
Ex 110061010240	Teacher's supplies	11006401024	Books for teachers	\$250.00	Pay for additional supplies needed.
1	10-2240-766-000-20-510 Equipment Replacement	10-2240-432-000-20-510	Repairs	#3,299.00	Equipment funds transferred to cover Fiber repairs.
2					
3					
4					
5					

Description-enter budget transfer and minor object, e.g. Regular Programs-travel & mileage
 Sub/Prior-For business Office Use Only

When completed, sign and date and mail to Superintendent's Office.

Signature *Sam Pinn*
 Date 3/22/2022
Sebastian Peiphar

Please forward to Superintendent's Office as soon as possible. No need to hold for multiple transfers.

IF THIS BUDGETARY TRANSFER INVOLVES A PURCHASE ORDER, PLEASE INDICATE THE PO# HERE: _____

MONTOURSVILLE AREA SCHOOL DISTRICT
BUDGETARY TRANSFER REQUEST FORM
BUDGET YEAR 2020-2021

APPROVALS REQUIRED	
Administrator Approval	
Business Office Approval	
Superintendent Approval	<i>Christina Brown</i>
Board Approval	if transferring across Function Codes
Board Awareness	if transferring across Object Codes

FROM:		TO:			
<u>Acct Code</u>		<u>Acct Code</u>			
<u>DESCRIPTION</u>		<u>DESCRIPTION</u>			
Ex	110061010240	Teacher's supplies	11006401024	Books for teachers	\$250.00 Pay for additional supplies needed.
1	10-2240-650-000-20-510	Software	10-2240-529-000-20-510	Insurance	\$4,356.14 Funds not spent on Music Apps transferred to cover increased cost of Cyber Insurance.
2	10-2240-766-000-20-510	Replacement Equipment	10-2240-432-000-20-510	Repairs	\$3,180.00 Funds saved on NVR upgrades transferred to cover emergency fiber repairs.
3					
4					
5					

Description-enter budget transfer and minor object, e.g. Regular Programs-travel & mileage
 Sub/Prior-For business Office Use Only

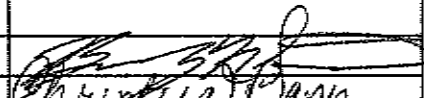
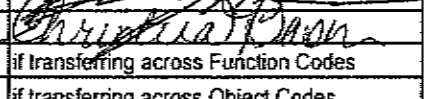
When completed, sign and date and mail to Superintendent's Office.

Signature *Sebastian Peiper*
 Date 3/22/2022
 Sebastian Peiper

Please forward to Superintendent's Office as soon as possible. No need to hold for multiple transfers.

IF THIS BUDGETARY TRANSFER INVOLVES A PURCHASE ORDER, PLEASE INDICATE THE PO# HERE: _____

**MONTOURSVILLE AREA SCHOOL DISTRICT
BUDGETARY TRANSFER REQUEST FORM
BUDGET YEAR 2021/2022**

APPROVALS REQUIRED	
Administrator Approval	
Business Office Approval	
Superintendent Approval	
Board Approval	if transferring across Function Codes
Board Awareness	<input checked="" type="checkbox"/> if transferring across Object Codes

FROM:		TO:		Board Awareness	<input checked="" type="checkbox"/>	if transferring across Object Codes
Acct Code	DESCRIPTION	Acct Code	DESCRIPTION	AMOUNT	EXPLANATION	
Ex 110061010240	Teacher's supplies	11006401024	Books for teachers	\$250.00	Pay for additional supplies needed.	
1	10-2620-390-10-210	other prof services	10-2620-390-10-220	other prof services	\$500.00	PAY FOR EXTRA TESTING NEEDED
2	10-2620-390-10-210	other prof services	10-2620-390-20-510	other prof services	\$800.00	PAY FOR EXTRA TESTING NEEDED
3	10-2620-390-10-210	other prof services	10-2620-390-30-810	other prof services	\$800.00	PAY FOR EXTRA TESTING NEEDED
4	10-2620-390-10-210	other prof services	10-2620-423-10-210	bottled gas	\$460.00	EXTRA PROPANE COST
5						

Description-enter budget transfer and minor object, e.g. Regular Programs-travel & mileage
Sub/Prior-For business Office Use Only

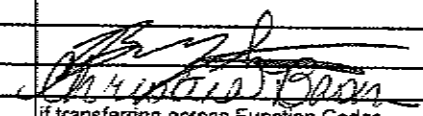
Signature 
Date 3/7/2022

When completed, sign and date and mail to Superintendent's Office.

Please forward to Superintendent's Office as soon as possible. No need to hold for multiple transfers.

IF THIS BUDGETARY TRANSFER INVOLVES A PURCHASE ORDER, PLEASE INDICATE THE PO# HERE: _____

MONTOURSVILLE AREA SCHOOL DISTRICT
BUDGETARY TRANSFER REQUEST FORM
BUDGET YEAR 2021/2022

APPROVALS REQUIRED	
Administrator Approval	
Business Office Approval	
Superintendent Approval	
Board Approval	if transferring across Function Codes
Board Awareness	if transferring across Object Codes

FROM:

Acct Code

DESCRIPTION

TO:

Acct Code

DESCRIPTION

AMOUNT

EXPLANATION

Ex	110061010240	Teacher's supplies	11006401024	Books for teachers	\$250.00	Pay for additional supplies needed.
1	10-2620-610-20-510	SUPPLIES	10-2620-431-10-210	REP/MAINT	\$3,000.00	GENERATOR REPAIR
2	10-2620-610-20-510	SUPPLIES	10-2620-431-10-220	REP/MAINT	\$3,000.00	HELPED BUY CLASSROOM WHITBOARDS
3	10-2620-610-20-510	SUPPLIES	10-2620-431-20-510	REP/MAINT	\$1,000.00	EXTRA COST FOR PARKING LOT SEALING
4	10-2620-610-20-510	SUPPLIES	10-2620-431-30-810	REP/MAINT	\$16,000.00	ROOF HVAC UNIT FAILURE/DOOR INSTALLATION
5	10-2620-610-20-510	SUPPLIES	10-2620-433-20-510	VEHICLES	\$120.00	TO BALANCE ACCOUNT

Description-enter budget transfer and minor object, e.g. Regular Programs-travel & mileage
 Sub/Prior-For business Office Use Only

Signature

Date

3/7/2022

When completed, sign and date and mail to Superintendent's Office.

Please forward to Superintendent's Office as soon as possible. No need to hold for multiple transfers.

IF THIS BUDGETARY TRANSFER INVOLVES A PURCHASE ORDER, PLEASE INDICATE THE PO# HERE: _____

MONTOURSVILLE AREA SCHOOL DISTRICT
BUDGETARY TRANSFER REQUEST FORM
BUDGET YEAR 2021/2022

APPROVALS REQUIRED	
Administrator Approval	<i>Christina Brown</i>
Business Office Approval	<i>[Signature]</i>
Superintendent Approval	
Board Approval	if transferring across Function Codes
Board Awareness	if transferring across Object Codes

FROM:

Acct Code

DESCRIPTION

TO:

Acct Code

DESCRIPTION

AMOUNT

EXPLANATION

Ex	110061010240	Teacher's supplies	11006401024	Books for teachers	\$250.00	Pay for additional supplies needed.
1	10-2620-610-10-220	SUPPLIES	10-2620-762-10-210	REP/MAINT	\$700.00	ADDED SHED COST
2	10-2620-610-20-220	SUPPLIES	10-2620-810-30-810	DUES AND FEES	\$900.00	ADDITIONAL INSPECTIONS OF TRAILORS ETC.
3	10-2620-610-20-220	SUPPLIES	10-2620-762-30-810	REP/MAINT	\$2,000.00	ADDED VAN COST
4						
5						

Description-enter budget transfer and minor object, e.g. Regular Programs-travel & mileage
 Sub/Prior-For business Office Use Only

Signature

Date

Joseph Gelfo
 3/7/2022

When completed, sign and date and mail to Superintendent's Office.

Please forward to Superintendent's Office as soon as possible. No need to hold for multiple transfers.

IF THIS BUDGETARY TRANSFER INVOLVES A PURCHASE ORDER, PLEASE INDICATE THE PO# HERE: _____

Fund Accounting Check Summary

LIQUID ASSET FUND - From 03/08/2022 To 03/08/2022

PB-1

facksmc

Check# 00062612 Through Check# 00062612

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00062612	MATTHEW YONKIN	MEAL MONEY.....		160.00

	10-GENERAL FUND	160.00
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	Grand Total Manual Checks :	0.00
--	-----------------------------	------

	Grand Total Regular Checks :	160.00
--	------------------------------	--------

	Grand Total Direct Deposits:	0.00
--	------------------------------	------

	Grand Total Credit Card Payments:	0.00
--	-----------------------------------	------

	Grand Total All Checks :	160.00
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* Denotes Non-Negotiable Transaction

- Payables within Check :

P - Prenote

d - Direct Deposit

c - Credit Card Payment

04/07/2022 08:43:22 AM

MONTICELLO AREA SCHOOL DIST

Page 1

Fund Accounting Check Summary

LIQUID ASSET FUND - From 03/01/2022 To 04/12/2022

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00062613	ELERY W NAU INC	SUPPLIES.....		8,448.44
00062614	PROMISED LAND Busing INC	CONTRACTED CARRIERS.....		21,752.81
00062615	A-1 PORTABLE TOILETS	SUPPLIES.....		125.00
00062616	JAMES A. CAMPBELL / CAMPBELL	CONTRACTED CARRIERS.....		5,556.85
	Busing			
00062617	MATTHEW CAREY	PROF-TECH SRVCS-OFFICIALS.....		130.00
00062618	RENTOKIL NORTH AMERICA, INC.	EXTERMINATION SERVICES.....		267.00
00062619	FRONTIER	COMMUNICATIONS.....		223.13
00062620	FRED HAMM INC	DISPOSAL SERVICES.....		2,693.25
00062621	INFOCON CORPORATION	PROF-TECH SRVCS.....		257.76
00062622	JOHNSON CONTROLS FIRE	REPAIRS & MAINT.....		840.00
	PROTECTION LP			
00062623	KEYSTONE COMMUNICATIONS	REPAIRS & ALIGN.....		460.00
00062624	LEVIN LEGAL GROUP, P.C.	PROF-TECH SRVCS.....		3,959.00
00062625	MONTOURSVILLE AREA EDUCATION	UNION DUES.....		9,654.98
00062626	MONTOURSVILLE AREA	UNION DUES.....		620.52
	EDUCATIONAL			
00062627	MARCO TECHNOLOGIES	SUPPLIES.....		180.75
00062628	MONTOURSVILLE BOROUGH WATER	WATER-SEWAGE.....		1,057.50
	WORKS			
00062629	ELERY W NAU INC	SUPPLIES.....		454.14
00062630	PMEA DISTRICT 9	DUES & FEES.....		436.00
00062631	PPL ELECTRIC UTILITIES	ELECTRICITY.....		55.68
00062632	SUSQUEHANNA PHYSICIAN	DRUG TESTING INVOICES.....		80.00
	SERVICES			
00062633	UGI ENERGY SERVICES, LLC	NATURAL GAS - HEAT.....		4,196.56
00062634	UGI ENERGY SERVICES, LLC	NATURAL GAS - HEAT.....		7,102.41
00062635	HARVEST FOR HOPE	FOOD PROGRAM.....	EQT DONATION.....	1,000.00
00062636	BRYCE BREWER	PROF-TECH SRVCS-OFFICIALS.....		40.00
00062637	MICHAEL P KUENS	PROF-TECH SRVCS-OFFICIALS.....		40.00
00062638	STUART C. ROCKWELL	PROF-TECH SRVCS-OFFICIALS.....		40.00
00062639	EDWARD SOUTER	PROF-TECH SRVCS-OFFICIALS.....		40.00
00062640	JAMES A. CAMPBELL / CAMPBELL	CONTRACTED CARRIERS.....		4,400.00
	Busing			
00062641	JEAN SERVICES	CONTRACTED CARRIERS.....		14,047.22
00062642	KOSER Busing	CONTRACTED CARRIERS.....		71,977.84
00062643	PROMISED LAND Busing INC	CONTRACTED CARRIERS.....		38,391.86
00062644	ALLSTATE BENEFITS	MEDICAL SECTION 125.....		236.16
00062645	COMMONWEALTH OF PA	UNCLAIMED PROPRTIES.....		137.00

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

C - Credit Card Payment

04/07/2022 08:48:41 AM

MONTOURSVILLE AREA SCHOOL DIST

Page 1

Fund Accounting Check Summary

LIQUID ASSET FUND - From 03/01/2022 To 04/12/2022

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00062646	CENTRAL SUSQUEHANNA REGION	LIFE INSURANCE.....		963.34
	SCHOOL EMPLOYEES			
00062647	FRONTIER	COMMUNICATIONS.....		504.03
00062648	MARCO TECHNOLOGIES	REPAIRS/MAINT. EQUIP.....		2,115.54
00062649	MUNCY FBLA	TRAVEL.....		650.56
00062650	PPL ELECTRIC UTILITIES	ELECTRICITY.....		64.53
00062651	RELIANCE STANDARD LIFE INS	DISABILITY INSURANCE.....		5,932.59
	CO			
00062652	VARSITY SPIRIT FASHIONS &	EQUIP - REPLACEMENTS.....		6,492.00
	SUPPLIES LLC			
00062653	VERIZON WIRELESS	COMMUNICATIONS.....		628.44
00062654	WASHINGTON NATIONAL	CANCER INSURANCE.....		304.50
	INSURANCE			
00062655	ACT-1 SPECIALTIES	SUPPLIES.....		35.00
00062656	AGORA CYBER CHARTER SCHOOL	TUITION CHARTER SCHOOL.....		4,678.67
00062657	AGPARTSWORLDWIDE INC	REPAIRS/MAINT. EQUIP.....		899.70
00062658	SHALEA AIKEY	TRAVEL.....		35.10
00062659	RONDA ALBERT	TRAVEL.....		42.71
00062660	ALLIED 100 LLC	EQUIP - REPLACEMENTS.....		174.00
00062661	MELISSA BALLIET	TRAVEL.....		79.71
00062662	BLAST INTERMEDIATE UNIT 17	PROFESSNL ED SRVC-IU.....		148,833.69
00062663	BOROUGH ADMINISTRATOR	LS TAX.....		2,526.00
00062664	KNOWBUDDY RESOURCES	BOOKS & PERIODICALS.....		48.90
00062665	BUCKS COUNTY I.U. #22	TRANSPORT FROMOTHER LEA.....		1,713.76
00062666	CABLE SERVICES CO INC	REPAIRS/MAINT. EQUIP.....		3,299.00
00062667	CAROLINA BIOLOGICAL SUPPLY	SUPPLIES.....		55.26
	CO			
00062668	FAWN CARR	TRAVEL.....		18.60
00062669	CDW GOVERNEMENT INC	TEH EQUIP ORIGINAL.....		4,327.80
00062670	CHESTER COUNTY I. U.	TUITION OTHER LEA/STATE.....		779.58
00062671	COLLEGE BOARD	TECHNICAL SERVICES.....		4,104.00
00062672	COMMONWEALTH CHARTER ACADEMY	TUITION CHARTER SCHOOL.....		54,285.15
00062673	PATRICIA CONFER	TRAVEL.....		115.01
00062674	WILLIAMSPORT COUNTRY CLUB	DUES & FEES.....		1,700.00
00062675	CXTEC		TECH EQUIP REPLACEMENT.....	56,874.72
00062676	DISCOVERY BENEFITS, INC.	DUES & FEES.....		355.50
00062677	EAST WEST LIBRARY BOOKS	SUPPLIES.....		51.98
00062678	EBSCO INFORMATION SERVICES	BOOKS & PERIODICALS.....		459.10
00062679	ENVIRONMENTAL SERVICE	OTH PRCH PROF&TECH SVCS.....		53.83

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

C - Credit Card Payment

04/07/2022 08:48:41 AM

MONTOURSVILLE AREA SCHOOL DIST

Page 2

Fund Accounting Check Summary

LIQUID ASSET FUND - From 03/01/2022 To 04/12/2022

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
	LABORATORIES, INC.			
00062680	FLYLEAF PUBLISHING	BOOKS & PERIODICALS.....		322.47
00062681	G I ELECTRIC CO	SUPPLIES.....		269.28
00062682	MITCHELL HART	TRAVEL.....		1,471.34
00062683	HUGHESVILLE HIGH SCHOOL	DUES & FEES.....		300.00
00062684	HURWITZ BATTERIES , LLC	TECH EQUIP REPLACEMENT.....		126.40
00062685	INSIGHT PA CYBER CHARTER SCHOOL	TUITION CHARTER SCHOOL.....		1,870.55
00062686	JUSTICE WORKS YOUTHCARE	TUITION OTHER LEA/STATE.....		1,280.00
00062687	LOYALSOCK VALLEY ELEMENTARY	FARM TO SCHOOL GRANT.....		1,125.04
00062688	LABELS BY PULIZZI	SUPPLIES.....		235.00
00062689	SHANE LAUDENSLAGER	TRAVEL.....		155.02
00062690	VANESSA LECHLER	TRAVEL.....		100.00
00062691	LEVIN LEGAL GROUP, P.C.	PROF-TECH SRVCS.....		4,826.00
00062692	LEWIS LUMBER PRODUCTS, INC.	SUPPLIES.....		1,495.85
00062693	LIBERTY MUTUAL INSURANCE	OTHER INSURANCE.....		5,000.00
00062694	LIBERTY ARENA	SUPPLIES.....		130.00
00062695	LINCOLN LEARNING SOLUTIONS	TUITION - OTHER.....		300.00
00062696	LOOKOUT BOOKS	BOOKS & PERIODICALS.....		60.31
00062697	VANESSA LORSON	TRAVEL.....		1,595.00
00062698	LOWE'S HOME CENTER INC	SUPPLIES.....	EQUIP - REPLACEMENTS.....	2,754.64
00062699	LYCOMING CAREER & TECHNOLOGY CENTER	TUIT AREA VO-TECH SCHS.....		20,082.60
00062700	PENNSYLVANIA ENGINEERING FOUNDATION	SUPPLIES.....		70.00
00062701	MCCLATCHY COMPANY LLC	ADVERTISING.....		491.80
00062702	MONTOURSVILLE CHEERLEADING BOOSTERS	CONTRACTED CARRIERS.....		1,909.34
00062703	MONTOURSVILLE ATHLETIC BOOSTER CLUB	EQUIP - REPLACEMENTS.....		1,995.00
00062704	ELERY W NAU INC	SUPPLIES.....		1,081.54
00062705	NEW STORY LLC	TUITION OTHER LEA/STATE.....		15,876.00
00062706	NORTH CENTRAL SIGHT SERVICES INC.	DISPOSAL SERVICES.....		44.00
00062707	THE PENNSYLVANIA CYBER CHARTER	TUITION CHARTER SCHOOL.....		15,904.27
00062708	PA MEDIA GROUP	ADVERTISING.....		263.28
00062709	PA VIRTUAL CHARTER SCHOOL	TUITION CHARTER SCHOOL.....		3,741.09
00062710	PENNSYLVANIA COLLEGE OF	DUES & FEES.....		180.00

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

C - Credit Card Payment

04/07/2022 08:48:41 AM

MONTOURSVILLE AREA SCHOOL DIST

Page 3

Fund Accounting Check Summary

LIQUID ASSET FUND - From 03/01/2022 To 04/12/2022

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
	TECHNOLOGY			
00062711	CODY PAVLICK	SUPPLIES.....		163.12
00062712	THE PENWORTHY COMPANY	BOOKS & PERIODICALS.....		89.55
00062713	PMEA DISTRICT VIII	DUES & FEES.....		195.00
00062714	POSITIVE PROMOTIONS, INC.	SUPPLIES.....		67.86
00062715	PPL ELECTRIC UTILITIES	ELECTRICITY.....		14,595.07
00062716	PPL ELECTRIC UTILITIES	ELECTRICITY.....		5,350.09
00062717	PRESS ENTERPRISE	ADVERTISING.....		346.66
00062718	RANDALL STANDRIDGE MUSIC LLC	SUPPLIES.....		150.00
00062719	REACH CYBER CHARTER SCHOOL	TUITION CHARTER SCHOOL.....		7,484.49
00062720	RIDDELL ALL AMERICAN	EQUIP ORIGINAL & ADD.....		252.00
00062721	AARON RUNKLE	TRAVEL.....		71.60
00062722	CONNOR RUTAN	TRAVEL.....		54.74
00062723	SCHOOL SPECIALTY LLC	SUPPLIES.....		19.49
00062724	SCHOOL DATEBOOKS, INC.	SUPPLIES.....		837.44
00062725	ROBERT M SIDES INC	SUPPLIES.....		651.95
00062726	JOY SNYDER	TRAVEL.....		279.00
00062727	SOLARA FLOORING GROUP	REPAIRS & MAINT.....		2,100.00
00062728	SUN GAZETTE CO	ADVERTISING.....		177.38
00062729	SUNOCO LP	OIL.....		18,774.82
00062730	SUSQUEHANNA PHYSICIAN	DRUG TESTING.....		40.00
	SERVICES			
00062731	SUSQUEHANNA FIRE EQUIPMENT	REPAIRS & MAINT.....		265.00
	COMPANY			
00062732	TYLER TECHNOLOGIES INC	TECHNOLOGY RELATED SUPP.....		36,865.50
00062733	UGI ENERGY SERVICES, LLC	NATURAL GAS - HEAT.....		1,312.15
00062734	UPMC	PROF-TECH SRVCS.....		2,894.18
00062735	C H WALTZ SONS INC	REPAIRS, VEHICLES.....		411.55
00062736	WEBB WEEKLY	ADVERTISING.....		9.25
00062737	WELD TEC SERVICE & SALES	EQUIP ORIGINAL & ADD.....		68.75
00062738	WILLIAMSPORT AREA HIGH	DUES & FEES.....		150.00
	SCHOOL			
00062739	WILLIAMSPORT LYCOMING	DUES & FEES.....		28.00
	CHAMBER			
00062740	WNUK MEDICAL	REPAIRS/MAINT. EQUIP.....		238.00
00062741	ADAM WRIGHT	TRAVEL.....		266.87
00062742	SHALLON BLACKBURN	COMMUNICATIONS.....	WOL INTERNET.....	150.00
00062743	AMBER SPRINGMAN	COMMUNICATIONS.....	WOL INTERNET.....	150.00
00062744	ERIC HUME	COMMUNICATIONS.....	WOL INTERNET.....	150.00

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

C - Credit Card Payment

04/07/2022 08:48:41 AM

MONTROUSVILLE AREA SCHOOL DIST

Page 4

Fund Accounting Check Summary

LIQUID ASSET FUND - From 03/01/2022 To 04/12/2022

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00062745	NICHOLE HAWKINS	COMMUNICATIONS.....	WOL INTERNET.....	150.00
00062746	JOSEPH M. ROUPP II	COMMUNICATIONS.....	WOL INTERNET.....	150.00
00062747	ANGEL FETZER	COMMUNICATIONS.....	WOL INTERNET.....	150.00
00062748	JULIE LEWIS	COMMUNICATIONS.....	WOL INTERNET.....	150.00
00062749	ERICA LOPEZ	COMMUNICATIONS.....	WOL INTERNET.....	150.00
00062750	LORETTA FREDIN	COMMUNICATIONS.....	WOL INTERNET.....	150.00
00062751	DEBORAH KING	COMMUNICATIONS.....	WOL INTERNET.....	150.00
*22000305	PAYROLL ACCOUNT	NET PAY.....		319,647.19
*22000306	PA STATE COLLECTION &	CHILD SUPPORT.....		364.07
*22000307	INTERNAL REVENUE SERVICE	FEDERAL INCOME TAXES.....		113,476.55
*22000308	PA DEPARTMENT OF REVENUE	STATE PAYROLL TAXES.....		14,675.09
*22000309	PUBLIC SCHOOL EMPLOYEES	EMPLOYEE RETIREMENT VOYA.....	EMPLOYER RETIREMENT VOYA.....	2,202.79
*22000310	TSA CONSULTING GROUP, INC.	EMPLOYEE 403B REMITTANCE.....		14,383.58
*22000311	DISCOVERY BENEFITS, INC.	EMPLOYEE HSA REMITTANCE.....		17,235.33
*22000312	DELTA DENTAL OF PA	DENTAL CLAIMS.....		2,131.50
*22000313	TSA CONSULTING GROUP, INC.	RETIREMENT SEVERANCE.....		21,200.00
*22000314	MORGAN WHITE GROUP	MEDICAL SECTION 125.....		580.70
*22000315	PSDLAF	JANUARY 2022 ANALYSIS FEE.....		584.00
*22000316	PAYROLL ACCOUNT	NET PAY.....		307,516.99
*22000317	PA STATE COLLECTION &	CHILD SUPPORT.....		364.07
*22000318	INTERNAL REVENUE SERVICE	FEDERAL INCOME TAXES.....		108,451.67
*22000319	PA DEPARTMENT OF REVENUE	STATE PAYROLL TAXES.....		14,122.59
*22000320	PUBLIC SCHOOL EMPLOYEES	EMPLOYEE RETIREMENT VOYA.....		2,149.36
*22000321	TSA CONSULTING GROUP, INC.	EMPLOYEE 403B REMITTANCE.....		14,366.81
*22000322	DISCOVERY BENEFITS, INC.	EMPLOYEE HSA REMITTANCE.....		17,235.33
*22000323	DELTA DENTAL OF PA	DENTAL CLAIMS & PREMIUMS.....		3,768.00
*22000324	PUBLIC SCHOOL EMPLOYEES	QUARTERLY EMPLOYER RETIREMENT.....		1,173,730.28
*22000325	MUNICIPAL & SCHOOL INCOME TAX OFFICE	MARCH 2022 REMITTANCE.....		15,716.38
*22000326	LYCOMING CTY. INS. CONSORTIUM	MEDICAL PREMIUMS.....		254,961.53
*22000327	PUBLIC SCHOOL EMPLOYEES	EMPLOYEE RETIREMENT.....		71,932.77
*22000328	WEX BANK	GASOLINE.....		452.03
*22000329	GE MONEY BANK/AMAZON	AIR HOSE.....	FOLDING TABLE.....	294.21
*22000330	1000BULBS.COM	LED BULBS.....	LIGHT BULBS FOR CAFETERIA.....	694.69
*22000331	ROBERT BROOKE & ASSOCIATES	SUPPLIES.....		28.27
*22000332	EBAY	SUPPLIES.....		363.98
*22000333	COMFORT INN	TRAVEL.....		1,274.28
*22000334	AFFORDABLE EXHIBIT DISPLAYS	CC PURCHASE.....	CC PURCHASE.....	508.00
*22000335	HERSHEY LODGE & CONVENTION	TRAVEL.....		220.89

* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

C - Credit Card Payment

04/07/2022 08:48:41 AM

MONTOURSVILLE AREA SCHOOL DIST

Page 5

Fund Accounting Check Summary

LIQUID ASSET FUND - From 03/01/2022 To 04/12/2022

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
	CEN			
*22000336	PAYPAL	CC PURCHASE.....	CC PURCHASE.....	399.00
*22000337	GE MONEY BANK/AMAZON	CHROMEBIT CS10 STICK.....		720.76
*22000338	RITE AID PHARMACY	NARCAN.....		488.50
*22000339	SAM'S CLUB/SYNCHRONY BANK	SUPPLIES.....		36.83
*22000340	GAMESTOP	ROCKET LEAGUE.....	CC PURCHASE.....	39.99
*22000341	APPLE INC.	IPAD APP LICENSES.....		89.70
*22000342	ASSOCIATION OF SCHOOL BUSINESS	ASBO WORKSHOP.....		249.00
*22000343	GE MONEY BANK/AMAZON	GAMES.....	COMPUTER MOUSE.....	2,891.79
*22000344	SUSQUEHANNA UNIVERSITY	JOB FAIR.....		85.00
*22000345	CAPITAL RESERVE FUND	2014 BOND REPAYMENT.....		1,185,833.75
*22000346	INTERNAL REVENUE SERVICE	FEDERAL INCOME TAXES.....		304.38
*22000347	PAYROLL ACCOUNT	NET PAY.....		314,756.04
*22000348	PA STATE COLLECTION &	CHILD SUPPORT.....		364.07
*22000349	INTERNAL REVENUE SERVICE	FEDERAL INCOME TAXES.....		110,537.57
*22000350	PA DEPARTMENT OF REVENUE	STATE PAYROLL TAXES.....		14,411.09
*22000351	PUBLIC SCHOOL EMPLOYEES	EMPLOYEE RETIREMENT VOYA.....		2,105.79
*22000352	TSA CONSULTING GROUP, INC.	EMPLOYEE 403B REMITTANCE.....		14,349.64
*22000353	DISCOVERY BENEFITS, INC.	EMPLOYEE HSA REMITTANCE.....	EMPLOYER HSA REMITTANCE.....	19,985.33
*22000354	PSDLAF	FEBRUARY 2022 BANKING FEE.....		544.96

10-GENERAL FUND 4,845,695.61

Grand Total Manual Checks : 4,162,826.12
Grand Total Regular Checks : 682,869.49
Grand Total Direct Deposits: 0.00
Grand Total Credit Card Payments: 0.00
Grand Total All Checks : 4,845,695.61

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

04/07/2022 08:48:41 AM

MONTICELLO AREA SCHOOL DIST

Page 6

Fund Accounting Check Summary

MASD CAFETERIA - From 03/01/2022 To 04/12/2022

facksmc

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00003263	K & D FACTORY SERVICE INC	REPAIRS/MAINT. EQUIP.....		270.90
00003264	GINA UVARI	CAFE REFUND.....		15.50
00003265	BRENDA FRAZIER	CAFE REFUND.....	2222.....	14.45
00003266	DARREN TULL	CAFE REFUND.....	101948.....	8.15
00003267	COMMONWEALTH OF PA	UNCLAIMED PROPERTIES.....		66.16
00003268	NUTRITION, INC.	FOOD SERVICE MANAGEMENT.....		64,682.32
00003269	GENERAL FUND	CAFE WAGES & BENEFITS.....		17,669.70
00003270	JUSTICE WORKS YOUTHCARE	FOOD.....		56.00
00003271	NUTRITION, INC.	FOOD SERVICE MANAGEMENT.....		27,415.44

50-CAFETERIA	110,198.62
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Grand Total Manual Checks :	0.00
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Grand Total Regular Checks :	110,198.62
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Grand Total Direct Deposits:	0.00
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Grand Total Credit Card Payments:	0.00
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Grand Total All Checks :	110,198.62
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* Denotes Non-Negotiable Transaction

- Payables within Check

P - Prenote

d - Direct Deposit

C - Credit Card Payment

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MONTOURSVILLE AREA SCHOOL DIST

Page 1

**Montoursville Area School District
School Board Agenda
April 12, 2022
7:00 PM
Montoursville Area High School**

General:

- G-1 Approval of an agreement between Montoursville Area School District and Bloomsburg University. (Attachment)
- G-2 Approval of an agreement between Montoursville Area School District and BLaST IU17 for Notice of Adoption of Approved LEA Policies, Procedures, and Use of Funds. (Attachment)
- G-3 Approval to send approximately 45 Montoursville Area School District students to the Extended School Year Program, operating by BLaST IU 17. The program will run for five weeks, Monday through Thursday, 8:30 AM to 11:10 AM, June 20, 2022 to July 21, 2022. The approximate cost for the program is: \$91,636. (Attachment)
- G-4 Approval of an agreement between Montoursville Area School District and Lycoming Career and Technology Center, 2022-2023 Budget. (Attachment)
- G-5 Approval of the election of Joseph LeCrone as temporary school board president for the purpose of signing his daughter's high school diploma.
- G-6 Approval of the election of Todd Badger as temporary school board president for the purpose of signing his daughter's high school diploma.
- G-7 Approval of an MOU agreement between Montoursville Area School District and Montoursville Area Education Association. (Attachment)
- G-8 Approval of between Montoursville Area School District and Montoursville Area Administrative Act 93 agreement. (Attachment)
- G-9 Approval to establish Montoursville Area High School Bible Study Group and Activity Account with Bylaws.
- G-10 Approval to establish Montoursville Area High School Musical Theater Club and Activity Account with Bylaws.
- G-11 Approval to transfer of entity of two Learning Support classrooms from BLaST IU #17 to Montoursville Area School District. (Attachment)
- G-12 Approval of the date change for the Montoursville Area high School trip to Costa Rica and Panama, June 16 – 24, 2022. The trip has been previously approved.
- G-13 Approval to renew the contract between Montoursville Area School District and The Nutrition Group, July 1, 2022 to June 30, 2023. (Attachment)

- G-14 Approval of an agreement between Montoursville Area School District and Central Susquehanna IU #16 for Student Information Software for the 2021-2022 school year. Based on enrollment estimated at \$32,519.60. (Attachment)

Personnel:

- P-1 Approval of the following addition to the Extracurricular Activity position for the 2021-2022 school year:

Employee	Position	Stipend	Replacement for:
Nicole Hoinowski	Art Department Chairperson	\$234.00	Debra Taylor

- P-2 Approval of the following additions/changes to the coaching staff for the 2021-2022 school year:

Coach	Sport	Position	Stipend	Replacement for:
Jessica Reich	Cheerleading	Volunteer	NA	NA
Alivia Boroch	Cheerleading	Jr High Coach	\$2,300	Jessica Reich

- P-3 Approval of the following addition to the Business Office staff:

Employee	Position	Rate of Pay	Effective	Replacement for:
Kristy Seese	Business Office Specialist	\$35,000 pro rata	April 13, 2022	Darren Tull

- P-4 Approval of the following retirement from a member of the Support Staff:

Employee	Position	Years of Service	Effective
Martha Diaz	Paraprofessional	24 Years	June 9, 2022

- P-5 Approval of the following addition to the Substitute Teacher list, effective May 1, 2022:

Substitute Teacher	Certification
Samantha Caseman	Emergency Certification K-12

- P-6 Approval of the following leave of absence from a member of the Professional Staff:

Employee	Leave Dates:
101342	May 31, 2022 to September 30, 2022

- P-7 Approval of the following addition to the Support Staff:

Employee	Position	Rate of Pay	Effective	Replacement for:
Candi Leisenring	Paraprofessional	\$12.50/hour 5.5 hours per day	April 19, 2022	Kim Rockwell

Transportation:

- T-1 Approval of Promiseland Bussing rates in the amount of \$2,936.20 and \$3,048.41 for March 2022. (Attachment)

Building and Grounds:

BG -1 Approval of the following change order: (Attachment)

<u>Company</u>	<u>Change Order #</u>	<u>Reason</u>	<u>Amount:</u>
Weatherproofing Technologies, Inc	1	Contract Deduct to change the Coverboard to ¼" Tremboard AC due to nationwide material availability issues with Densdeck coverboard	-\$3,277.27
Weatherproofing Technologies, Inc	2	Contract Deduct to remove the gutter and downspout replacement from the line item proposal and the scope of work	-\$5,132.69

Budget and Finance:

BF-1 Approval to transfer \$1,020,000 from the General Fund to the Capital Reserve Account.

ATTACHMENTS



COLLEGE OF EDUCATION
DEAN'S OFFICE

March 10, 2022

Mrs. Christina Bason
Superintendent
Montoursville Area School District
50 North Arch Street
Montoursville, PA 17754

RE: Template for Montoursville Area School District Affiliation Agreement

Dear Mrs. Bason:

At Bloomsburg University of Pennsylvania, our core mission is to prepare ethical, educational professionals who are empowered to assess the development and facilitate the growth of all learners to succeed and lead in our diverse and technologically complex world.

This mission can only be achieved through the strong partnerships that we create with our partner school districts. As such, we would like to affiliate with Montoursville Area School District as a center for our teacher education programs which include field experiences and student teaching.

The affiliation agreement consolidates into a single agreement all education degree programs (i.e., listed on page 2) and types of placements, including field or internship experiences (viewed as practicum in the template). Of course, before our students are placed, they will have completed their medical test (TB), as well as Act 34, Act 151, and Act 114 FBI clearances.

Enclosed is an electronic copy of our affiliation agreement template for signature and return. After all signatures are affixed, an electronic copy will be returned to you and the agreement will be viewed as implemented.

We share the following with you for purposes of clarification, since others have raised questions about these items and, to prevent delays, we prefer to clarify up front.

Date. The blank with the date in the first paragraph, i.e., "This agreement made this ____ day of ____," will be completed when the last person at Bloomsburg University signs.

Signatures. It is important that any individual who signs on behalf of your institution has contracting authority to legally execute the enclosed agreement.

Thank you, most sincerely, for your willingness to affiliate with us. Should you have any questions regarding anything contained in this letter, or within the enclosed agreement, do not hesitate to contact me.

Sincerely,

Dr. Amy M. Eitzen, Interim Dean
College of Education
Office: 570.389.4722
Enclosure: 1 electronic agreement

McCormick Center for Human Services | Bloomsburg University | 400 E. Second St. | Bloomsburg, PA 17815-1301

Phone: 570-389-4005 | Fax: 570-389-5049





COLLEGE OF EDUCATION
DEAN'S OFFICE

School District

A G R E E M E N T

THIS AGREEMENT, is made this _____ day of _____, _____, by and between BLOOMSBURG UNIVERSITY OF PENNSYLVANIA (hereinafter referred to as "University"), an educational institution of the State System of Higher Education, Commonwealth of Pennsylvania and the school district Montoursville Area School District at District Office, 50 North Arch Street, Montoursville, PA 17754 (hereinafter "School District"). The parties intend to be legally bound to the following terms:

I. DUTIES AND RESPONSIBILITIES OF THE UNIVERSITY:

- a. *Selection of Students.* The University will be responsible for the selection of qualified students to participate in the field study, internship, practicum or student teaching experience. The selected students must have the appropriate educational background and skills consistent with the contemplated educational experience offered by the School District.
- b. *Education of Students.* The University shall assume full responsibility for the classroom education of its students. The University shall be responsible for the administration of the program, the curriculum content, the requirements of matriculation, grading and graduation.
- c. *Submission of Candidates.* The University will submit the names of the students to the School District or a designated representative at least two weeks prior to the field study, internship, practicum or student teaching experience.
- d. *Advising Students of Rights and Responsibilities.* The University will be responsible for advising the student of his or her own responsibilities under this Agreement. The student will be advised of his or her obligations to abide by the policies and procedures of the School District and should any student fail to abide by any policy and/or procedure, he or she may be expelled from the program.
- e. *Professional Liability Insurance.* Students are responsible for procuring professional liability insurance at their own expense. The limits of the policy will be a minimum of \$1,000,000.00 per claim and \$3,000,000.00 aggregate. This policy must remain in full force and effect for the duration of the field study, internship, practicum or student teaching experience.

The School District understands that as an Agency of the Commonwealth, the University is prohibited from purchasing insurance. As a public university and state instrumentality, there is no statutory authority to purchase insurance and it does not possess insurance documentation. Instead, it participates in the Commonwealth's Tort Claims Self-Insurance program administered by the Bureau of Risk and Insurance Management of the Pennsylvania Department of General Services. This program covers Commonwealth/University-owned property, employees and officials acting within the scope of their employment, and claims arising out of the University's performance under this Agreement, subject to the provisions of the Tort Claims Act, 42 Pa.C.S.A. §§ 8521, et seq.

- f. *Health and Security Status.* The University will require its students who are participating in the field study, internship, practicum or student teaching experience to comply with health status and security clearance requirements of the School District and/or state regulatory agencies, including but not limited to completion of TB tests, current Act 34 Pennsylvania state criminal history report, current Act 151 child abuse report, and Act 114 FBI federal criminal history background check. Proof of compliance must be presented to the University, with appropriate authorization to release information to the School District, prior to participating in the experience.

II. DUTIES AND RESPONSIBILITIES OF SCHOOL DISTRICT:

- a. *Establishment of Field Study, Internship, Practicum or Student Teaching.* The School District authorizes the use of its facilities as may be agreed upon by the School District and the University as a field study, internship, practicum or student teaching center. This field study, internship, practicum or student teaching experience is for students enrolled in the University's BSEd/MEd in Business Education; BSEd/MEd in Early Childhood Education (PK-4); BA in Music*Music Education Certification K-12; BSEd Deaf Education N-12/Early Childhood PK-4 (dual certification); BSEd/MEd Special Education PK-8/Early Childhood Education PK-4 (dual certification); BSEd/MEd Special Education PK-12/Early Childhood Education PK-4 (dual certification); BSEd in Middle Level (4-8) Mathematics; BSEd in Middle Level (4-8) Social Studies; BSEd in Middle Level (4-8) Language Arts; BSEd in Middle Level (4-8) Science; BSEd in Secondary Education (7-12) Biology; BSEd in Secondary Education (7-12) Citizenship; BSEd in Secondary Education (7-12) Chemistry; BSEd in Secondary Education (7-12) Earth/Space Science; BSEd in Secondary Education (7-12) Mathematics; BSEd in Secondary Education (7-12) Physics; BSEd in Secondary Education (7-12) English; MEd Reading/Certification; MEd in Curriculum and Instruction Secondary Education Mathematics; MEd in Curriculum and Instruction Secondary Education Social Studies; MEd in Curriculum and Instruction Secondary Education Language Arts; MEd in Curriculum and Instruction Secondary Education Science; MS in Speech-Language Pathology; MS in Special Education/Special Education Supervisory Certification; MEd in Special Education (PK-8) Certification; MEd in Special Education (7-12) Certification; MEd in Special Education (PK-12); MEd in Special Education Dual SPECED (PK-12)/ECE (PK-4); MEd in MEd in College Student Affairs; MEd in Principal

Certification (PK-12) program; MEd in Supervisory Curriculum and Instruction (PK-12) Certification; MEd in School Counseling (PK-12) Certification; and Teacher Intern Certification Programs. This field study, internship, practicum or student teaching experience is required and authorized by law.

- b. *Policies of School District.* The University will review with each student, prior to the assignment any and all applicable policies, codes, or confidentiality issues related to the experience. The School District will provide the University all the applicable information at least two weeks in advance of the student's participation.
- c. *Administration.* The School District will have sole authority and control over all aspects of student services. The School District will be responsible for and retain control over the organization, and operation of its programs.
- d. *Removal of Noncompliant Student.* The School District shall have the authority to immediately remove a student who fails to comply with School District policies and procedures. If such a removal occurs, the School District will immediately contact the responsible University Faculty Supervisor.
- e. *Designation of Representative.* The School District will designate a person to serve as a liaison between the parties who will meet periodically with representatives of the University in order to discuss, plan and evaluate the experience of the student(s).
- f. *Supervision of Students.* The School District will provide an employee of the School District to act as a supervisor of student activities during the field study, internship, practicum or student teaching experience.
- g. *Reporting of Student Progress.* The School District will provide all reasonable information requested by the University on a student's work performance. If there are any student evaluations, they will be completed and returned according to any reasonable schedule agreed to by the University and the School District.
- h. *Student Records.* The School District will protect the confidentiality of student records as dictated by the Family Educational Rights and Privacy Act (FERPA) and shall release no information absent the written consent of the student unless required to do so by law or as dictated by the terms of this Agreement.

III. MUTUAL TERMS AND CONDITIONS:

- a. *Number of Participating Students.* The parties will mutually agree upon the number of University students assigned to the School District for the field study, internship, practicum or student teaching experience.
- b. *Term of Agreement.* The term of this Agreement shall be five years from the date of execution. This Agreement may not exceed a period of five years.
- c. *Termination of Agreement.* The University or the School District may terminate this Agreement for any reason with ninety (90) days notice. Either party may terminate this Agreement in the event of a substantial breach. However, should the

School District terminate this Agreement prior to the completion of an academic semester, all students enrolled at that time may continue their educational experience until it would have been concluded absent the termination.

- d. *Nondiscrimination.* The parties agree to continue their respective policies of nondiscrimination based on Title VI of the Civil Rights Act of 1964 in regard to sex, age, race, color, creed, national origin, Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions of the Americans with Disabilities Act. BU students are protected by the Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions of Section 504 of the Rehabilitation Act of 1973 (as amended) and the Americans with Disabilities Act (ADA) of 1990. Montoursville Area School District agrees to cooperate with BU in its investigation of claims of discrimination or harassment. Reporting of Sexual Violence and Sexual Harassment and Identification of Resources: Montoursville Area School District shall report any incident in which a student is the victim of sexual assault, dating violence, domestic violence, stalking or sexual harassment to Bloomsburg University's Title IX Coordinator in the Office of Equity and Accommodations at (570-389-4529). The site shall identify resources, such as medical care and counselling that are available to any student who has been the victim of sexual assault, dating violence, domestic violence or stalking.
- e. *Interpretation of the Agreement.* The laws of the Commonwealth of Pennsylvania shall govern this Agreement.
- f. *Modification of Agreement.* This Agreement shall only be modified in writing with the same formality as the original Agreement.
- g. *Relationship of Parties.* The relationship between the parties to this Agreement to each other is that of independent contractors. The relationship of the parties to this Agreement to each other shall not be construed to constitute a partnership, joint venture or any other relationship, other than that of independent contractors.
- h. *Liability.* Neither of the parties shall assume any liabilities to each other. As to liability to each other or death to persons, or damages to property, the parties do not waive any defense as a result of entering into this contract. This provision shall not be construed to limit the Commonwealth's rights, claims or defenses which arise as a matter of law pursuant to any provisions of this contract. This provision shall not be construed to limit the sovereign immunity of the Commonwealth or of the Pennsylvania State System of Higher Education or the University.
- i. *Entire Agreement.* This Agreement represents the entire understanding between the parties. No other prior or contemporaneous oral or written understandings or promises exist in regards to this relationship.
- j. *Assignment.* In addition to any assignability rights otherwise granted to the University by law or within this Agreement, the University shall specifically have the right to assign this Agreement to any entity within Pennsylvania's State System of Higher Education, whether now in existence or later formed. Should assignment

occur, or should the University's name or legal entity change, assignment shall be complete upon notice to the School District of the change or assignment, without need for subsequent agreement or novation. Nothing in this paragraph shall be interpreted in a manner that limits the University's right to otherwise assign this Agreement. Nothing in this paragraph shall be read to have any effect on School District's right to assign this Agreement.

IN WITNESS WHEREOF, the authorized representatives of the parties have executed this Agreement as of the date previously indicated.

Bloomsburg University of Pennsylvania

Montoursville Area School District

Authorized Signature

Date

Mary L. Vezendy

Coordinator of Operations

Agency Open Records/Right to Know Officer

Authorized Signature

Date

Print Name

Title

Mrs. Christina Bason

Superintendent

cbason@montoursville.k12.pa.us

Mrs. Diana McElwee

Secretary

dmcelwee@montoursville.k12.pa.us

Montoursville Area School District

District Office

50 North Arch Street

Montoursville, PA 17754

Phone: 570.368.2491, Ext. 6100

Fax: 570.368.3501

Website: <https://www.montoursville.k12.pa.us/>



2400 Beach Road • P.O. Box 3609
 Williamsport, PA 17701
 570-323-8551 • 570-323-1738 Fax

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

www.iu17.org

To: Superintendent

From: Dr. Amy Martell

Date: March 10, 2022

RE: Notice of Adoption Of Approved LEA Policies, Procedures, and Use of Funds

SUPERINTENDENT,

Friendly Reminder - Please return to Dr. Amy Martell the Notice of Adoption of Approved LEA Policies, Procedures and Use of Funds attached.

The **"NOTICE OF ADOPTION OF APPROVED LEA POLICIES, PROCEDURES AND USE OF FUNDS"** documents have been attached. The forms, with a revision date of February 2022, are the most current forms. These forms:

1. must be distributed to all School Districts.
2. must be signed by the superintendent.
3. must be retained (original) by the LEA for audit purposes, while a copy is sent to the I.U.

BLaST needs to submit to the eGrants system a scanned or paper copy of the Notice of Adoption of Approved LEA Policies, Procedures, and Use of Funds.

- a) PLEASE RETURN A SCANNED COPY TO DR. AMY MARTELL: amartell@iu17.org
- b) If you would like to send a paper copy:

BLaST IU17
 Dr. Amy Martell
 33 Springbrook Dr.
 Canton, PA 17724

**(ATTACHMENT A)
NOTICE OF ADOPTION OF APPROVED LEA
POLICIES, PROCEDURES AND USE OF FUNDS
BY SCHOOL DISTRICT**

The MONTOURSVILLE AREA School District hereby gives notice of its adoption of the BLaST Intermediate Unit's policies and procedures under the federal requirements of 34 CFR PART 300¹. A copy of the policies and procedures are maintained for review in the administrative offices. The IU-adopted policies and procedures are implemented to fulfill the requirements of 22 PA Code Chapter 14 and the regulatory requirements under the Individuals with Disabilities Education Act – Part B. The Subgrantee has in effect policies and procedures whereby the SEA may, through corrective action for failure to comply with Part B of the act, exercise its general supervisory authority to withhold all direct or indirect subsidies for special education and related services provided by the SEA to public agencies with the responsibility to offer a free appropriate public education to eligible children. (20 U.S.C. Section 1412 (11), 34 C.F.R. Section 300.151, and 34 C.F.R. Section 300.608).

--

Signature of Superintendent of the School District *

Date

*By entering your name electronically, you acknowledge your receipt of this document. Your electronic signature will serve as the equivalent of your manual signature. Please click the box to lock this form. ☐

¹Federal requirements including, but not limited to:

- §300.101-§300.123 FAPE Requirements, LRE, Additional Eligibility Requirements
- §300.145-§300.148 Children with Disabilities in Private Schools Placed or Referred by Public Agencies
- §300.154 Parental Consent to Access Public Benefits or Insurance
- §300.200-§300.226 Local Educational Agency Eligibility
- §300.229 Disciplinary information
- §300.300-§300.536 Evaluations, Eligibility Determinations, IEP and Educational Placements, Procedural Safeguards, and Discipline Procedures
- §300.610-§300.624 Confidentiality of Information

Revised February 2022

**MONTOURSVILLE AREA SCHOOL DISTRICT
50 NORTH ARCH STREET
MONTOURSVILLE, PA 17754**

G-3

TO: Christina Bason, Superintendent
TO: Brandy Smith, Business Manager
FROM: Timothy Hanner, Supervisor of Special Education

RE: ESY - Location Donald E. Schick Elementary - Loyalsock Township	31 Students
ESY - Academy	2 Students
ESY - 4 group sessions 2 students in each	8 Students
ESY - Hearing Support Teacher IU Teacher (new)	1 Student
ESY - Interpreter (new)	1 Student
ESY - Job Coaching	2 Students
ESY - Transportation	33 Students
ESY - New Story (new)	1 Student

Total 45 Students

DATE: April 1, 2022

SUMMARY OF PROJECTED ESY COST - 2021 - 2022

	Dates: June 20th - July 21st		2021 - 2022
	Days: Monday - Thursday		
	Times: 8:30 - 11:30 (Fridays Off) July 4th Off		
1	BLaST Program Schick - (31 students)	\$1,350 per child	\$41,850
2	Grade School Student Tutoring 1 student - Hearing Teacher - IU Teacher	\$1,350 per child	\$1,350
3	1 student - Interpreter June 20th - June 30th 20 hrs x \$25 hr = \$500 July 1st - July 21st 36 hrs x \$31 hr = \$1,116		\$1,616
4	8 students - Speech June 20th - June 30th 40 hrs x \$25 hr = \$1,000 July 1st - July 21st 60 hrs x \$31 hr = \$1,860		\$2,860
5	Academy - (2 students)	\$1,350 per child	\$2,700
6	Transportation (Mary Rakestraw) Invoice Attached		\$31,000
Schick	31 Schick Elementary		
Academy	2 Students		
New Story	1 Student		
7	Job Coach (2 students)	\$1,350 per child	\$2,700
8	New Story 20 Day ESY Program	\$378 per day	\$7,560
		Total	\$91,636

Lycoming Career and Technology Center

Budget Transmittal

To: Mr. Nathan Minium, Executive Director
Mr. Gerald McLaughlin, Superintendent of Record

From: Heather Burke, Business Services

Date: March 4, 2022

Subject: 2022-2023 Budget Transmittal

This memo is written to support the attached 2022-2023 Budget Documents for the Lycoming Career and Technology Center.

With the presentation of this budget, each of our participating districts is presented with many significant budget challenges. These challenges may ultimately result in further LycoCTC budget adjustments, particularly, as the state budget for 2022-2023 is discussed in Harrisburg and the state.

With this background, the 2022-2023 Lycoming Career and Technology Center budget is based on the following factors:

- Student count for budget purposes has been established at 290 based on current enrollment patterns, class sizes, student visitations, and feedback from you. The 2021-22 final budget was based on 265 students, however, current enrollment has increased to 291 as of February 2022.
- Professional salaries are based on the 2022-2023 salary schedule that is part of the current professional contract.
- Support and administrative salaries are budgeted at current levels plus 3% pending JOC discussion with the Executive Director and Superintendent of Record.
- Health insurance costs as approved by the Lycoming County Insurance Consortium are reflected in the budget-there will be a 2.5% increase for 2022-2023. Employee contributions are budgeted at 16.5% for all eligible staff on the PPO plan.
- The Pennsylvania School Employees Retirement System rate is budgeted at 35.26%.
- The Transportation Area is budgeted at four sessions and a flex period with two instructors and a technical aide.
- The Hospitality Area is budgeted at three sessions and a support aide.
- The Building Construction Area is budgeted at 3 sessions along with a technical aide.
- The Criminal Justice Area is budgeted at 2 sessions and a flex period.
- Capital Project Reserve allocation of \$30,000 (\$6,000/district) is included in the transfers' section of the budget.

If you should have any questions, please feel free to contact me.

Thank you.

**Lycoming Career and Technology Center
General Fund Budget
2022-2023**

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**Lycoming Career and Technology Center
Budget Recommendation Summary
2022-2023**

March 4, 2022

- o Overall Budget Tuition Change: \$5,402 to \$5,725
- o Overall Budget Tuition Change: +\$323 or 5.98%
- o Overall Budget Change: +\$47,422
- **Major Budget Factors:**
 - PSERS Rate increase from 34.94% to 35.26%;
 - Health Insurance increase of 2.5%
 - Student tuition is based upon 290 students
 - Current 2021-22 enrollment total of 291 by district:
 - Benton 11
 - East Lycoming 91
 - Loyalsock 38
 - Montoursville 36
 - Muncy 53
 - Warrior Run 62
- **Wages**
 - o Faculty - Instructors
 - Based on 2022-23 approved salary schedule of agreement.
 - o Administrative and Support
 - Budgeted at current levels plus 3%
 - o Perkins-funded aide positions (3) continue to be included in budget
- **Benefits**
 - o Health insurance premiums:
 - Overall 2.5% Increase
 - Employee contribution:
 - PPO C 16.5%
 - QCHDP: 6%
 - o PA School Employees Retirement System:
 - 34.94% to 35.26%

- **Professional Services**
 - Business Services Agreement with the East Lycoming SD for business office services is included
 - Technology Services Agreement with the East Lycoming SD for technology support services is included
- **Purchased Property Services**
 - Rental of Facilities
 - Building Construction - 3 sessions
 - 2.0% increase to \$4.32 square foot
 - 3.0% increase for LycoCTC Building with East Lycoming SD
- **Other Purchased Services, Supplies, Equipment, and Dues/Fees**
 - Textbook Reserve of \$10,000
 - Budgetary Reserve of \$10,000
- **Transfer to Capital Project Reserve**
 - Yearly districts' contribution of \$30,000 is included as a budgeted line item
- **Cost per Student**
 - 2021-2022 September Final: 294 students @ \$5,402
 - 2022-2023 Proposed Budget:
 - 290 member students @ \$5,725

Lycoming Career & Technology Center
2022-2023 School Year
Cost Per Student

	Cost Per Student Budget Estimate 265 Students	Cost Per Student Budget Estimate 275 Students	Cost Per Student Budget Estimate 290 Students
Budget Revenue	2,417,254.00 756,926.00	2,417,254.00 756,926.00	2,417,254.00 756,926.00
Total	1,660,328.00	1,660,328.00	1,660,328.00
Students	265	275	290
Total	6,265.39	6,037.56	5,725.27

2021-22 School Year - Final Billing 306 Students at \$5,402.78

2020-21 School Year - Final Billing 300 Students at \$5,429.49

2019-20 School Year - Final Billing 300 Students at \$5,071.59

2018-19 School Year - Final Billing 298 Students at \$5,008.68

2017-18 School Year - Final Billing 309 Students at \$4,751.88

2016-17 School Year - Final Billing 311 Students at \$4,686.55

Revenue Code & Description	Budget 2022-23
6510 Interest	\$2,000.00
6920 Donations	\$0.00
6946 Receipts from Mem Dist - Capital Proj.	\$30,000.00
6946 Receipts from Mem Dist - Capital Lease	\$176,517.00
6946 Receipts from Member Dist - Flex	\$11,200.00
6946 Receipts from Non-Member Districts	\$0.00
6990 Miscellaneous	\$0.00
6991 Refund of Prior Yr Exp	\$0.00
7220 Vocational Subsidy	\$245,000.00
7220 Equipment Grants - Current	\$0.00
7220 Equipment Grants - Prior	\$0.00
7810 Social Security	\$33,523.00
7820 Retirement	\$161,215.00
8521 Perkins Vocational Subsidy - Current	\$97,471.00
8521 Perkins Vocational Subsidy- Prior	\$0.00
9900 Fund Balance	\$0.00
	\$756,926.00

Expenditure Code & Description	2019-20 Budget	2019-20 Actual	2020-21 Budget	2020-21 Actual	2021-22 Budget	2022-23 Budget	Variance
1300 Other Programs (Partials)							
191 Salary - Aides	\$46,870.00	\$38,891.82	\$47,246.00	\$32,647.23	\$55,858.00	\$41,769.00	\$14,087.00
271 Medical Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
212 Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
213 Life Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
214 Income Protection	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
220 Social Security (7.65%)	\$3,610.00	\$3,187.50	\$3,615.00	\$2,497.49	\$4,273.00	\$3,185.00	\$1,078.00
230 Retirement (35.26%)	\$16,729.00	\$17,126.63	\$16,305.00	\$11,285.84	\$19,516.00	\$14,727.00	\$4,789.00
240 Tuition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
250 Unemployment	\$137.00	\$0.00	\$142.00	\$0.00	\$167.00	\$126.00	\$41.00
260 Workers Compensation	\$227.00	\$0.00	\$234.00	\$0.00	\$276.00	\$207.00	\$69.00
300 Purchased Products	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
300 Other Purchased Goods	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
610 Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
750 Equip. Maint.	\$0.00	\$10,897.50	\$0.00	\$4,147.16	\$0.00	\$0.00	\$0.00
810 Dues & Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$65,473.00	\$70,303.35	\$67,642.00	\$50,657.72	\$80,088.00	\$60,024.00	\$20,064.00
							\$0.00
1330 Health Occupations							
121 Salary-Teacher	\$46,032.00	\$46,032.06	\$47,412.86	\$61,070.47	\$61,222.93	\$100,913.00	(\$49,690.07)
121 Salary - Teacher	\$8,200.00	\$8,200.00	\$8,478.00	\$8,200.00	\$8,478.00	\$8,400.00	\$78.00
271 Medical Insurance	\$22,626.00	\$22,876.22	\$22,826.00	\$22,569.47	\$22,493.00	\$45,838.00	(\$23,343.00)
212 Dental Insurance	\$1,200.00	\$1,127.16	\$1,200.00	\$1,108.92	\$1,200.00	\$2,400.00	(\$1,200.00)
213 Life Insurance	\$75.00	\$0.00	\$75.00	\$0.00	\$75.00	\$150.00	\$175.00
214 Income Protection	\$92.00	\$0.00	\$95.00	\$0.00	\$102.00	\$202.00	(\$100.00)
220 Social Security (7.65%)	\$4,225.00	\$3,898.46	\$4,362.00	\$4,282.76	\$4,644.00	\$8,438.00	(\$3,796.00)
230 Retirement (35.26%)	\$16,838.00	\$16,838.18	\$19,832.00	\$20,799.21	\$21,208.00	\$38,643.00	(\$17,335.00)
240 Tuition	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00
250 Unemployment	\$168.00	\$66.91	\$170.00	\$160.78	\$182.00	\$331.00	(\$169.00)
260 Workers Compensation	\$274.00	\$0.00	\$282.00	\$0.00	\$301.00	\$547.00	(\$246.00)
329 Staff Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
430 Equipment Repair	\$350.00	\$0.00	\$350.00	\$0.00	\$350.00	\$350.00	\$0.00
441 Rental of Land & Buildings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,631.00	\$13,631.00
569 Tuition - Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
580 Travel	\$250.00	\$330.66	\$250.00	\$0.00	\$250.00	\$250.00	\$0.00
610 Supplies	\$3,500.00	\$1,774.39	\$3,500.00	\$1,631.63	\$3,500.00	\$3,500.00	\$0.00
640 Books and Periodicals	\$1,200.00	\$118.98	\$1,200.00	\$42.90	\$1,200.00	\$1,200.00	\$0.00
780 Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
810 Dues & Fees	\$150.00	\$1,900.00	\$150.00	\$0.00	\$150.00	\$150.00	\$0.00
Subtotal	\$112,279.00	\$108,051.90	\$114,770.86	\$110,866.04	\$116,363.93	\$225,642.00	(\$109,488.07)
							\$0.00
1340 Hospitality							
121 Salary-Teacher	\$52,626.00	\$52,854.85	\$54,204.78	\$64,834.10	\$65,912.52	\$67,701.00	(\$1,788.48)
121 Salary - Flex Period	\$8,200.00	\$8,200.00	\$8,478.00	\$0.00	\$8,478.00	\$8,400.00	\$78.00
123 Salary - Additional Hours	\$0.00	\$46.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
191 Salary - Aides	\$22,626.00	\$18,709.13	\$22,626.00	\$20,226.02	\$22,493.00	\$19,824.00	\$1,519.00
271 Medical Insurance	\$22,626.00	\$22,876.22	\$22,826.00	\$22,569.47	\$22,493.00	\$22,918.00	(\$425.00)
212 Dental Insurance	\$1,200.00	\$1,127.16	\$1,200.00	\$1,067.94	\$1,200.00	\$1,200.00	\$0.00
213 Life Insurance	\$75.00	\$0.00	\$75.00	\$0.00	\$75.00	\$75.00	\$0.00
214 Income Protection	\$105.00	\$0.00	\$108.00	\$0.00	\$112.00	\$115.00	\$13.00
220 Social Security (7.65%)	\$4,730.00	\$6,012.18	\$4,872.00	\$6,180.30	\$5,002.00	\$5,133.00	\$131.00
230 Retirement (35.26%)	\$21,200.00	\$28,258.71	\$21,876.00	\$29,147.20	\$22,847.00	\$23,445.00	\$1,598.00
240 Tuition	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00
250 Unemployment	\$168.00	\$55.92	\$161.00	\$160.78	\$186.00	\$201.00	\$15.00
260 Workers Compensation	\$306.00	\$0.00	\$316.00	\$0.00	\$324.00	\$333.00	(\$9.00)
329 Staff Development	\$0.00	\$350.00	\$0.00	\$360.00	\$0.00	\$0.00	\$0.00
430 Repair & Maintenance of Equipment	\$2,000.00	\$3,091.45	\$2,000.00	\$1,349.11	\$2,000.00	\$2,000.00	\$0.00
441 Rental Land & Buildings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
569 Travel	\$250.00	\$405.45	\$250.00	\$46.66	\$250.00	\$260.00	\$0.00
610 Supplies	\$49,000.00	\$42,761.30	\$49,000.00	\$39,822.46	\$49,000.00	\$50,470.00	\$1,470.00
640 Books & Periodicals	\$0.00	\$69.00	\$0.00	\$94.85	\$0.00	\$0.00	\$0.00
621 Programs	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00
752 Capitalized Equipment	\$0.00	\$0.00	\$0.00	\$13,768.93	\$0.00	\$0.00	\$0.00
810 Dues & Fees	\$500.00	\$590.00	\$500.00	\$100.00	\$500.00	\$500.00	\$0.00
Subtotal	\$189,104.00	\$187,296.87	\$171,893.78	\$199,635.82	\$170,487.52	\$184,668.00	(\$14,176.48)
							\$0.00

Expenditure Code & Description	2019-20 Budget	2019-20 Actual	2020-21 Budget	2020-21 Actual	2021-22 Budget	2022-23 Budget	Variance
1341 Child Care							\$0.00
121 Salary-Teacher	\$61,269.00	\$62,060.00	\$63,087.60	\$63,978.96	\$65,074.37	\$67,167.00	(\$2,082.63)
271 Medical	\$9,236.00	\$9,266.02	\$9,236.00	\$9,212.30	\$9,180.00	\$9,355.00	(\$176.00)
212 Dental	\$540.00	\$490.16	\$540.00	\$491.76	\$540.00	\$540.00	\$0.00
213 Life Insurance	\$75.00	\$0.00	\$75.00	\$0.00	\$75.00	\$75.00	\$0.00
214 Income Protection	\$123.00	\$0.00	\$128.00	\$0.00	\$130.00	\$134.00	(\$4.00)
220 Social Security 17.66%	\$4,686.00	\$4,617.19	\$4,826.00	\$4,764.55	\$4,878.00	\$5,138.00	(\$260.00)
230 Retirement 135.28%	\$21,003.00	\$21,276.87	\$21,771.00	\$22,079.16	\$22,737.00	\$23,485.00	(\$748.00)
240 Tuition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
250 Unemployment	\$184.00	\$55.91	\$189.00	\$160.78	\$195.00	\$201.00	(\$6.00)
260 Workers Compensation	\$302.00	\$0.00	\$312.00	\$0.00	\$322.00	\$332.00	(\$10.00)
329 Staff Development	\$0.00	\$166.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
430 Repair & Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
441 Rental Land & Buildings	\$9,117.00	\$9,117.00	\$9,299.00	\$9,299.00	\$9,485.00	\$9,675.00	(\$180.00)
649 Advertising	\$0.00	\$19.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
680 Travel	\$759.00	\$745.93	\$760.00	\$74.14	\$760.00	\$760.00	\$0.00
610 Supplies	\$6,000.00	\$5,923.05	\$6,000.00	\$7,409.25	\$6,000.00	\$6,000.00	\$0.00
640 Books & Periodicals	\$0.00	\$41.85	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
760 Equipment - New	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
810 Dues and Fees	\$160.00	\$220.00	\$150.00	\$2,530.00	\$160.00	\$160.00	\$0.00
Subtotal	\$113,416.00	\$113,477.88	\$118,360.60	\$119,960.20	\$119,616.37	\$122,972.00	(\$3,355.63)
1360 Workforce Development Coordinator							\$0.00
121 Salary	\$64,689.00	\$65,359.00	\$66,436.77	\$67,339.00	\$68,625.60	\$68,611.00	(\$165.60)
121 Salary - Dean of Students	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
271 Medical Insurance	\$9,236.00	\$9,266.02	\$9,236.00	\$9,212.30	\$9,180.00	\$9,355.00	(\$175.00)
212 Dental Insurance	\$540.00	\$490.16	\$540.00	\$491.76	\$540.00	\$540.00	\$0.00
213 Life Insurance	\$75.00	\$0.00	\$75.00	\$0.00	\$75.00	\$75.00	\$0.00
214 Income Protection	\$128.00	\$0.00	\$133.00	\$0.00	\$136.00	\$137.00	(\$1.00)
220 Social Security 7.65%	\$4,938.00	\$4,870.41	\$5,087.00	\$5,021.91	\$5,188.00	\$5,241.00	(\$52.00)
230 Retirement 135.28%	\$22,137.00	\$22,411.81	\$22,948.00	\$23,238.66	\$23,698.00	\$23,938.00	(\$240.00)
240 Tuition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
250 Unemployment	\$184.00	\$55.91	\$199.00	\$160.78	\$203.00	\$206.00	(\$3.00)
260 Workers Compensation	\$320.00	\$0.00	\$329.00	\$0.00	\$336.00	\$339.00	(\$3.00)
290 other Employee Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
329 Staff Development	\$0.00	\$75.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00
430 Repair & Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
441 Rental Land & Buildings	\$1,221.00	\$1,221.00	\$1,245.00	\$1,245.00	\$1,270.00	\$1,295.00	(\$25.00)
532 Communications/Postage	\$750.00	\$935.12	\$760.00	\$802.93	\$760.00	\$760.00	\$0.00
640 Advertising	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00
680 Travel	\$15,000.00	\$7,160.88	\$15,000.00	(\$4,473.25)	\$15,000.00	\$15,000.00	\$0.00
610 Supplies	\$5,000.00	\$4,652.81	\$5,000.00	\$9,721.87	\$5,000.00	\$5,000.00	\$0.00
638 Meals/Refreshments	\$0.00	\$891.02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
640 Books and Periodicals	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00
762 Capital Replace Equipment	\$0.00	\$0.00	\$0.00	\$38,794.37	\$0.00	\$0.00	\$0.00
810 Dues & Fees	\$5,000.00	\$5,111.37	\$5,000.00	\$2,104.00	\$5,000.00	\$5,000.00	\$0.00
Subtotal	\$131,099.00	\$122,679.21	\$134,036.77	\$152,859.33	\$135,202.60	\$137,388.00	(\$2,185.40)
1371 Drafting & Design							\$0.00
121 Salary-Teacher	\$58,145.00	\$59,845.00	\$59,869.36	\$61,477.00	\$61,776.31	\$0.00	\$61,776.31
121 Salary - Flex Period	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
271 Medical	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00
212 Dental	\$540.00	\$490.16	\$540.00	\$566.06	\$540.00	\$0.00	\$540.00
213 Life Insurance	\$75.00	\$0.00	\$75.00	\$0.00	\$75.00	\$0.00	\$75.00
214 Income Protection	\$116.00	\$0.00	\$119.00	\$0.00	\$124.00	\$0.00	\$124.00
220 Social Security 17.66%	\$4,448.00	\$4,562.82	\$4,682.00	\$4,702.97	\$4,726.00	\$0.00	\$4,726.00
230 Retirement 135.26%	\$19,838.00	\$19,937.83	\$20,866.00	\$20,696.06	\$21,586.00	\$0.00	\$21,586.00
240 Tuition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
250 Unemployment	\$174.00	\$55.92	\$180.00	\$160.78	\$185.00	\$0.00	\$185.00
260 Workers Compensation	\$288.00	\$0.00	\$298.00	\$0.00	\$308.00	\$0.00	\$308.00
329 Staff Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
432 Repairs & Maintenance of Equipment	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00
441 Rental of Land & Buildings (ELSD)	\$12,845.00	\$12,845.00	\$13,102.00	\$13,102.00	\$13,354.00	\$0.00	\$13,354.00
680 Travel	\$0.00	\$175.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
610 Supplies	\$3,000.00	\$967.67	\$3,000.00	\$761.65	\$3,000.00	\$0.00	\$3,000.00
640 Books and Periodicals	\$0.00	\$0.00	\$0.00	\$72.90	\$0.00	\$0.00	\$0.00
760 Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
810 Dues & Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$104,069.00	\$98,679.30	\$106,961.35	\$101,820.32	\$110,181.31	\$0.00	\$110,181.31

Expenditure Code & Description	2019-20 Budget	2019-20 Actual	2020-21 Budget	2020-21 Actual	2021-22 Budget	2022-23 Budget	Variance
1372 Penn College Option							\$0.00
567 Penn College Option	\$12,000.00	\$12,078.00	\$12,000.00	\$0.00	\$12,000.00	\$12,000.00	\$0.00
610 Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
640 Penn College Textbooks	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$12,000.00	\$12,078.00	\$12,000.00	\$0.00	\$12,000.00	\$12,000.00	\$0.00
1373 Computer Engineering Technology							\$0.00
121 Salary - Teacher	\$40,729.00	\$39,187.66	\$41,950.87	\$42,012.00	\$43,272.36	\$44,687.00	(\$1,384.64)
271 Medical	\$9,236.00	\$9,255.02	\$9,238.00	\$9,212.30	\$9,180.00	\$9,385.00	(\$175.00)
212 Dental	\$640.00	\$1,219.34	\$640.00	\$666.06	\$640.00	\$640.00	\$0.00
213 Life Insurance	\$75.00	\$0.00	\$75.00	\$0.00	\$75.00	\$75.00	\$0.00
214 Income Protection	\$81.00	\$0.00	\$84.00	\$0.00	\$84.00	\$85.00	(\$5.00)
220 Social Security (7.65%)	\$3,116.00	\$2,853.97	\$3,296.00	\$3,084.38	\$3,310.00	\$3,416.00	(\$106.00)
230 Retirement (3.625%)	\$13,866.00	\$13,440.88	\$14,870.00	\$14,498.34	\$16,115.00	\$16,803.00	(\$684.00)
240 Tuition	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00
260 Unemployment	\$122.00	\$56.91	\$123.00	\$160.78	\$130.00	\$134.00	(\$4.00)
260 Workers Compensation	\$202.00	\$0.00	\$213.00	\$0.00	\$214.00	\$221.00	(\$7.00)
329 Staff Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
430 Repair & Maintenance of Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
441 Rental of Land & Buildings	\$5,861.00	\$5,661.00	\$5,978.00	\$6,978.00	\$6,000.00	\$6,220.00	(\$122.00)
680 Travel	\$260.00	\$0.00	\$260.00	\$0.00	\$260.00	\$260.00	\$0.00
610 Supplies	\$8,000.00	\$7,136.10	\$8,000.00	\$7,695.42	\$8,000.00	\$8,000.00	\$0.00
640 Books and Periodicals	\$0.00	\$0.00	\$0.00	\$1,781.58	\$0.00	\$0.00	\$0.00
760 Technology Equipment	\$0.00	\$28,012.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
810 Dues & Fees	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	\$6,000.00	\$0.00
Subtotal	\$92,177.00	\$107,047.21	\$96,820.67	\$64,947.84	\$92,272.36	\$94,650.00	(\$2,287.64)
1382 Building Construction							\$0.00
121 Salary-Teacher	\$41,834.00	\$36,434.00	\$43,089.02	\$40,061.86	\$44,446.56	\$46,589.00	(\$1,422.44)
121 Salary- Flex or Mid-Session	\$9,200.00	\$9,200.00	\$9,476.00	\$9,200.00	\$9,476.00	\$9,400.00	\$76.00
191 Salary - Shop Assistant	\$18,135.00	\$16,108.88	\$18,678.00	\$19,941.11	\$19,246.00	\$19,824.00	(\$578.00)
271 Medical Insurance	\$1,600.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$0.00
212 Dental Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
213 Life Insurance	\$75.00	\$0.00	\$75.00	\$0.00	\$75.00	\$75.00	\$0.00
214 Income Protection	\$84.00	\$0.00	\$85.00	\$0.00	\$85.00	\$82.00	\$3.00
220 Social Security (7.65%)	\$5,291.00	\$4,366.81	\$5,450.00	\$6,211.27	\$5,587.00	\$5,748.00	(\$148.00)
230 Retirement (3.625%)	\$23,716.00	\$18,042.62	\$24,886.00	\$27,502.47	\$25,666.00	\$26,237.00	(\$571.00)
240 Tuition	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00
260 Unemployment	\$208.00	\$56.91	\$213.00	\$160.78	\$219.00	\$225.00	(\$6.00)
260 Workers Compensation	\$343.00	\$0.00	\$362.00	\$0.00	\$362.00	\$372.00	(\$10.00)
329 Staff Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
430 Equipment Repair	\$500.00	\$0.00	\$500.00	\$3,031.85	\$500.00	\$500.00	\$0.00
441 Rental of Land & Buildings	\$49,829.00	\$33,218.00	\$50,826.00	\$50,826.00	\$51,842.00	\$52,878.00	(\$1,036.00)
442 Rental of Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
680 Travel	\$260.00	\$168.00	\$260.00	\$0.00	\$260.00	\$260.00	\$0.00
610 Supplies	\$12,000.00	\$3,377.70	\$12,000.00	\$7,789.82	\$12,000.00	\$12,000.00	\$0.00
640 Books and Periodicals	\$0.00	\$148.80	\$0.00	\$72.50	\$0.00	\$0.00	\$0.00
760 Equipment - New	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
810 Dues & Fees	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	\$1,200.00	\$0.00
Subtotal	\$166,267.00	\$117,354.72	\$172,262.02	\$176,787.74	\$172,386.96	\$176,166.00	(\$3,881.44)
1366 Transportation							\$0.00
121 Salary-Teacher/OT	\$59,781.00	\$56,065.38	\$132,798.23	\$100,480.84	\$108,022.02	\$109,415.00	(\$1,392.98)
121 - Flex or Mid-Session	\$4,800.00	\$4,800.00	\$4,726.80	\$4,600.00	\$4,738.80	\$4,700.00	\$38.80
191 - Shop Assistant	\$18,708.00	\$18,477.80	\$19,270.00	\$0.00	\$20,380.00	\$21,005.00	(\$618.00)
271 Medical	\$31,862.00	\$28,509.25	\$31,862.00	\$28,014.18	\$31,874.00	\$32,273.00	(\$399.00)
212 Dental	\$1,740.00	\$1,576.34	\$1,740.00	\$1,545.32	\$1,740.00	\$1,740.00	\$0.00
213 Life Insurance	\$160.00	\$0.00	\$160.00	\$0.00	\$160.00	\$160.00	\$0.00
214 Income Protection	\$200.00	\$0.00	\$200.00	\$0.00	\$212.00	\$219.00	(\$7.00)
220 Social Security (7.65%)	\$9,417.00	\$8,940.84	\$9,999.00	\$7,628.21	\$10,333.00	\$10,337.00	(\$4.00)
230 Retirement (3.625%)	\$42,210.00	\$41,832.07	\$43,786.00	\$36,263.23	\$46,824.00	\$47,211.00	(\$387.00)
240 Tuition	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$0.00	\$0.00
260 Unemployment	\$369.00	\$66.91	\$380.00	\$160.78	\$393.00	\$405.00	(\$12.00)
260 Workers Compensation	\$610.00	\$0.00	\$627.00	\$0.00	\$645.00	\$668.00	(\$23.00)
329 Staff Development	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
432 Repair & Maintenance	\$2,800.00	\$1,682.32	\$2,800.00	\$2,384.46	\$2,800.00	\$2,800.00	\$0.00
441 Rental of Land & Buildings	\$17,682.00	\$17,682.00	\$17,934.00	\$17,934.00	\$18,293.00	\$18,659.00	(\$366.00)
442 Equipment Rental	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
680 Travel	\$500.00	\$22.04	\$500.00	\$29.12	\$500.00	\$500.00	\$0.00
610 Supplies	\$23,000.00	\$26,175.84	\$23,000.00	\$30,660.70	\$23,000.00	\$23,000.00	\$0.00
640 Books & Periodicals	\$2,000.00	\$699.60	\$2,000.00	\$714.80	\$2,000.00	\$2,000.00	\$0.00
760 Equipment	\$0.00	\$43,987.16	\$0.00	\$3,978.89	\$0.00	\$0.00	\$0.00
810 Dues & Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
870 Donated Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$263,239.00	\$282,37.07	\$291,46.73	\$234,386.32	\$291,19.02	\$274,793.00	(\$16,664.88)

Expenditure Code & Description	2019-20 Budget	2019-20 Actual	2020-21 Budget	2020-21 Actual	2021-22 Budget	2022-23 Budget	Variance
1390 Criminal Justice							\$0.00
121 Salary - Teacher	\$42,937.00	\$43,824.92	\$46,139.76	\$50,067.32	\$46,661.16	\$49,062.00	(\$1,480.84)
121 Flex or Mid-Session	\$4,600.00	\$4,600.00	\$4,738.00	\$0.00	\$4,738.00	\$4,790.00	\$52.00
271 Medical Insurance	\$22,026.00	\$22,075.82	\$22,626.00	\$22,668.47	\$22,493.00	\$22,818.00	(\$325.00)
212 Dental Insurance	\$1,200.00	\$1,227.16	\$1,200.00	\$1,067.94	\$1,200.00	\$1,200.00	\$0.00
213 Life Insurance	\$75.00	\$0.00	\$75.00	\$0.00	\$75.00	\$75.00	\$0.00
214 Income Protection	\$86.00	\$0.00	\$80.00	\$0.00	\$83.00	\$86.00	(\$3.00)
220 Social Security (7.65%)	\$3,837.00	\$3,377.68	\$3,816.00	\$3,603.34	\$3,824.00	\$4,036.00	(\$212.00)
230 Retirement (35.26%)	\$16,300.00	\$16,505.08	\$17,213.00	\$17,276.38	\$17,824.00	\$18,432.00	(\$608.00)
240 Tuition	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00
260 Unemployment	\$143.00	\$56.92	\$149.00	\$160.78	\$164.00	\$168.00	(\$4.00)
280 Workers Compensation	\$236.00	\$0.00	\$245.00	\$0.00	\$263.00	\$261.00	\$2.00
329 Staff Development	\$0.00	\$299.00	\$0.00	\$689.00	\$0.00	\$0.00	\$0.00
430 Equipment Repair & Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
441 Rental of Land & Buildings (ELSD)	\$9,117.00	\$9,117.00	\$9,299.00	\$9,299.00	\$9,486.00	\$9,675.00	(\$189.00)
666 Tuition to Comm College	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
680 Travel	\$260.00	\$195.00	\$260.00	\$0.00	\$260.00	\$280.00	\$20.00
610 Supplies	\$4,000.00	\$1791.14	\$4,000.00	\$1,716.48	\$4,000.00	\$4,000.00	\$0.00
640 Books & Periodicals	\$1,300.00	\$73.00	\$1,300.00	\$72.00	\$1,300.00	\$1,300.00	\$0.00
782 Capitalized Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
610 Dues & Fees	\$300.00	\$0.00	\$300.00	\$0.00	\$300.00	\$300.00	\$0.00
890 Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$110,807.00	\$103,739.14	\$114,440.76	\$106,393.71	\$112,760.16	\$116,463.00	(\$3,702.84)
1396 PCCD Cares		\$6,311.88		\$81,340.86			\$0.00
1300 SubTotal	\$1,341,830.00	\$1,336,151.02	\$1,404,046.73	\$1,419,064.92	\$1,390,436.72	\$1,413,866.00	(\$23,418.28)
1899 Adult Education							\$0.00
121 Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
220 Social Security (7.65%)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
230 Retirement (35.26%)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
640 Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
680 Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
610 Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1800 SubTotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1000 SubTotal	\$1,341,830.00	\$1,336,151.02	\$1,404,046.73	\$1,419,064.92	\$1,390,436.72	\$1,413,866.00	(\$23,418.28)
2120 Support Services - Guidance Services							\$0.00
121 Salary	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
200 Other Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
220 Social Security (7.65%)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
230 Retirement (35.26%)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
330 Purchased Professional Services	\$36,720.00	\$32,640.00	\$36,720.00	\$36,720.00	\$36,720.00	\$36,720.00	\$0.00
Subtotal	\$36,720.00	\$32,640.00	\$36,720.00	\$36,720.00	\$36,720.00	\$36,720.00	\$0.00
2180 Support Services - Other Pupil Pers Svcs							\$0.00
680 Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2100 SubTotal	\$36,720.00	\$32,640.00	\$36,720.00	\$36,720.00	\$36,720.00	\$36,720.00	\$0.00
2200 Support Services - Instructional Staff							\$0.00
122 Substitutes	\$12,000.00	\$0.00	\$12,000.00	\$0.00	\$12,000.00	\$12,000.00	\$0.00
220 Social Security (7.65%)	\$918.00	\$0.00	\$918.00	\$0.00	\$918.00	\$918.00	\$0.00
230 Retirement (35.26%)	\$4,116.00	\$0.00	\$4,141.00	\$0.00	\$4,193.00	\$4,231.00	(\$38.00)
240 Tuition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
260 Unemployment	\$36.00	\$0.00	\$36.00	\$0.00	\$36.00	\$36.00	\$0.00
280 Workers Compensation	\$59.00	\$0.00	\$59.00	\$0.00	\$59.00	\$59.00	\$0.00
300 Purchased Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
600 Other Purchased Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
680 Travel	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00
Subtotal	\$27,128.00	\$0.00	\$27,164.00	\$0.00	\$27,208.00	\$27,244.00	(\$36.00)
2260 Support Services - Instruction & Curr Dev							\$0.00
121 Salaries	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
220 Social Security (7.65%)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
230 Retirement (35.26%)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
680 Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Expenditure Code & Description	2019-20 Budget	2019-20 Actual	2020-21 Budget	2020-21 Actual	2021-22 Budget	2022-23 Budget	Variance
2271 Support Services - Staff Development Instructional							\$0.00
121 Salaries	\$800.00	\$7,630.02	\$800.00	\$0.00	\$800.00	\$800.00	\$0.00
220 Social Security (7.65%)	\$61.00	\$577.63	\$61.00	\$0.00	\$61.00	\$61.00	\$0.00
230 Retirement (36.26%)	\$274.00	(\$1,820.14)	\$274.00	\$0.00	\$280.00	\$282.00	(\$2.00)
240 Tuition		\$16,853.00		\$26,667.00	\$28,000.00	\$28,000.00	\$0.00
250 Unemployment	\$2.00	\$0.00	\$2.00	\$0.00	\$2.00	\$2.00	\$0.00
255 Workers Compensation	\$4.00	\$0.00	\$4.00	\$0.00	\$4.00	\$4.00	\$0.00
324 Professional Development	\$260.00	\$552.00	\$260.00	\$0.00	\$260.00	\$260.00	\$0.00
560 Travel	\$727.00	\$0.00	\$727.00	\$0.00	\$727.00	\$727.00	\$0.00
Subtotal	\$2,118.00	\$23,002.81	\$2,120.00	\$26,667.00	\$30,134.00	\$30,128.00	(\$6.00)
2280 Other Instructional Staff Serv.							
122 Substitute Salaries				\$12,042.60			
220 Social Security (7.65%)				\$922.66			
230 Retirement (36.26%)				\$2,972.59			
Subtotal	\$0.00	\$0.00	\$0.00	\$15,937.85	\$0.00	\$0.00	\$0.00
2200 SubTotal	\$25,246.00	\$23,002.81	\$25,274.00	\$42,604.85	\$67,330.00	\$67,370.00	(\$40.00)
2310 Board Services							\$0.00
111 Superintendent of Record	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00	\$0.00
220 Social Security (7.65%)	\$267.00	\$266.68	\$267.00	\$266.66	\$267.00	\$267.00	\$0.00
230 Retirement (36.26%)	\$1,288.00	\$1,285.83	\$1,234.00	\$1,234.12	\$1,210.00	\$1,322.00	\$112.00
250 Unemployment	\$11.00	\$0.00	\$11.00	\$0.00	\$11.00	\$11.00	\$0.00
260 Workers Compensation	\$19.00	\$0.00	\$19.00	\$0.00	\$19.00	\$19.00	\$0.00
330 Professional Svcs	\$2,600.00	\$3,750.00	\$2,600.00	\$0.00	\$2,600.00	\$2,600.00	\$0.00
526 Bonding Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$7,853.00	\$9,072.78	\$7,861.00	\$5,331.00	\$7,877.00	\$7,889.00	(\$12.00)
2320 Board Treasurer Services							\$0.00
526 Bonding Insurance	\$300.00	\$100.00	\$300.00	\$100.00	\$300.00	\$300.00	\$0.00
Subtotal	\$300.00	\$100.00	\$300.00	\$100.00	\$300.00	\$300.00	\$0.00
2350 Legal Services							\$0.00
330 Legal Services	\$7,500.00	\$3,750.00	\$7,500.00	\$3,558.00	\$7,500.00	\$7,500.00	\$0.00
Subtotal	\$7,500.00	\$3,750.00	\$7,500.00	\$3,558.00	\$7,500.00	\$7,500.00	\$0.00
2360 Office of the Director							\$0.00
111 Salaries	\$95,023.00	\$95,073.95	\$97,073.00	\$103,174.82	\$103,078.28	\$107,120.00	(\$4,041.72)
111 Dean of Students	\$750.00	\$750.00	\$750.00	\$750.00	\$750.00	\$750.00	\$0.00
151 Salary/Executive Secretary	\$307.84.00	\$31,095.81	\$33,519.20	\$33,519.10	\$34,524.98	\$34,524.95	\$0.00
151 Salary/Board Secretary	\$1,350.00	\$1,350.00	\$1,350.00	\$1,350.00	\$1,350.00	\$1,350.00	\$0.00
151 Salary/Secretary	\$7,810.00	\$0.00	\$8,147.00	\$0.00	\$8,523.00	\$16,488.00	\$15,767.00
151 Salary Adjustment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
271 Medical Insurance	\$31,982.00	\$31,930.24	\$31,982.00	\$31,781.77	\$31,874.00	\$30,591.00	\$1,083.00
212 Dental Insurance	\$1,740.00	\$1,274.56	\$1,740.00	\$2,008.84	\$1,740.00	\$1,740.00	\$0.00
213 Life Insurance	\$258.00	\$0.00	\$258.00	\$0.00	\$307.00	\$316.00	(\$9.00)
214 Income Protection	\$208.00	\$0.00	\$211.00	\$0.00	\$213.00	\$213.00	\$0.00
220 Social Security (7.65%)	\$10,390.00	\$8,115.99	\$10,843.00	\$10,204.84	\$11,355.00	\$12,287.00	(\$912.00)
230 Retirement (36.26%)	\$45,576.00	\$42,802.17	\$48,518.00	\$45,607.46	\$61,884.00	\$58,027.00	(\$4,163.00)
240 Tuition Reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
250 Unemployment Compensation	\$407.00	\$230.91	\$425.00	\$180.00	\$445.00	\$480.00	(\$35.00)
260 Workers Compensation	\$572.00	\$5,070.00	\$701.00	\$6,092.08	\$725.00	\$794.00	(\$69.00)
325 Workshops & Conferences	\$2,500.00	\$1,600.00	\$2,500.00	\$160.00	\$2,500.00	\$2,500.00	\$0.00
330 Professional Svcs	\$0.00	\$850.00	\$0.00	\$600.00	\$0.00	\$0.00	\$0.00
432 Equipment Rentals	\$500.00	\$557.52	\$500.00	\$1,066.00	\$500.00	\$500.00	\$0.00
442 Rental of Equipment	\$6,500.00	\$3,803.21	\$5,000.00	\$2,178.31	\$5,000.00	\$5,000.00	\$0.00
523 General Property & Liability Insurance	\$27,500.00	\$24,622.00	\$27,500.00	\$28,268.00	\$27,500.00	\$28,878.00	(\$1,378.00)
532 Communications & Postage	\$3,500.00	\$4,002.69	\$3,500.00	\$4,081.81	\$3,500.00	\$3,500.00	\$0.00
640 Advertising	\$1750.00	\$405.80	\$1,750.00	\$3,623.87	\$1,750.00	\$1,750.00	\$0.00
590 Travel	\$4,000.00	\$5,476.28	\$4,000.00	(\$1,292.66)	\$4,000.00	\$4,000.00	\$0.00
610 Supplies	\$18,000.00	\$17,681.74	\$18,000.00	\$18,815.48	\$18,000.00	\$18,000.00	\$0.00
638 Meals/Refreshments	\$2,000.00	\$391.61	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$0.00
640 Books & Periodicals	\$1,000.00	\$826.19	\$1,000.00	\$32.00	\$1,000.00	\$1,000.00	\$0.00
766 Technology Equipment		\$5,956.48					\$0.00
810 Dues & Fees	\$2,000.00	\$2,066.78	\$2,000.00	\$5,953.09	\$2,000.00	\$2,000.00	\$0.00
840 Budgetary Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$295,720.00	\$288,703.16	\$304,494.89	\$299,044.32	\$314,519.23	\$321,303.95	(\$17,384.72)
2300 SubTotal	\$311,375.00	\$300,644.91	\$320,186.89	\$308,063.32	\$330,195.23	\$347,692.95	\$15,739.72)
2610 Audit Services							\$0.00
330 Audit	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00	\$0.00
Subtotal	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00	\$0.00

Expenditure Code & Description	2019-20 Budget	2019-20 Actual	2020-21 Budget	2020-21 Actual	2021-22 Budget	2022-23 Budget	Variance
2510 Business Services							\$0.00
340 Bank Charges	\$100.00	\$20.00	\$100.00	\$115.00	\$100.00	\$100.00	\$0.00
390 Purchased Prof Svcs (ELSD Business S	\$26,000.00	\$26,000.00	\$26,000.00	\$26,000.00	\$26,700.00	\$27,582.00	(\$802.00)
461 Lease agreement with new facility	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
561 Subsidy	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
591 Computer Service & Operations	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
610 Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
750 Computer Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
890 Refund of Prior Year Excess Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$26,100.00	\$26,020.00	\$26,100.00	\$26,115.00	\$26,800.00	\$27,682.00	(\$882.00)
							\$0.00
							\$0.00
2620 Facilities & Maint.							\$0.00
441 Lease agreement with new facility	\$161,518.00	\$161,538.00	\$166,384.00	\$166,384.00	\$171,376.00	\$176,517.00	(\$5141.00)
Subtotal	\$161,518.00	\$161,538.00	\$166,384.00	\$166,384.00	\$171,376.00	\$176,517.00	(\$5141.00)
							\$0.00
2660 Security Services							\$0.00
610 Supplies	\$2,500.00	\$84.00	\$2,500.00	\$175.00	\$2,500.00	\$2,500.00	\$0.00
Subtotal	\$2,500.00	\$84.00	\$2,500.00	\$175.00	\$2,500.00	\$2,500.00	\$0.00
							\$0.00
2790 Transportation							\$0.00
500 Travel Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
							\$0.00
2810 Technology Services							\$0.00
330 Student Information System	\$11,000.00	\$12,831.72	\$11,000.00	\$3,435.22	\$11,000.00	\$11,000.00	\$0.00
390 Purchased Prof Svcs (ELSD Tech Svcs)	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,600.00	\$21,218.00	(\$618.00)
438 Repairs and Maintenance	\$3,000.00	\$1,860.52	\$3,000.00	\$50.00	\$3,000.00	\$3,000.00	\$0.00
650 Computer Supplies	\$16,000.00	\$12,566.17	\$16,000.00	\$33,742.16	\$16,000.00	\$16,000.00	\$0.00
760 Equipment Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
911 Computer Lease	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$50,000.00	\$47,318.41	\$50,000.00	\$57,227.38	\$50,600.00	\$51,218.00	(\$618.00)
							\$0.00
Union 2600 & 2800 Subtotal	\$246,638.00	\$241,460.41	\$261,484.00	\$266,601.40	\$267,666.00	\$264,618.00	\$2,958.00
							\$0.00
							\$0.00
2000 Subtotal	\$623,971.00	\$597,747.83	\$637,633.89	\$643,810.15	\$642,102.23	\$706,100.95	(\$63,998.72)
							\$0.00
3210 Student Activities							\$0.00
121 Salaries	\$1,600.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	\$1,600.00	\$0.00
220 Social Security (7.65%)	\$122.00	\$0.00	\$122.00	\$0.00	\$122.00	\$122.00	\$0.00
230 Retirement (13.26%)	\$548.00	\$0.00	\$552.00	\$0.00	\$559.00	\$564.00	(\$5.00)
250 Unemployment	\$4.00	\$0.00	\$4.00	\$0.00	\$4.00	\$4.00	\$0.00
260 Workers Compensation	\$8.00	\$0.00	\$8.00	\$0.00	\$8.00	\$8.00	\$0.00
560 Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$2,282.00	\$0.00	\$2,286.00	\$0.00	\$2,293.00	\$2,298.00	(\$5.00)
							\$0.00
3000 Subtotal	\$2,282.00	\$0.00	\$2,286.00	\$0.00	\$2,293.00	\$2,298.00	(\$5.00)
							\$0.00
5110 Other Expenses and Financials							\$0.00
831 Interest-Loans/Financials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
921 Principal-Loans/Lease Purchase	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
							\$0.00
5230 Capital Project Transfers							\$0.00
931 Transfer to Capital Project Reserve	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$0.00
Subtotal	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$0.00
							\$0.00
5300 Component Unit Transactions							\$0.00
990 School District Refunds	\$239,000.00	\$0.00	\$245,000.00	\$0.00	\$245,000.00	\$245,000.00	\$0.00
Subtotal	\$239,000.00	\$0.00	\$245,000.00	\$0.00	\$245,000.00	\$245,000.00	\$0.00
							\$0.00
5900 Fund Balance/Nonfundal Reserve							\$0.00
Fundal Reserve 1	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00
Fundal Reserve 2	\$10,000.00	\$0.00	\$2.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00
Subtotal	\$20,000.00	\$0.00	\$10,000.00	\$0.00	\$20,000.00	\$20,000.00	\$0.00
							\$0.00
\$000 Subtotal	\$289,000.00	\$30,000.00	\$285,000.00	\$30,000.00	\$295,000.00	\$296,000.00	\$0.00
							\$0.00
Total Budget	\$2,257,089.00	\$1,963,854.76	\$2,328,965.42	\$2,092,865.07	\$2,369,831.95	\$2,417,253.95	(\$47,422.00)

Function	Acct. Code	Staff Member	Action	Position Type	Wage Category	Funding Source	FTE	Days	Degree/Rate	Level/Hrs	Budgeted 2022-23 Salary
1300	10-1300-191-663-00-000-000-0000	David Mathews	Instructional Aide	S	4	Perkins		180	\$15.55	6.5	\$13,509.00
1300	10-1300-191-663-00-000-000-0000	David Mathews	Instructional Aide	S	4			180		6.5	\$0.00
1300	10-1300-191-663-00-000-000-0000	David Mathews	Instructional Aide	S	4	Perkins		180	\$15.55	6.5	\$16,209.00
1300	10-1340-191-000-00-000-000-0000	David Mathews	Instructional Aide	S	4			180	\$15.55	6.5	\$19,824.00
	10-1300-191-663-00-000-000-0000	David Mathews	Instructional Aide	S	4	Perkins		180	\$15.10	6.5	\$12,051.00
1300 Total											\$61,593.00
1330	10-1330-121-000-00-000-000-0000	Shaffer, Dawn	Health Occupations	P	2		1		Voc1	7	\$2,811.00
1330	10-1330-121-000-00-000-000-0000	New Position?	Health Occupations	P	2		1		Voc1	4	\$1,682.00
1330	10-1330-121-000-00-000-000-0000	Shaffer, Dawn	Health Occ - Mid-Session	P	2		1				\$5,522.00
1330 Total											\$10,015.00
1340	10-1340-121-000-00-000-000-0000	Anstadt, Brian	Hospitality	P	2		1		Voc 2	11	\$5,701.00
1340	10-1340-121-000-00-000-000-0000	Anstadt, Brian	Hosp - Mid-Session	P	2		1				\$5,700.00
1340 Total											\$67,101.00
1341	10-1341-121-000-00-000-000-0000	Kine, Kerri	Child Care	P	2		1		M	17	\$67,157.00
1341 Total											\$67,157.00
1360	10-1360-121-000-00-000-000-0000	Cooler, Rhyfene	Workforce Development Coord.	P	2		1		M	17	\$69,511.00
1360 Total											\$69,511.00
1373	10-1373-121-000-00-000-000-0000	Kimble, Reed	Computer Engineering	P	2		1	Est.	Intern	3	\$44,657.00
1373 Total											\$44,657.00
1382	10-1382-121-000-00-000-000-0000	Way, William	Building Construction	P	2		1		Intern	3	\$5,901.00
1382	10-1382-121-000-00-000-000-0000	Way, William	Building Const - Mid Session	P	2		1				\$5,901.00
1382	10-1382-191-000-00-000-000-0000	Lassen, Todd	Bldg Const. - Shop Assist.	S	2		1	180	\$ 16.94	6.5	\$18,924.00
1382 Total											\$75,093.00
1385	10-1385-121-000-00-000-000-0000	Kline, Harry	Transportation	P	2		1		Voc 1	10	\$5,710.00
1385	10-1385-121-000-00-000-000-0000	Kline, Harry	Trans - Flex	P	2		1				\$7,000.00
1385	10-1385-121-000-00-000-000-0000	Shimel, Paul	Transportation	P	2		1		Voc 1	9	\$5,109.00
1385	10-1385-191-000-00-000-000-0000	Wood, Michael	Trans - Shop Assist.	S	2		1	180	\$ 17.95	6.5	\$21,005.00

Staff Member	Insurance Plan	Bd pay %	Cover Type	Merge Ins. Plan and Cover Type	Opt Out	Tiered Medical Ins 271	Tiered Employee Medical Contribution	Opt Out Stipend	Individual Dental Ins 272 (\$40.98) (\$104.28)	Dependent Dental Ins Contribution	Life Ins 213 (.125/1000)
Deane, Martha	---			---	-						
Finck, Kelly	---			---	-						
Kane, Jessica	---			---	-						
O'Donoghue, Courtney	---			---	-						
Ward, William	---			---	-						
						0	0	0	0	0	0
Shaffer, Dawn	BLUE-P	0.835	04	BLUE-P04		27,447	(4,529)	-	1,320	(120)	75
New Position?	BLUE-P	0.835	04	BLUE-P04		27,447	(4,529)	-	1,320	(120)	75
Shaffer, Dawn											
						54,893	(9,057)	-	2,640	(240)	150
Anstadt, Brian	BLUE-P	0.835	04	BLUE-P04		27,447	(4,529)	-	1,320	(120)	75
Anstadt, Brian	---										
						27,447	(4,529)	-	1,320	(120)	75
Kline, Kerri	BLUE-P	0.835	01	BLUE-P01		11,203	(1,848)	-	540		75
						11,203	(1,848)	-	540	-	75
Cooley, Rhaylene	BLUE-P	0.835	01	BLUE-P01		11,203	(1,848)	-	540		75
						11,203	(1,848)	-	540	-	75
Kimble, Reed	BLUE-P	0.835	01	BLUE-P01		11,203	(1,848)	-	540	-	75
						11,203	(1,848)	-	540	-	75
Way, William	---	0.835		---	Y	-	-	1,500	-	-	75
Way, William	---										
Lassen, Todd	---				-						
						0	0	1,500	0	0	75
Kline, Harry	BLUE-P	0.835	04	BLUE-P04		27,447	(4,529)	-	1,320	(120)	75
Kline, Harry	---				-						
Shinell, Paul	BLUE-P	0.835	01	BLUE-P01		11,203	(1,848)	-	540	-	75
Wood, Michael	---				-						

Staff Member	Inc Prot 214 (.20/1.00)	Soc Sec 220 7.65%	Retirement 230 35.26%	Unemp 250 30%	Wk Comp 260 .495%	2022-23 Benefit Total	272
Davis, Martha		1,033	4,763	41	67	5,904	0
Davis, Martha		0	0	0	0	0	0
Davis, Martha		1,240	5,715	49	80	7,084	0
Davis, Martha		1,517	6,990	59	98	8,664	0
Davis, Martha		922	4,249	35	60	5,267	0
Davis, Martha	0	4,712	21,718	149	245	21,652	0
Shaffer, Dawn	106	4,044	18,470	159	262	47,234	22,918
New Position?	96	3,676	16,789	144	238	45,136	22,918
Shaffer, Dawn		719	3,284	28	47	4,078	0
	202	8,439	38,543	331	547	56,448	45,836
Anstadt, Brian	115	4,414	20,161	173	286	49,342	22,918
Anstadt, Brian		719	3,284	28	47	4,078	0
	115	5,133	23,445	201	333	53,420	22,918
Kline, Kerri	134	5,138	23,465	201	332	39,239	9,354
	134	5,138	23,465	201	332	39,239	9,354
Cooley, Rhaylene	137	5,241	23,938	206	339	39,830	9,354
	137	5,241	23,938	206	339	39,830	9,354
Kimble, Reed	89	3,416	15,603	134	221	29,432	9,354
	89	3,416	15,603	134	221	29,432	9,354
Way, William	92	3,509	16,027	138	227	21,568	1,500
Way, William		719	3,284	28	47	4,078	0
Lassen, Todd		1,517	6,927	59	98	9,601	0
	92	5,745	26,237	225	372	34,247	1,500
Kline, Harry	111	4,231	19,326	166	274	48,301	22,918
Kline, Harry		360	1,642	14	23	2,039	0
Shimel, Paul	108	4,139	18,904	162	268	33,550	9,354
Wood, Michael		1,607	7,339	63	104	9,113	0

Function	Acct. Code	Staff Member	Assign.	Position Type	Wage Category	Funding Source	FTE	Days	Degree/Rate	Level/Hrs	Budgeted 2022-23 Salary
1385 Total											\$135,120.00
1390	10-1390-121-000-00-000-000-0000	Farr, Catherine	Criminal Justice	P	2		1		Voc 1	4	\$135,120.00
1390	10-1390-121-000-00-000-000-0000	Farr, Catherine	Criminal Justice - Flex	P	2		1				\$135,120.00
1390 Total											\$52,752.00
2200	10-2200-122-000-00-000-000-0000	Substitutes	All	O	4		1				\$12,000.00
2200 Total											\$12,000.00
2270	10-2200-121-000-00-000-000-0000	Cooley, Rhaylene	Mentor-Kimble, Reed	P	2		1				\$800.00
2270 Total											\$800.00
2310	10-2310-111-000-00-000-000-0000	McGaughlin, Gerry	Superintendent of Record	O	4		1				\$3,750.00
2310 Total											\$3,750.00
2360	10-2360-111-000-00-000-000-0000	Minium, Nathan	Executive Director	ADM	1		1				\$107,120.00
2360	10-2360-111-000-00-000-000-0000	Anstadt, Brian	Dean of Students	P	2		1				\$750.00
2360	10-2360-151-000-00-000-000-0000	Finck, Kelli	Clerical	S	3		1	200		6.5	\$15,496.00
2360	10-2360-151-000-00-000-000-0000	Kepler, Trish	Secretary to the Director	S	3		1				\$1,350.00
2360	10-2360-151-000-00-000-000-0000	Kepler, Trish	Board Secretary	S	3		1				\$1,350.00
2360 Total											\$160,350.95
3210	10-3210-121-000-00-000-000-0000	Cooley, Rhaylene	Advisor-Stats USA	P	2		1				\$800.00
3210	10-3210-121-000-00-000-000-0000	Kime, Kerri	Advisor-Nat'l Tech Honor Soc.	P	2		1				\$800.00
3210 Total											\$1,600.00
Grand Total											\$860,797.95

Staff Member	Insurance Plan	Ed pay %	Cover Type	Merge Ins. Plan and Cover Type	Opt Out	Tiered Medical Ins 271	Tiered Employee Medical Contribution	Opt Out Stdoend	Individual Dental Ins 272 (\$40.98) (\$104.28)	Dependent Dental Ins Contribution	Life Ins 213 (.125/1000)
						38,649	-6,377	0	1,860	-120	150
Farr, Catherine	BLUE-P	0.835	04	BLUE-P04		27447	(4,529)	-	1,320	(120)	75
Farr, Catherine	-				-						
						27447	-4529	0	1,320	-120	75
Substitutes											
						-	-	-	-	-	0
Cooley, Rhylene											
						-	-	-	-	-	0
McCaughlin, Gerv											
						-	-	-	-	-	0
Minium, Nathan	QCDHP-	0.94	04	QCDHP-04		22,593	(1,356)	-	1,320	(120)	241
Anstadt, Brian											
Find, Kell	-				-						
Keoner, Trish	BLUE-P	0.835	01	BLUE-P01		11,203	(1,848)	-	540	-	75
Keoner, Trish											
						33,795	(3,204)	-	1,860	(120)	316
Cooley, Rhylene											
Kime, Kerri											
						-	-	-	-	-	0
						215,840	-33,241	1,500	10,620	-720	1,866

Staff Member	Inc Prot 214 (.20/100)	Soc Sec 220 7.65%	Retirement 230 35.26%	Unemp 250 3.0%	WrkComp 260 .495%	2022-23 Benefit Total	272
	219	10,337	47,211	405	669	99,003	32,272
Farr, Catherine	96	3,676	16,789	144	238	45,136	22,918
Farr, Catherine		360	1,642	14	23	2,039	0
	96	4,036	18,432	158	261	47,175	22,918
Substitutes		918	4,193	36	59	5,206	0
	0	918	4,193	36	59	5,206	0
Cooley, Rhavene		61	280	2	4	347	0
	0	61	280	2	4	347	0
McGauhan, Gerv		287	1,310	11	19	1,627	0
	0	287	1,310	11	19	1,627	0
Minum, Nathan	144	8,195	37,428	321	530	69,296	21,237
Anstadt, Brian		57	262	2	4	325	0
Finck, Kelli		1,262	5,764	49	82	7,157	0
Kepner, Trish	89	2,649	12,098	104	171	25,060	9,354
Kepner, Trish		104	475	4	7	590	0
	213	12,267	56,027	480	794	102,428	30,591
Cooley, Rhavene		61	280	2	4	347	0
Kirne, Kent		61	280	2	4	347	0
	0	122	559	4	8	694	0
	1,297	65,852	294,229	2,579	4,263	570,016	

**LYCOMING CAREER & TECHNOLOGY CENTER
SUMMARY OF LEASE AGREEMENTS
2022-2023 SCHOOL YEAR**

Program	Square Footage	No. of Sessions	Proposed Basic Cost/SqFt	New Facility
New Facility				
Hospitality		3	\$ -	
Power & Transportation		2	\$ -	
Health Occupations		3		
Total	10,000		\$ -	\$176,517.00
Existing Facilities				
Building Construction	4,081	3	\$ 52,879.00	
Health Occupations	1,578	2	\$ 13,631.00	
Criminal Justice	1,120	2	\$ 9,675.00	
Computer Maintenance	720	2	\$ 6,220.00	
Child Care	1,120	2	\$ 9,675.00	
Workforce Dev. Coord. Office	300	1	\$ 1,296.00	
Transportation	2,160	2	\$ 18,659.00	
Total	11,079		\$112,035.00	

Total Amount	21,079	\$288,552.00
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2022-23 Rental Rate	4.32 Sqft.	2% Increase
2021-22 Rental Rate	4.23 Sqft.	
2020-21 Rental Rate	4.15 Sqft.	
2019-20 Rental Rate	4.07 Sqft.	
2018-19 Rental Rate	3.99 Sqft.	
2017-18 Rental Rate	3.91 Sqft.	
2016-17 Rental Rate	3.83 Sqft.	
2015-16 Rental Rate	3.75 Sqft.	

**Lycoming Career & Technology Center
Non-Member Tuition Calculation
2022-23 School Year**

Student Enrollment Base	290
Tuition Budget	2,417,254.00
Total Revenue	<u>\$756,926.00</u>
Total Tuition Due	<u>\$1,660,328.00</u>
Total Tuition Due	\$1,660,328.00
Enrolled Students	<u>290</u>
Per Student Cost	<u>\$5,725.27</u>
Capital Equipment	\$30,000.00
Capital Rental	<u>\$176,517.00</u>
Total Capital Cost	<u>\$206,517.00</u>
Enrolled Students	<u>290</u>
Per Student Cost	<u>\$712.13</u>
Per Student Cost (Tuition)	\$5,725.27
Per Student Cost (Capital)	<u>\$712.13</u>
Sub-Total Non-Member Cost	<u>\$6,437.40</u>
Cost Surcharge (2%)	<u>\$128.75</u>
Total Non-Member Cost	<u>\$6,566.15</u>

"the ultimate path to a *brite* future"
Lycomingcareer
and technology center

Nathan C. Minium
Executive Director
Mr. Gerald McLaughlin
Superintendent of Record

March 31, 2022

Dear Participating School Board Member:

The resolution for the Lycoming Career & Technology Center's 2022-2023 Proposed General Fund Budget was approved by the Joint Operating Committee on March 17, 2022.

The 2022-2023 proposed budget represents a sincere effort of the Joint Operating Committee and the Administrative Staff to provide a quality program of Career & Technical Education, and to demonstrate fiscal responsibility in an era of constrained resources. The administrative staff is currently developing proposals for competitive grants and will continue to seek industry donations to help offset operating costs and lower the member district share.


The 2022-2023 proposed budget priorities include our continued focus on industry certification and technical standards; staff development; equipment acquisitions; and integration of technology in instruction.

An Executive Summary is provided to explain the major expenditures for each major budget category. If you desire further clarification, please do not hesitate to contact me at 570-584-2300 ext. 5101.

On behalf of the students and the staff of LycoCTC, I respectfully request your support of the proposed 2022-2023 general fund budget.

Sincerely,

LYCOMING CAREER & TECHNOLOGY CENTER



Nathan C. Minium
Executive Director

cc: Accounting Services

NCM/plk

MEMORANDUM OF UNDERSTANDING

G-7

Between

The Montoursville Area School District

AND

The Montoursville Area Education Association

This agreement entered into Feb ____th, 2022 by and between the Montoursville Area School District (District) and the Montoursville Area Education Association (Association) agrees to the following.

Each employee who chooses not to use any or all of their 3 allotted personal days during the 2021-22 and/or 22-23 school year shall be compensated at a rate of two hundred and fifty dollars (\$250.00) per personal day up to a maximum of seven hundred and fifty dollars (\$750.00) per school calendar year.

A maximum of three (3) unused personal days can qualify for a monetary incentive for each professional employee.

Each payment of two hundred and fifty dollars (\$250.00) will reduce the professional employee's personal day balance by one (1).

The payment for these unused personal days will be distributed on the 2nd pay of June for each calendar year until this MOU expires.

The provisions of this MOU shall expire June 30, 2023

Date

Montoursville Area School District

Date

Montoursville Area Education Association

MONTOURSVILLE AREA SCHOOL District
ADMINISTRATIVE COMPENSATION PLAN
2022-23, 2023-24, 2024-25, 2025-26, 2026-27

This is an Administrative Compensation Plan (PLAN) enacted by the Board of School Directors of the Montoursville Area School District (District) pursuant to Act 93 of 1984, 24 P.S. § 11-1164. Pursuant to § 1164(c) of the Public School Code of 1949, the Board of School Directors has met and discussed in good faith this PLAN with eligible school administrators prior to adopting it.

1. **Scope of Plan:** The positions in the Montoursville Area School District, which are included within the Act 93 definition of "administrator or school administrator", include:
 - High School Principal
 - High School Assistant Principal
 - Middle School Principal
 - Middle School Assistant Principal
 - Elementary School Principals
 - Director of Curriculum and Instruction
 - Supervisor of Special Education
 - Director of Technology
 - Supervisor of Buildings and Grounds

The listing of the positions above shall not be construed to obligate the district to fill any position, which may become vacant or to establish any new positions.

2. **Term of the Compensation Plan:** This Administrative Act 93 Compensation Plan shall be in effect and remain in force for five years, consisting of school years 2022-2023, 2023-2024, 2024-2025, 2025-2026, and 2026-2027. Thus, the PLAN is in effect from July 1, 2022 through June 30, 2027.
3. **Work Year:** All of these administrative positions are considered to be 12-month (260 days per year) positions.
4. **Compensation:** The base annual increase for each administrator's salary will be \$2,000 in 2022-2023, \$2,000 in 2023-2024, \$2,100 in 2024-2025, \$2,200 in 2025-2026, \$2,300 in 2026-2027, subject to provisions below regarding evaluation and annual increases in compensation.

The Board shall determine any newly hired administrator's salary. New administrators will be entitled to salary increases, as established by the Board, in accordance with the increases stated above, with appropriate adjustments to be made on a case-by-case basis depending upon when an administrator begins employment. For example, an administrator beginning

employment late in a school year may or may not be entitled to any increase in the following year, depending on what has been negotiated between that administrator and the Board.

In addition to deductions otherwise required, the District will deduct the following from administrators' paychecks: Tax Sheltered Annuity, Educators Mutual Insurance, United Way, U.S. Savings Bonds, Cancer Insurance, IRS Section 125, and Teachers' Credit Union: provided, written authority on forms provided by the District, shall be given by the administrator, as to each item to be deducted.

5. Tax-Deferred Annuity: The District will supply deferred compensation of \$1,000 annually to a tax-deferred annuity [403(b)/457(b)] for each administrator. Additionally, each administrator may contribute any amount of his/her base salary into the Tax-Deferred Annuity each year during the length of this Agreement as determined by the applicable rules and regulations of the Internal Revenue Service (IRS).
6. Payday: Administrators will be paid every other Friday. Payment shall be through direct electronic deposit to a single account of the administrator's choice after the appropriate deductions enumerated in Section 3 have been made. On each payday, administrators shall be paid, depending upon the number of pay periods in the school year, one twenty-sixth (1/26) or one twenty-seventh (1/27) of the salary for the fiscal year.
7. Evaluation: Administrators shall be evaluated yearly by the Superintendent or Assistant Superintendent following the evaluation guidelines per the state-approved evaluation tool in accordance with the most recent approved legislation from the Pennsylvania Department of Education (currently Act 13 utilizing the 13-2 form) or an alternate evaluation process that received approval by the Pennsylvania Department of Education. Administrators whose final evaluation rating is Distinguished or Proficient shall receive 100% of the base annual increase for the following year that is listed in Section 4. Administrators receiving a rating of Needs Improvement will be entitled to 50% of the base annual increase and administrators receiving a rating of Failing will not receive an increase for the year following the rating.
8. Travel and Conference Reimbursement: The District will provide financial reimbursement for administrators who attend educational meetings, approved by the superintendent, until such time the aggregate budgeted amount for the District has been exhausted. To be eligible, a written request must be presented to the Superintendent one (1) week in advance of the School Board meeting, prior to the conference, giving the time, place and an estimate of the expenditures. An itemized bill of actual expenses must be furnished for the approval of the School Board before payment will be made. When rides are shared, the mileage will be pro-rated accordingly. The reimbursement amount for mileage shall be the IRS Mileage Rate and for meals shall be \$50.00/day.
9. Professional Development: The District will provide reimbursement for the actual tuition cost per semester hour for any advanced college credits up to the regular tuition rate charged by The Pennsylvania State University, per credit hour earned for a maximum of twelve (12) completed college credits per fiscal year (July 1 to June 30).

Reimbursement will be granted provided the District Superintendent on the following conditions shall approve the same:

- a) The course must be completed with a satisfactory grade of B or better;
- b) The course must be related to the field of endeavor of the individual or for the professional advancement, or as approved by the District Superintendent as being for the educational benefit of the District;
- c) Payment will be made by reimbursement to the administrator;
- d) The administrator must be employed by the District when payment is made;
- e) Any Administrator taking approved credits who voluntarily terminates their employment, repayment is expected as follows:
 - 1) Voluntary termination two (2) years from being reimbursed for coursework will be repaid at 100% of cost.
 - 2) Voluntary termination three (3) years from being reimbursed for coursework will be repaid at 50% of cost.
 - 3) After three (3) years there will be no repayment for coursework.
- f) Reimbursement will not be paid for any administrator who is receiving any other scholarship or financial aid or who is on leave (other than sabbatical) from the District at the time the course is taken;
- g) Administrators on sabbatical leave / leave of absence for professional development are eligible for reimbursement on the following conditions:
 - 1) A maximum of one (1) administrator per year shall be eligible;
 - 2) Credits to be reimbursed per administrator shall not exceed fifteen (15) per semester thirty (30) per year;
 - 3) The course must be acceptable for an Administrators Certification Degree or Doctorate in Education Administration.

10. Hospitalization and Medical Insurance: The District shall pay the premium for each eligible administrator and eligible dependent(s) of a group hospital and medical service plan (insurance carrier to be selected by the employer), having benefits similar to the Consumer Drive Health Plan (designated CDHP-1) (insurance carrier to be selected by the employer). Benefits may be revised annually by the District's health insurance carrier based upon prevailing underwriting standards.

a) Premium Share – The administrators will contribute to the premium payment as follows:

Year	Rate
2022-23	3.0%
2023-24	3.5%
2024-25	3.5%
2025-26	4.0%
2026-27	4.5%

b) Opt-Out – If an administrator decides to opt-out of coverage, they will receive \$3,500 per year of opt-out.

It is understood that no person shall be covered by said insurance plan if there is simultaneous coverage by Blue Cross/Blue Shield and Major Medical having equal benefits or another insurance carrier's plan having equal benefits provided by another employer.

New administrators electing coverage shall have the responsibility of providing the business office with the necessary information within twenty (20) days of their employment. (Forms to be supplied by the District.)

Administrators who did not elect to be covered under this hospitalization and medical service plan during the first twenty (20) days of their employment and who subsequently decide to participate may be covered prior to the next reopening if the administrator's request for such coverage is necessitated by one of the following situations:

- 1) Death of spouse covered by another plan;
- 2) Marriage of administrator;
- 3) Addition of dependent(s);
- 4) Divorce of spouse covered by another plan;
- 5) Loss of coverage as a dependent on another plan.

In such instances, the Board will request a waiver of the insurance carrier's requirements for reopening.

The insurance coverage shall terminate at the end of the month in which the administrator begins an unpaid leave of absence, is laid off or discharged, resigns or in which the administrator's retirement becomes effective.

The hospitalization and medical service plan is a contract between the administrator and the insurance carrier. Any dispute over a claim for any benefits extended by the hospitalization and medical service plan must be resolved in accordance with the dispute resolution provisions of that contract.

The District shall adopt an IRS Health Savings Account (HSA) Plan and shall make it available to the members of the Administrative Compensation Plan. The District will not make any employer HSA contributions to current administrative employees.

In the 2022-27 school years, the District shall make an employer contribution to the HSA for each newly hired administrative employee, for the year of hire only equal to 100% of the selected plan's current IRS HDHP minimum deductible (\$1400.00 for single coverage and \$2,800.00 for family coverage in 2022).

11. Life Insurance: The District shall pay the premium for a group term life insurance for each administrator to provide coverage in the amount of \$150,000.00

New administrators electing coverage shall have the responsibility of providing the business office with the necessary information within twenty (20) days of their employment.

The insurance coverage shall terminate at the end of the policy month in which the administrator begins an unpaid leave of absence, is laid off or discharged, resigns or in which the administrator's retirement becomes effective.

The group term life insurance is a contract between the administrator and the insurance carrier. Any dispute over a claim for any benefits extended by the group term life insurance must be resolved in accordance with the dispute resolution provisions of that contract.

12. Dental Plan: The District shall pay the premium for each administrator of a personal dental plan having benefits essentially equivalent to the present Delta Dental Plan, dated January 1, 1983, Group No. 1186. Coverage to be maintained at the level that became effective July 1, 1989. The District shall also pay the premium for each full-time administrator's spouse and eligible dependent(s) for a dental plan having benefits essentially equivalent to the present Delta Dental Plan 1300. Coverage to be maintained at the level that became effective July 1, 1989. The dental plan is a contract between the administrator and the insurance carrier. Any dispute over a claim for any benefits extended by the dental plan must be resolved in accordance with the dispute resolution provisions of that contract.

13. Income Protection Plan: The District shall pay the premium, for each administrator, for an income protection insurance plan. The language of the Master Policy shall be controlling. The income protection plan is a contract between the administrator and the insurance carrier. Any dispute over a claim for any benefits extended by the income protection plan must be resolved in accordance with the dispute resolution provisions of that contract.

a) Generally, in the event that an administrator becomes totally disabled, that administrator is eligible to receive 66 2/3% of the salary the administrator was entitled to up to \$6,000.00 per month, on a 12-month pro-rata basis, if the administrator would have been able to work on their disability date.

b) The administrator must wait a minimum of sixty days or the end of sick leave; whichever is greater, from the date of total disability until the benefits begin. This is called the elimination period and the administrator will not be paid for this period. However, if the administrator so chooses, they may elect to reserve sufficient forty-five (45) sick days to satisfy the waiting period for a subsequent qualification for payment of income protection. This is a brief and summary explanation of this benefit.

Please refer to the LONG TERM DISABILITY BENEFIT BOOKLET for a more complete and detailed explanation of the policy.

14. Indemnity Clause: The District agrees that it shall defend, hold harmless and indemnify Act 93 Administrators from any and all demands, claims, suits, actions and legal proceedings brought against the administrator in their individual capacity or official capacity as agent and employee of the District, provided the incident arose while the administrator was acting within the scope of their employment and excluding criminal litigation and as such, liability

coverage is within the authority of the Board to be provided under State law. The Board shall provide public liability insurance for the administrator to cover legal expenses in defense of claims and payment of judgments resulting from his/her functioning as district administrator.

15. Retirement Benefit: Administrators who have at least 10 years of administrative service OR a total of 15 years of total service to the Montoursville Area School District shall be entitled to receive the following benefit:

- a) Receive the equivalent dollar amount equal to 7 years of paid single rate coverage health insurance at the time of retirement for the benefit of the administrator only and not to exceed \$10,000 in 2022-2023 and 2023-2024. Administrators who retire in 2024-2025, 2025-2026, or 2026-2027 will receive the dollar amount equal to 7 years of paid single rate coverage health insurance at the time of retirement for the benefit of the administrator only minus a 15% premium share contribution each year based on the single rate insurance premium at the time of retirement.

An administrator, to be eligible for either retirement benefit option, must:

- a) Submit a valid written resignation at least 90 school days prior to the date of retirement;
- b) Submit to the Pennsylvania Public School Employees Retirement System (PSERS) the official application for retirement benefits; and
- c) Must retire from service within the public schools of Pennsylvania in accordance with PSERS requirements.

For purposes of this paragraph, the date of the separation from public education is defined as the date, which the administrator submits to the Pennsylvania Public School Employees Retirement System as the "date on which last service was rendered".

This benefit applies only to administrators who qualify for benefits upon retirement under the Pennsylvania Public School Employees Retirement System. Payment under the provisions of this policy is limited to payment upon retirement. This is not a death benefit; no payment will be made upon death. An administrator shall be eligible to receive a retirement benefit one (1) time only.

This policy applies only to the official provisions for retirement under the Pennsylvania Public School Employees Retirement System and is restricted to superannuation retirement, disability retirement or early retirement.

Payment under this policy cannot be assigned or transferred. Retirees must have a minimum of ten (10) years of administrative service or 15 total years of service in the Montoursville Area School District to be eligible for this benefit. This payment would be deposited into the administrator's TSA/403(b) account.

16. Leaves of Absence: One (1) day per year of leave may be granted to an administrator in the following circumstances:

- a) In case of an emergency which shall be defined as an unforeseen situation requiring immediate action by an administrator to avoid disaster, including imminent danger to

the home occupied by the administrator, or imminent harm to the health or safety of the administrator or a member of his immediate family.

- b) To attend to the following personal matters providing every effort has been made to schedule them other than during school time: real estate or mortgage closing, unusual medical or dental problems, which do not qualify as sick leave and religious holidays.
- c) To attend graduation ceremonies, moving to another home, taking children to college where the attendance of the administrator is required.

The reasons for taking leave shall be submitted to the District Superintendent in writing in advance unless that is impossible, and in that event the reason shall be submitted later. This leave is not intended to provide extra days of vacation or an extension of sick leave or additional personal days. If the District Superintendent finds that an administrator was not entitled to a leave under the above policy, then a payroll deduction may be made for the day.

17. Vacation Days: Vacation leave will be provided to each administrator by the school district in the quantity of 20 paid vacation days per fiscal year of the agreement. Unused vacation days may be carried over and accumulated from year to year. A maximum of 25 vacation days may be accumulated for a given year. An administrator shall also have the option to be paid for up to 5 unused vacation days at the individual administrator's per diem rate for each year of the agreement. Per diem rate for each administrator will be based on 260 working days.

18. Sick Days: An administrator may use up to three (3) days of his/her yearly allotted twelve (12) days of sick leave to tend to the needs of a sick member of the administrator's immediate family. These family illness days shall not accumulate year to year. For the purposes of this section, immediate family shall be defined as father, mother, spouse, son, daughter, step-son and step-daughter. Upon retirement, administrative employees may elect to donate five (5) unused sick days to the District sick bank.

Upon retirement, the District shall make a one-time payment at a rate of \$50 per day for any accrued unused sick days (up to a maximum of 100 days). This payment would be deposited into the administrator's TSA/403(b) account.

19. Personal Days: Each administrator will be allowed two paid (2) personal days of absence during the school term. However, administrators who terminate their employment at the end of the first semester shall only be entitled to one paid (1) personal day. Written request for such leave shall be submitted on a form supplied by the District by 9:00 a.m. the day before the leave is to be taken. Personal leave days not taken in the current school year may be accumulated to a total of four (4). Each administrator shall be paid for personal days not taken or accumulated at the individual administrator's per diem rate for each year of the agreement.

20. Bereavement Leave: Administrators shall be entitled to a total of five days of leave with full pay for absence due to death in their immediate family. For the purposes of this paragraph,

“Immediate Family” shall mean one’s spouse, child, step-child, father, mother, brother, sister, son-in-law, daughter-in-law, parent-in-law, grandparent, grandchild, step-father, step-mother, step-brother, step-sister.

The five (5) days so allowed may be taken in any number immediately following the occurrence of death, unless circumstances determined by the Superintendent justify reasonable modification of the adjacency requirement. However, in the event that absence is incurred preceding an anticipated death, and death does not occur, the administrator is not entitled to the pay benefits of the provision.

Full salary will be paid for one (1) day of absence due to the death of a near relative. Near relative designation includes first cousin, aunt, uncle, nephew, niece, brother-in-law, and sister-in-law. One additional day will be paid for death of a near relative when the administrator is required to travel two hundred (200) or more miles one way to the funeral.

21. Professional Dues: The School Board will pay for one professional organization not to exceed \$600.00 per year. The professional organization should be related to the administrator’s position and is subject to the approval of the superintendent.
22. Certification: The district will pay the fee for an administrator to take the test for additional public school administrative certification, subject to the following stipulations: (a) the administrator must be currently serving as a Montoursville Area School District administrator; (b) the administrator must have five (5) years of service with the district as an administrator; (c) the district will pay for an administrator to take the test once every three (3) years; (d) the district will pay for a particular test only one time per administrator; (e) the reimbursement must be pre-approved by the superintendent; and (f) the administrator must repay the fee to the district if he/she does not remain with the district for the entire year (July 1 through June 30) following the test.
23. Long-Term Care Plan: The District shall pay the premium, for each administrator, for a long-term care indemnity insurance plan. The District shall pay a maximum of the premium in effect at the inception of the plan, not to exceed \$175.00. In the event the premium increases, the administrator shall be required to pay the increase in the premium. The long-term care indemnity insurance plan is a contract between the administrator and the insurance carrier. Any dispute arising from or related to the long-term care indemnity insurance plan must be resolved in accordance with the dispute resolution provisions of that contract.
24. District Contributions: Administrators are also entitled to Social Security and Medicare contributions as required by law, retirement contributions to Pennsylvania State Employees Retirement System, workers’ compensation, and unemployment compensation insurance.
25. Adjustments: Nothing in this PLAN shall prohibit the Board from adjusting the salary of an administrator to reflect experience, job responsibilities, degrees obtained, or other factors justifying an adjustment.

The parties hereto have agreed to the terms and conditions of the Administrative Compensation Plan this _____ day of _____, 2022.

ACT 93 ADMINISTRATION REPRESENTATIVES

MONTOURSVILLE AREA SCHOOL District

School Board President

School Board Secretary

Revision Number (for BSE use only): _____

SPECIAL EDUCATION PLAN REVISION NOTICE (SEPRN) **INTERMEDIATE UNIT SUBMISSION ONLY**

Anticipated date of Implementation 8/25/2022Intermediate Unit: Intermediate Unit #17 BLASTContact Person: Amy Martell, Ed.D.Phone Number: 570-508-4118Email Address: amartell@ku17.org

Operated by:	School Year:	AUN Number:
BLAST IU17	2021-2022	117000000

PROPOSED ACTION:

Box A

- ☐ DELETE
☐ NEW (Complete Facilities Section)
☐ MOVE (Complete Facilities Section)
☐ CASELOAD VARIANCE
☐ CHANGE
☒ TRANSFER OF ENTITY

CHECK ONE OR BOTH BELOW:

Box B

- ☒ POSITION
☒ CLASS

DESCRIPTION OF PROPOSED ACTION:

Use Additional Sheets If Necessary

- Program profile:
 - Name of staff member: Stephanie Matlack
 - Affected FTE of staff: 1.0
 - Type of class/position title: Learning Support
 - Type of support (e.g., Itinerant, Supplemental, Full time): Supplemental
 - Present location of class: C.E. Loyalsock Valley Elementary School, Montoursville Area School District
 - No. of students affected: 12 students
- Proposed Building Location *if different from Present Location of Class complete the appropriate Facilities Section.* No change, at present location.
- For Transfer of Entity: Is the location to be changed? If so, to where?
Location unchanged

Executive Director

Date

Christina Basso
 Superintendent

3-22-22
 Date

Revision Number (for BSE use only): _____

SPECIAL EDUCATION PLAN REVISION NOTICE (SEPRN)
INTERMEDIATE UNIT SUBMISSION ONLY

Anticipated date of Implementation 8 / 25 / 2022

Intermediate Unit: Intermediate Unit #17 BLAST

Contact Person: Amy Martelli, Ed.D.

Phone Number: 570-506-4116

Email Address: amartelli@iu17.org

Operated by:	School Year:	AUN Number:
BLAST IU17	2021-2022	117000000

PROPOSED ACTION:

Box A

- ☐ DELETE
- ☐ NEW (Complete Facilities Section)
- ☐ MOVE (Complete Facilities Section)
- ☐ CASELOAD VARIANCE
- ☐ CHANGE
- ☒ TRANSFER OF ENTITY

CHECK ONE OR BOTH BELOW:

Box B

- ☒ POSITION
- ☒ CLASS

DESCRIPTION OF PROPOSED ACTION:

Use Additional Sheets If Necessary

1. Program profile:
 - a. Name of staff member: Kieraha Whitehead
 - b. Affected FTE of staff: 1.0
 - c. Type of class/position title: Learning Support
 - d. Type of support (e.g., Itinerant, Supplemental, Full time): Supplemental
 - e. Present location of class C.E. McCall Middle School, Montoursville Area School District
 - f. No. of students affected: 11 students
2. Proposed Building Location if different from Present Location of Class complete the appropriate Facilities Section. No change, at present location.
3. For Transfer of Entity: Is the location to be changed? If so, to where?
Location unchanged

Executive Director

Date

Christina Drenth
Superintendent

3-22-22
Date



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, 2022 to June 30, 2023

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.

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, protests 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, 2022** and may be renewed, by mutual agreement, for up to 0 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

SFA Authorized Representative Signature

FSMC Authorized Representative Signature

Brandy N. Smith

Printed Name of SFA Authorized Representative

Mary Kay Bukeavich

Printed Name of FSMC Authorized Representative

Business Manager

SFA Authorized Representative Title

Regional Manager

FSMC Authorized Representative Title

Appendix A

SFA Renewal Certification of Acknowledgement

Initial below 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 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 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 not be involved 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 hereby 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 further 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.

Printed Name of SFA Authorized Representative

Brandy N. Smith

SFA Authorized Representative Title

Business Manager

SFA Authorized Representative Signature

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 Bukeavich, 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 hereby 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 Montourville 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.

Printed Name of FSMC Authorized Representative _____ Mary Kay Bukeavich _____

FSMC Authorized Representative Title _____ Regional Manager _____

FSMC Authorized Representative Signature _____

Appendix C

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

The Nutrition Group

FSMC

SFA Authorized Representative Signature

Brandy N. Smith

Printed Name of SFA Authorized Representative

FSMC Authorized Representative Signature

Mary Kay Bukeavich

Printed Name of FSMC Authorized Representative

Business Manager

SFA Authorized Representative Title

Regional Manager

FSMC Authorized Representative Title

Appendix D

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.

FSMC

The Nutrition Group

Printed Name of FSMC Authorized Representative

Mary Kay Bukeavich

FSMC Authorized Representative Title

Regional Manager

FSMC Authorized Representative Signature

Appendix E

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.

FSMC

The Nutrition Group

Printed Name of FSMC Authorized Representative

Mary Kay Bukeavich

FSMC Authorized Representative Title

Regional Manager

FSMC Authorized Representative Signature

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

Page 11 of 33BJM/YW

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 Projected Operating Costs

SFA : Montoursville Area School District

Contract Begin Date 07/01/2022

FSMC: The Nutrition Group (Break-even guarantee)

Contract End Date 06/30/2023

Days of Service 182

Section 1 - Actual "In-School" Revenue

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

BREAKFASTS:	MEALS	RATES	REVENUE
Elementary Paid	6,370	\$ 1.10	\$ 7,007.00
Elementary Tiered Paid	0	\$ 0.00	\$ 0.00
Elementary Reduced Price	910	\$ 0.30	\$ 273.00
Middle Paid	0	\$ 0.00	\$ 0.00
Middle Tiered Paid	0	\$ 0.00	\$ 0.00
Middle Reduced Price			\$ 0.00
Secondary Paid	2,184	\$ 1.10	\$ 2,402.40
Secondary Tiered Paid	0	\$ 0.00	\$ 0.00
Secondary Reduced Price	546	\$ 0.30	\$ 163.80
Adult Paid	0	\$ 0.00	\$ 0.00
A la Carte Sales	0	\$ 0.00	\$ 0.00
Subtotal Breakfasts	10,010		\$ 9,846.20
LUNCHES:			
Elementary Paid	16,198	\$ 2.60	\$ 42,114.80
Elementary Tiered Paid	0	\$ 0.00	\$ 0.00
Elementary Reduced Price	728	\$ 0.40	\$ 291.20
Middle Paid	0	\$ 0.00	\$ 0.00
Middle Tiered Paid	0	\$ 0.00	\$ 0.00
Middle Reduced Price	0	\$ 0.00	\$ 0.00
Secondary Paid	69,160	\$ 2.75	\$ 190,190.00
Secondary Tiered Paid	0	\$ 0.00	\$ 0.00
Secondary Reduced Price	7,280	\$ 0.40	\$ 2,912.00
Adult Paid	10,920	\$ 1.00	\$ 10,920.00
A la Carte Sales	94,640	\$ 1.00	\$ 94,640.00
Subtotal Lunches	93,366		\$ 341,068.00
SNACKS/SUPPLEMENTS:			
Paid	0	\$ 0.00	\$ 0.00
Reduced Price	0	\$ 0.00	\$ 0.00
Adult Paid	0	\$ 0.00	\$ 0.00
A la Carte Sales	0	\$ 0.00	\$ 0.00
Subtotal Snacks/Supplements	0		\$ 0.00
OTHER:			
Special Milk			\$ 0.00
Vending Machine Sales			
Subtotal Other			\$ 0.00
Total "In-School" Revenue	103,376		\$ 350,914.20

SNP Fixed Price Projected Operating Costs

SFA Name: Montoursville Area School DistrictContract Begin Date: 07/01/2022

Section 2 - Federal Reimbursements			
To be completed by SFA (include SSO Reimbursements, if applicable)			
<u>BREAKFASTS:</u>	<u>MEALS</u>	<u>RATES</u>	<u>Reimbursements</u>
Free	0	\$ 1.97	\$ 0.00
Free, Severe Need	24,752	\$ 2.35	\$ 58,167.20
Reduced	0	\$ 1.67	\$ 0.00
Reduced, Severe Need	1,456	\$ 2.05	\$ 2,984.80
Paid	8,554	\$ 0.33	\$ 2,822.82
Subtotal Breakfasts	34,762		\$ 63,974.82
<u>HIGH RATE LUNCHES:</u>			
Free	0	\$ 3.68	\$ 0.00
Reduced	0	\$ 3.28	\$ 0.00
Paid	0	\$ 0.37	\$ 0.00
Subtotal High Rate Lunches	0		\$ 0.00
<u>LOW RATE LUNCHES:</u>			
Free	77,714	\$ 3.66	\$ 284,433.24
Reduced	8,008	\$ 3.26	\$ 26,106.08
Paid	85,358	\$ 0.35	\$ 29,875.30
Subtotal Low Rate Lunches	171,080		\$ 340,414.62
<u>SNACKS/SUPPLEMENTS:</u>			
Free	0	\$ 1.00	\$ 0.00
Reduced	0	\$ 0.50	\$ 0.00
Paid	0	\$ 0.09	\$ 0.00
Subtotal Snacks/Supplements	0		\$ 0.00
<u>SPECIAL MILK:</u>			
Paid	0	\$ 0.22	\$ 0.00
<u>Performance Based Reimbursement (if certified):</u>			
Lunches	171,080	\$ 0.07	\$ 11,975.60
Total Federal Reimbursement	205,842		\$ 416,365.04

SNP Fixed Price Projected Operating Costs

SFA Name: Montoursville Area School DistrictContract Begin Date: 07/01/2022

Section 3 - State Reimbursements			
To be completed by SFA (include SSO Reimbursements, if applicable)			
<u>BREAKFASTS:</u>	<u>MEALS</u>	<u>RATES</u>	<u>Reimbursements</u>
Free	0	\$ 0.10	\$ 0.00
Free, Severe Need	24,752	\$ 0.10	\$ 2,475.20
Reduced	0	\$ 0.10	\$ 0.00
Reduced, Severe	1,456	\$ 0.10	\$ 145.60
Need Paid	8,554	\$ 0.10	\$ 855.40
Subtotal Breakfasts	34,762		\$ 3,476.20
<u>LUNCHES:</u>			
Free	77,714	\$ 0.10	\$ 7,771.40
Reduced	8,008	\$ 0.10	\$ 800.80
Paid	85,358	\$ 0.10	\$ 8,535.80
Additional amount for Lunch if Breakfast participation <=20%	127,218	\$ 0.02	\$ 2,544.36
Additional amount for Lunch if Breakfast participation >20%	43,862	\$ 0.04	\$ 1,754.48
Subtotal Lunches	171,080		\$ 21,406.84
Total State Reimbursement	205,842		\$ 24,883.04
Section 4 - Other Income			
To be completed by SFA			
Other Income: Internal Catering (Special Functions)			\$ 2,730.00
Other Income: External Catering (To Outside Organizations)			\$ 0.00
Other Income: Sponsor-to-Sponsor Agreements (Sold to other Sponsors of Child Nutrition Programs)			\$ 0.00
Interest Income			\$ 5,575.37
Total Other Income			\$ 8,305.37
Revenue Summary			
Total "In-School Revenue"			\$ 350,914.20
Total All Reimbursements			\$ 441,248.08
Total Other Income			\$ 8,305.37
Total Revenue			\$ 800,467.65
Commodity Usage @	\$ 0.2600	171,080	-\$ 44,480.80

SNP Fixed Price Projected Operating Costs

SFA Name: Montoursville Area School DistrictContract Begin Date: 07/01/2022

Section 5 - Meal Equivalents

A la Carte Meal Equivalents

Federal reimb. - free, high lunch		A la carte revenue	\$ 94,640.00
Federal reimb. - free, low lunch	\$ 3.6600	Adult meal revenue	\$ 10,920.00
Performance Based reimb.	\$ 0.0700	Vending Sales	\$ 0.00
State reimb. - free, lunch	\$ 0.1000		\$ 105,560.00
Commodity Usage	\$ 0.2600		
Total	\$ 4.0900	Meal Equivalents	25,809
		Reimbursable Meals	205,842
		Total Meals	231,651

Section 6 - SFA Costs

To be completed by SFA (if applicable)

EXPENSES:**TOTAL COST****Direct Labor and Benefits**

SFA Labor Costs (must equal to grand total on Attachment 6)	\$ 108,884.69
SFA Fringe Costs (must equal to grand total on Attachment 7)	\$ 65,706.19
Subtotal Labor and Benefits	\$ 174,590.88

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	\$ 174,590.88
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SNP Fixed Price Projected Operating Costs

SFA Name: Montoursville Area School DistrictContract Begin Date: 07/01/2022**Section 7 - FSMC Costs****To be completed by FSMC****Projected Total Meals: 231,651****EXPENSES:****COST PER MEAL****Food Cost-Including Commodities****\$ 1.4779**

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**\$ 0.0130****Direct Labor and Benefits**

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

\$ 0.9256

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

\$ 0.2066**Subtotal Labor and Benefits \$ 1.1322****Direct Costs**

Accounting	\$ 0.0183
Background Checks, Fingerprinting, and/or Drug Testing	
Car/Truck Rental and/or Mileage	\$ 0.0069
China, Silverware, Glassware	\$ 0.0002
Cleaning and Janitorial Supplies	\$ 0.0431
Computer and Technology	\$ 0.0072
Courier Services (Air & Ground)	
Dues/Subscriptions	
Employee Meals	
Employee Recruitment and Advertising	\$ 0.0122
Equipment Depreciation/Rental/Buy Back Investment	
Equipment Maintenance	
Equipment Repairs	
Equipment Replacement - Expendable	\$ 0.0001
Freight and Delivery Charges	
Insurance (Liability, Workman's Compensation, Vehicle, etc.)	\$ 0.0122
Licenses and/or Permits	
Office Supplies and Printing	\$ 0.0022
Paper Products and Disposable Supplies	\$ 0.0719
Payroll Processing	\$ 0.0196
Performance Bond	
POS Systems, Support and Service	
Postage	
Promotional Materials (Program Specific)	\$ 0.0237
Smallware/Replacement Wares	
Staff Training and Certification	\$ 0.0146
Storage Costs (Food and/or supplies)	

SNP Fixed Price Projected Operating Costs

SFA Name: Montoursville Area School DistrictContract Begin Date: 07/01/2022**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	\$ 0.0013
Vending Rental	
Wellness Programs and materials	\$ 0.0067
Subtotal Direct Costs	\$ 0.2402
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 Internal Catering (Special Functions) (enter as a negative number)	-\$ 0.0069
Less: All costs related to External Catering (To Outside Organizations) (enter as a negative number)	
Less: All costs related to Sponsor-to-Sponsor Agreement(s)(Sold to other Sponsors) (enter as a negative number)	
Administration Fee - Cannot include any costs already covered in other categories. Documentation must be provided outlining all methodologies used to calculate the Administrative Fees on Attachment 9.	
CORPORATE OVERHEAD: BUSINESS OFFICE EXP	\$ 0.0412
CORPORATE OVERHEAD: UPPER MGT EXP	\$ 0.0236
CORPORATE OVERHEAD: SUPPORT SERVICE EXP	\$ 0.0088
Subtotal Administrative Fee	\$ 0.0736
FSMC Management Fee (enter the fee that will be charged to manage the program)	\$ 0.0681
Subtotal FSMC Cost Per Meal	\$ 2.9981
Less Rebates, Discounts and Applicable Credits (Enter as a negative number)	-\$ 0.0672
Total FSMC Cost Per Meal	\$ 2.9309

SNP Fixed Price Projected Operating Costs

SFA Name: Montoursville Area School DistrictContract Begin Date: 07/01/2022

Section 7 - FSMC Costs (continued)

Select whether there is a Guarantee:

There is a Guarantee.

Guarantee to SFA - If there is a Guarantee, documentation must be provided outlining all formulas, methodologies and contingencies on Attachment; regardless of Guarantee amount. \$ 0.00

Cost per meal x meals	\$ 678,945.92
Special Functions	\$ 1,598.39
Catering	\$ 0.00
Sponsor to Sponsor	\$ 0.00
Commodity	-\$ 44,480.80
TOTAL COST	\$ 636,063.51

Total FSMC Costs	\$ 636,063.51
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Section 8 - Contract Summary

SUMMARY

Total Revenue Total	\$ 800,467.65
SFA Costs Total	\$ 174,590.88
FSMC Costs	\$ 636,063.51

School Nutrition Program-Profit or (Loss)	-\$ 10,186.74
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Summary of FSMC Labor

Enter the subtotals from the FSMC Labor Worksheets.

FSMC: The Nutrition Group

For SFA: Montoursville Area School District

Subtotal Page 1	\$ 207,857.61
Subtotal Page 2	\$ 6,561.10
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: \$ 214,418.71

For Fixed Price Contracts

Number of Meals	231,651	Cost Per Meal	\$ 0.9256
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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: Montoursville Area School District

Site Name	Position	Hourly Rate	Daily Hours	# of Days Paid	Total Wages
Management	Food Service Director	\$ 52,075.75	1.00	1	\$ 52,075.75
HS	Worker	\$ 10.56	5.50	185	\$ 10,744.80
HS	Worker	\$ 11.47	5.50	185	\$ 11,670.73
HS	Worker	\$ 10.61	4.00	185	\$ 7,851.40
McCall	Worker	\$ 10.93	5.50	185	\$ 11,121.28
McCall	Worker	\$ 12.98	6.50	189	\$ 15,945.93
McCall	Worker	\$ 10.30	5.00	182	\$ 9,373.00
McCall	Worker	\$ 10.61	4.50	182	\$ 8,689.59
McCall	Worker	\$ 12.98	5.50	182	\$ 12,992.98
Lyter	Worker	\$ 10.61	4.00	185	\$ 7,851.40
Lyter	Worker	\$ 10.61	4.00	185	\$ 7,851.40
Lyter	Worker	\$ 10.61	6.75	185	\$ 13,249.24
Lyter	Worker	\$ 14.85	7.50	189	\$ 21,049.88
Lyter	Worker	\$ 10.00	4.00	182	\$ 7,280.00
Valley	Worker	\$ 10.93	5.00	185	\$ 10,110.25

Sub Total: \$ 207,857.61

Page 1 of 2

Enter on Summary of FSMC Labor

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 Area School District

Site Name	Position	Hourly Rate	Daily Hours	# of Days Paid	Total Wages
Valley	Worker	\$ 10.30	3.50	182	\$ 6,561.10
		\$ 0.00	0.00	0	\$ 0.00
		\$ 0.00	0.00	0	\$ 0.00
		\$ 0.00	0.00	0	\$ 0.00
		\$ 0.00	0.00	0	\$ 0.00
		\$ 0.00	0.00	0	\$ 0.00
		\$ 0.00	0.00	0	\$ 0.00
		\$ 0.00	0.00	0	\$ 0.00
		\$ 0.00	0.00	0	\$ 0.00
		\$ 0.00	0.00	0	\$ 0.00
		\$ 0.00	0.00	0	\$ 0.00
		\$ 0.00	0.00	0	\$ 0.00
		\$ 0.00	0.00	0	\$ 0.00
		\$ 0.00	0.00	0	\$ 0.00
		\$ 0.00	0.00	0	\$ 0.00
		\$ 0.00	0.00	0	\$ 0.00

Sub Total: \$ 6,561.10

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 School District

Subtotal Page 1	\$ 46,343.90
Subtotal Page 2	\$ 1,525.46
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: \$ 47,869.36

For Fixed Price Contracts

Number of Meals	231,651	Cost Per Meal	\$ 0.2066
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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 Area School District

Site Name	Position	PLACE AN X IN THE APPROPRIATE BOXES														Total Fringe Benefits
		Single	Single +1	Family	Dental	Disability	Hospitalization	Life	Longevity or Annuity	Retirement	Social Security	Unemployment	Vision	Worker's Comp	Other	
Management	Food Service Director						X	X		X	X	X		X		\$ 13,345.20
HS	Worker										X	X		X		\$ 2,383.22
HS	Worker										X	X		X		\$ 2,500.35
HS	Worker										X	X		X		\$ 1,815.23
McCall	Worker										X	X		X		\$ 2,430.84
McCall	Worker										X	X		X		\$ 3,041.16
McCall	Workerc										X	X		X		\$ 2,150.75
McCall	Worker										X	X		X		\$ 2,000.05
McCall	Worker										X	X		X		\$ 2,667.61
McCall	Worker										X	X		X		\$ 1,815.23
Lyter	Worker										X	X		X		\$ 1,815.23
Lyter	Worker										X	X		X		\$ 2,700.03
Lyter	Worker										X	X		X		\$ 3,686.81
Lyter	Worker										X	X		X		\$ 1,689.24
Valley	Worker										X	X		X		\$ 2,302.95

Sub Total: \$ 46,343.90

FSMC: The Nutrition Group

For SFA: Montoursville Area School District

[illegible]

Sub Total: \$ 1,525.46

Enter on Summary of FSMC Fringe Benefits

Summary of SFA Labor

Enter the subtotals from the SFA Labor Worksheets.

SFA: Montoursville Area School District

Subtotal Page 1	\$ 108,884.69
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:	\$ 108,884.69
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SFA Labor

Labor to be completed by SFA for SFA Staff

Worksheet must accurately reflect any and all employees employed by the SFA

SFA: Montoursville Area School District

Site Name	Position	Hourly Rate	Daily Hours	# of Days Paid	Total Wages
Valley	Head Cook	\$ 15.84	7.00	197	\$ 21,843.36
HS	Head Cook	\$ 18.34	7.50	197	\$ 27,097.35
HS	Asst. Cook	\$ 18.34	7.25	197	\$ 26,194.11
HS	Worker	\$ 11.35	5.50	186	\$ 11,611.05
HS	Worker	\$ 11.35	5.75	186	\$ 12,138.83
HS	Worker	\$ 10,000.00	1.00	1	\$ 10,000.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00
					\$ 0.00

Sub Total: \$ 108,884.69

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: The Nutrition Group

Subtotal Page 1	\$ 65,706.19
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:	\$ 65,706.19

SFA Benefits

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

SFA: Montoursville Area School District

		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	Worker's Comp	Other	Total Fringe Benefits
Valley	Head Cook		X		X		X	X		X	X					\$ 27,017.49
HS	Head Cook	X			X		X	X		X	X					\$ 15,820.73
HS	Asst. Cook	X			X		X	X		X	X					\$ 15,626.94
HS	Worker									X	X					\$ 2,491.15
HS	Worker									X	X					\$ 2,604.38
HS	Secratary									X	X					\$ 2,145.50

Page 30 of 33BIM/YW

Sub Total: \$ 65,706.19

Enter on Summary of SFA Fringe Benefits
--

SFA Site Listing
General Data and Services to be Provided
SFA: Montoursville Area School District

Site Name	Address	Grade Levels	Self-Prep or Satellite	# of Serving Periods (Lunch)	Meal Service Times			Services to be Provided										# of Serving Days
								Breakfast				Lunch				After School Snack	Special Milk Program	
					Breakfast	Lunch	Afterschool Snack	Meal	Offer vs. Serve	A la Carte	Adult Meals	Meal	Offer vs. Serve	A la Carte	Adult Meals		Pre-K and/or Kindergarten	
High School	700 Mulberry St.Montoursville, PA 17754	9-12	SP	4	7:45- 8:15	10:15-12:26	NA	X	X	X	X	X	X	X			182	
McCall Middle School	600 Willow Street, Montoursville, PA 17754	5-8	SP	4	7:45-8:15	10:20-12:40	NA	X	X	X	X	X	X	X			182	
Lyter Elementary	900 Spruce St. Montoursville, PA 17754	K-4	SP	4	7:45- 8:15	10:45-1:30	NA	X	X	X	X	X	X	X			182	
Loyalsock Valley Elem	3790 State Rt. 87, Montoursville, PA. 17754	K-4	SP	2	7:45- 8:15	11:20-12:30	NA	X	X	X	X	X	X	X			182	

SFA: Montoursville Area School District

[illegible]

SFA Site Listing
General Data and Services to be Provided
SFA: Montoursville Area School District

Site Name	Address	Grade Levels	Self-Prep or Satellite	# of Serving Periods (Lunch)	Meal Service Times			Services to be Provided								# of Serving Days		
								Breakfast				Lunch			After School Snack		Special Milk Program	
					Breakfast	Lunch	Afterschool Snack	Meal	Offer vs. Serve	A la Carte	Adult Meals	Meal	Offer vs. Serve	A la Carte				Adult Meals



Central Susquehanna
Intermediate Unit

Exhibit 1.b
Central Susquehanna Intermediate Unit
Computer Service Rates 2022-2023

School entity only (not applicable to IU, AVTS/Technical Institute or government agency)

Annual hosted subscription rates – Student Information System:

PER STUDENT BILLING TIERS*	ANNUAL PER STUDENT RATE	ANNUAL SUPPORT ALLOWANCE
Annual flat fee	\$140	
1 – 2000	15.40	50 hours/year
2,001 – 4,000	7.76	60 hours/year
4,001 – 7,500	0.00	60 hours/year
Over 7,500 students	3.93	70 hours/year

*There is an annual minimum charge of \$9,800 which includes a support allowance of 40 hours/year.

- Annual fees are calculated based upon the most recent audited PIMS enrollment totals, posted on the PDE website. Excess support, data conversions, and onsite or customized training are billed monthly at \$97/hr. Consulting, SIF Services and staff augmentation are billable at \$120/hr. Custom programming, if approved, is billable at \$134/hr. Travel time is billable at the same rate as the service rendered.
- Time for support exceeding the support allowance will be billed at the then-current hourly rate.
- The CSIU SIS does not qualify for inclusion in the calculation of a free application or as a free application.
- CSIU's Student Information System is a third-party product (eSchoolData, LLC.) for which CSIU assumes hosting, training, support and co-development responsibilities.
- Please contact CSIU for pricing if implementation is scheduled mid-year (fees and associated support hours are prorated).
- Contact CSIU for pricing information regarding SIF Agents/Zone Integration Server software or standard integration modules for other vendor software.
- Services do not include any form of paper, labels, checks, envelopes, special forms or printing services.

Training:

Group webinars	Included at no additional charge
Group classroom training @ CSIU	Included at no additional charge
Group classroom training @ regional site	Included at no additional charge
Individual phone training	Included at no additional charge ¹
Custom and on-site training	Quoted on an individual basis

- Group webinars and trainings are pre-scheduled, multi-client trainings.



Central Susquehanna
Intermediate Unit

- Teacher training is the responsibility of appointed lead trainers for the district that are trained by CSIU. After the initial lead trainer training, CSIU will provide a onetime free (one day) onsite teacher gradebook and/or POS Task Tracking Module training. Scheduled group classroom trainings for these lead trainers are provided at no additional charge, within reason, at CSIU or CSIU-approved regional training sites.

*Individual phone training must be pre-scheduled, at least one hour in length, and is offered with the expectation that district staff regularly attend free group trainings. Phone training is subject to CSIU staff availability and generally not available at peak times, so please plan accordingly.

Signature of client representative below indicates agreement with all of the above specified conditions.

SIGNATURE: _____

TITLE: _____

PRINT NAME: _____

DISTRICT/AGENCY NAME: _____

DATE: _____



Central Susquehanna
Intermediate Unit

Exhibit 1.d
Central Susquehanna Intermediate Unit
Computer Service Rates 2022-2023

Annual hosted subscription rates – On-Line Registration

PER STUDENT BILLING TIERS	ANNUAL PER STUDENT RATE	ANNUAL SUPPORT ALLOWANCE
1 – 20,000	\$1.00	Falls under bundled SIS support time.

- On-Line Registration is a third-party product of eSchoolData, LLC. for which CSIU assumes hosting, training, support and co-development responsibilities.
- Annual fees are calculated based upon the most recent audited PIMS enrollment totals, posted on the PDE website.
- Time for support exceeding your bundled SIS support allowance will be billed at the “then-current” hourly rate.
- On-Line Registration does not qualify for inclusion in the calculation of a free application or as a free application.
- Please contact CSIU for pricing if implementation is scheduled mid-year (fees may be prorated on a half year basis)

Training:

Group webinars	Included at no additional charge
Group classroom training @ CSIU	Included at no additional charge
Group classroom training @ regional site	Included at no additional charge
Individual phone training	Included at no additional charge [†]
Custom and on-site training	Quoted on an individual basis

- Group webinars and trainings are pre-scheduled, multi-client trainings.

[†]Individual phone training must be pre-scheduled, at least one hour in length, and is offered with the expectation that district staff regularly attend free group trainings. Phone training is subject to CSIU staff availability and generally not available at peak times, so please plan accordingly.

Signature of client representative below indicates agreement with all of the above specified conditions.

SIGNATURE: _____

TITLE: _____

PRINT NAME: _____

DISTRICT/AGENCY NAME: _____

DATE: _____

Exhibit 2 - CSIU

Application Service Provider Information Security Specifications

Provider Location: CSIU Main Office, 90 Lawton Lane, Milton, PA 17847

Client Representatives: CSIU Computer Services staff

1. Physical controls in place for security assurance

- a. Hosted systems are maintained in our data center.
- b. Access to the data center is monitored electronically. Personnel entering the room without electronic passes are admitted only by authorized personnel. Additionally, the data center is located behind secured doors in a passage designated for CSIU personnel only. Finally, all entrances to the building are monitored electronically, by camera, and by front desk personnel, thus presenting four levels of security.
- c. Staff access to the application servers and software is restricted to a separate domain than CSIU staff. Temporary access to client data is granted to staff on an 'as needed' basis for resolving client-initiated calls. This access to client data automatically "times-out" at the end of an established access period, and is unique to each request; hence, an audit trail is established. Also, these occurrences are documented regarding need, date, and time.
- d. The datacenter is equipped with smoke detectors and an automatic fire suppression system (HFC-125 Extinguishing System). The system is interconnected and monitored by a third-party alarm company which reports incidents to the Union County 911 Center as needed. There is also air conditioning with a second back-up unit.
- e. The entire main CSIU office is supported by a diesel generator that comes on-line, within seconds, in the event of a power outage. This generator can provide the full electrical capacity for the facility and can run for multiple days at a time if there is diesel fuel available. Weekly tests are completed to ensure this generator is in proper working order.

2. Security Safeguards based on auditor recommendations

a. Security Protocols for Windows Servers:

- User accounts are locked after three incorrect login attempts and must be unlocked manually by an authorized staff member.
- User passwords must be changed every 30 days.
- The minimum length of any password is eight characters and must include three of the four categories: uppercase letters (A-Z), lowercase letters (a-z), numeric (0-9), or special characters (for example, !\$#,%).
- The system logs the previous ten passwords for each user, requiring that none of the previous ten passwords can be repeated.
- Accounts that are inactive for more than 3 months are disabled and only re-enabled upon client request.
- Clients logged into a session that remains inactive (no keyboard or mouse activity) for more than 60 minutes will be logged off.

b. Web-Based Student Information System (SIS)

- Clients logged into a session that remains inactive (no page updates) for more than 60 minutes will be logged off automatically.
- User accounts are locked after three incorrect login attempts and must be unlocked manually by an authorized staff member.
- Agency system administrator can set the frequency of expiration; every 7 days, 30 days, 60 days, or 90 days, or choose not to enforce expiration.
- The minimum length of any password is eight characters and must include one number (0-9) or a special character (for example, !\$,%,).

c. Web-Based Financial Information System (FIS)

- Clients logged into a session that remains inactive (no page updates) for more than 30 minutes will be logged off automatically.
- User passwords must be changed every 30 days.
- User accounts are locked after three incorrect login attempts until unlocked or 10 minutes passes.
- The minimum length of any password is eight characters and must include three of the four categories: uppercase letters (A-Z), lowercase letters (a-z), numeric (0-9), or special characters allowed are (&!@#%\$%^+=).
- The system logs the previous ten passwords for each user, requiring that none of the previous ten passwords is repeated.

3. Single-Sign-On (SSO) - available for FIS clients

- Authentication can be shifted from the FIS to an external provider of the agency's choice.
- Using this service requires the agency to assume additional responsibilities and oversight. It is *critical* that agencies are aware of their responsibility for controlling access to the FIS logins and password complexity/change requirements, which under this method is no longer within CSIU's purview for strict authentication control.
- All SSO FIS solutions require a secure internet connection using client/server certificates to connect to the client's authentication service.
- If that are external to the CSIU (e.g., problems with connectivity to or failure of the external authentication service) can mean users will not be able to log in to their respective FIS website at CSIU. CSIU will be glad to assist in troubleshooting to confirm the source of any disruption, failure, and disconnect.
- Any audit inquiries or questions regarding SSO rules administered by an agency not using the FIS out-of-the-box security (as described in 2c above) will be redirected to the agency's administration.

4. Data Confidentiality, Integrity and Availability

a. Confidentiality

- All eService websites require client web browsers to connect at a minimum using a 256-bit encryption certificate (SSL) in all connections.
- CSIU uses Microsoft Active Directory security protocols and deploys current security patches and service packs. Client data is segmented in a separate Active Directory domain.
- Users are logged out of web sessions after 20 minutes of inactivity, except for the SIS which allows up to 60 minutes of inactivity.
- Data is located on servers housing other client data. Client data is secured via Microsoft's NTFS and Microsoft SQL Server permissions; thus, prohibiting one client access to another client's data.
- CSIU staff are required to read and sign a job description which includes the following language: *"The person employed in this position shall maintain confidentiality with regard to the personal and private information about clients and coworkers, programs and services and any other proprietary information accrued as a result of CSIU employment or as required by state or federal laws and regulations."*
- In response to client requests to investigate software malfunctions and data corruption, employees, and agents of the CSIU may need to review client data. The CSIU acknowledges this data is confidential and is bound to maintain the confidentiality of the data to the extent that it can be maintained given the nature of the client's request for support.
- The CSIU will not disclose or re-disclose the personally identifiable information from student and confidential records that it receives to any other party without the prior consent of the staff, parent, or eligible student, and the CSIU will use the personally identifiable information that it receives only for the purpose for which the disclosure to the CSIU was made.
- A complete vulnerability assessment and penetration test has been performed by the PA National Guard. We have developed a good relationship with their team and continue to utilize their services ongoing.
- We are receiving weekly vulnerability scans via the NCATS program, offered by DHS through US-CERT. A thorough report is reviewed with our internal teams weekly.
- CSIU is a member of the Multi-State Information Sharing and Analysis Center® (MS-ISAC®), which is funded and sponsored by the US Department of Homeland Security. We continually adjust our security priorities as needs are presented by this organization.

b. Integrity

- Backups
 - i. All data (VM and file-level) is encrypted and backed up to local storage daily and database logs are backed-up hourly.

- ii. Daily all data and servers are backed-up with an industry leading enterprise backup software company off-site in an encrypted repository 80 miles away from CSIU's main data center.
 - iii. A full cycle of a minimum of 30-days of back-ups are retained for additional protection along with snapshots of the backup data.
 - We institute change management procedures designed to ensure continued data integrity for client data.
 - i. Updates that are applied are completed in a test/QA environment before we move them to production.
 - ii. Application changes that go outside of our normal update sequences must have management authorization before being completed in a production environment.
 - iii. Our processes are limited to specific approved administrators to ensure rogue changes or updates do not happen
 - CSIU staff are not permitted to change client data without signed authorization from an approved client contact.
- c. Availability
- Disaster Recovery
 - i. No matter how much planning and proactivity is done, there is always a chance for disaster to strike. We have taken measures to be ready for situations involving lengthy outages in our disaster recovery strategy.
 - ii. We have a fully redundant data center which is replicated 80 miles away from CSIU's main data center. In the case of disaster or very extended outage, we can failover operations to the redundant location. We are continuing to enhance these capabilities ongoing.
 - iii. This plan is practiced regularly, and we strive to improve our recovery point objective (RPO) in findings during our practice scenarios.
 - iv. A copy of the full CSIU Computer Services Disaster Recovery Plan is available for review at our central office. Please contact our technical support staff if you have additional questions.
 - Virtualization
 - i. We cluster our VM's which are highly available, and load balanced across multiple cluster hosts
 - ii. We use a storage area network (SAN) containing SSD hard drives which are RAID protected and use a 10G Base-T network backend to ensure high read/write speeds (IOPS) to our compute infrastructure.
 - iii. In the case of equipment malfunction or failure, our virtualization clusters are sized appropriately to ensure we have capacity to resume operations rapidly.
 - CSIU pushes for continuous quality improvement by monitoring and anticipating problems **before** services are disrupted, whenever possible.
 - i. Automatic tests on hundreds of established metrics are running 24/7. When defined thresholds are met, notifications are sent via email and text alerts to

CSIU technical support staff for resolution; new metrics are added continuously to be proactive.

- ii. If there is a service disruption, CSIU keeps clients informed by using a public website (<https://csi.statuspage.io>) to post service status information. Clients are encouraged to subscribe to emails and text messages posted by CSIU on this site to know about service issues or when upgrades are scheduled.
- We are striving to eliminate any potential single points of failure within our infrastructure. We have completely overhauled our infrastructure to add additional redundancy wherever it is possible. For example, we have instituted the following in our datacenter;
 - i. Redundant firewalls at our perimeter allowing for high availability failover
 - ii. Redundant switches in our core multi homed to lower level switches
 - iii. Each physical server is doubly connected to separate Uninterruptible Power Supply (UPS) systems to carry through the gap from the loss of power until our building wide generator comes online.
 - iv. Dual ISP networks together provide redundancy in the event of an internet interruption.
 - v. All network traffic passes through our ISP network protection, and then through a route with an access-list limiting port access to all devices within our private network. Only approved devices have ports we specifically designate opened to the outside.

5. Hardware used by the client

- Client hardware considerations are beyond CSIU control.
- Clients can access CSIU applications with a variety of operating systems and hardware through a standardized session
- Client web browsers must be able to support an SSL 256-bit encryption certificate to access CSIU web applications.
- We strongly suggest that client hardware accessing CSIU applications do not operate with administrator rights or without advanced endpoint protection installed.



Central Susquehanna
Intermediate Unit

Exhibit 1.c
Central Susquehanna Intermediate Unit
Computer Service Rates 2022-2023

Annual hosted subscription rates – GURUBoard®

CHECK ✓ SERVICES	PER STUDENT BILLING TIERS	ANNUAL PER STUDENT RATE	ANNUAL SUPPORT ALLOWANCE
<input type="checkbox"/>	Full GURUBoard® – includes Zaps 1 – 2000 2,001 – 5,000 Over 5,000	\$1.75 1.50 1.25	Falls under bundled SIS support time.
<input type="checkbox"/>	GURUBoard® – Zaps only	\$.50	
	One-time setup fee	\$250	N/A

- GURUBoard® is a third-party product (eSchoolData, LLC.) for which CSIU assumes hosting, training, support and co-development responsibilities.
- Annual fees are calculated based upon the most recent audited PIMS enrollment totals, posted on the PDE website.
- Time for support exceeding your bundled SIS support allowance will be billed at the “then-current” hourly rate.
- GURUBoard® Zaps (third party integration solutions) are included at no charge when purchasing the full GURUBoard® solution and where eSchoolData, LLC has created a partnership with a third party vendor. GURUBoard® Zap only pricing can be purchased separately from GURUBoard® and includes all partner Zaps.
- Customized GURUBoard® Zaps, where eSD has not been able to create a partnership, may incur an additional one-time or annual fee. Contact CSIU for pricing and availability of any customized Zaps.
- GURUBoard® does not qualify for inclusion in the calculation of a free application or as a free application.
- Please contact CSIU for pricing if implementation is scheduled mid-year (fees may be prorated on a half year basis)

Training:

Group webinars	Included at no additional charge
Group classroom training @ CSIU	Included at no additional charge
Group classroom training @ regional site	Included at no additional charge
Individual phone training	Included at no additional charge ¹
Custom and on-site training	Quoted on an individual basis

- Group webinars and trainings are pre-scheduled, multi-client trainings.
- Teacher training is the responsibility of appointed lead trainers for the district that are trained by CSIU. Scheduled group classroom trainings for these lead trainers are provided at no additional charge, within reason, at CSIU or CSIU-approved regional training sites.

¹Individual phone training must be pre-scheduled, at least one hour in length, and is offered with the expectation that district staff regularly attend free group trainings. Phone training is subject to CSIU staff availability and generally not available at peak times, so please plan accordingly.



Central Susquehanna
Intermediate Unit

Signature of client representative below indicates agreement with all of the above specified conditions.

SIGNATURE: _____

TITLE: _____

PRINT NAME: _____

DISTRICT/AGENCY NAME: _____

DATE: _____

PROMISED LAND BUSING DAILY RATES
2021-2022 SCHOOL YEAR

BUS	SEPT (1)	SEPT (2)	OCT (1)	OCT (2)	NOV (1)	NOV (2)	DEC (1)	DEC (2)	JAN (1)	JAN (2)	Feb (1)	Feb (2)	March (1)	March (2)
20	\$ 547.89	\$ 512.15	\$ 443.75	\$ 451.73	\$ 416.03	\$ 449.98	\$ 409.98	\$ 405.79	\$ 394.01	\$ 406.20	\$ 380.88	\$ 429.52	\$ 469.93	\$ 464.85
21	\$ 361.49	\$ 243.89	\$ 312.61	\$ 219.64	\$ 210.09	\$ 271.38	\$ 388.52	\$ 397.59	\$ 214.68	\$ 304.97	\$ 306.80	\$ 721.62	\$ 241.59	\$ 317.50
22	\$ 333.71	\$ 335.54	\$ 326.42	\$ 333.21	\$ 333.87	\$ 315.79	\$ 297.21	\$ 331.72	\$ 344.48	\$ 332.21	\$ 329.22	\$ 327.40	\$ 327.09	\$ 328.56
23	\$ 315.60	\$ 291.06	\$ 235.07	\$ 217.46	\$ 270.69	\$ 267.15	\$ 297.22	\$ 328.80	\$ 219.21	\$ 276.92	\$ 252.17	\$ 292.78	\$ 198.74	\$ 225.03
24	\$ 349.33	\$ 423.89	\$ 349.13	\$ 392.61	\$ 329.14	\$ 382.51	\$ 369.62	\$ 424.49	\$ 433.29	\$ 433.89	\$ 407.10	\$ 472.07	\$ 536.54	\$ 509.85
25	\$ 387.92	\$ 405.51	\$ 390.05	\$ 403.81	\$ 388.27	\$ 372.38	\$ 392.71	\$ 403.67	\$ 393.70	\$ 381.32	\$ 391.71	\$ 393.95	\$ 587.27	\$ 570.31
26	\$ -	\$ 179.96	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 246.76	\$ -	\$ 209.83	\$ 151.59	\$ -	\$ 193.44	\$ 257.59
27	\$ 197.99	\$ 320.55	\$ 309.61	\$ 285.26	\$ 285.97	\$ 305.84	\$ 147.94	\$ -	\$ 256.49	\$ -	\$ 538.45	\$ 386.31	\$ 381.60	\$ 374.72
TOTAL DAILY RATE	\$2,493.93	\$2,712.55	\$2,366.64	\$2,303.72	\$2,234.06	\$2,365.03	\$2,303.20	\$2,538.82	\$2,255.86	\$2,345.34	\$2,757.92	\$3,023.65	\$2,936.20	\$3,048.41

**Weatherproofing Technologies, Inc.****PROJECT:**

5046817 - MONTTOURSVILLE ASD
 700 MULBERRY STREET
 MONTTOURSVILLE, PA 17754

OWNER CHANGE ORDER

Change Order #: 1

Initiation Date: 03/19/2022

To Owner: Montoursville Area School District
 Address: 50 N Arch street
 Montoursville PA 17754
 Contract/PO Date: 12.10.2021
 Contract/PO#: 22000557

The following is a change from the original scope of work for the above referenced job:

Scope Change Detail	\$ Amount
Contract Deduct to Change the Coverboard to 1/4" Tremboard AC Due to Nation Wide Material Availability Issues with DensDeck Coverboard	-\$3,277.27
TOTAL	(\$3,277.27)

The original Contract Sum was	\$164,403.33
Net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$164,403.33
The amount Contract Sum will be adjusted by this Change Order in the amount of	-\$3,277.27
The new Contract Sum, including this Change Order, will be	\$161,126.06
The Contract Time could be increased by (working days)	0
The Date of Substantial Completion as of the date of this Change Order, therefore, is	

APPROVED BY:**Weatherproofing Technologies, Inc.****Owner:**

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Date: _____

Date: _____

**Weatherproofing Technologies, Inc.****PROJECT:**

5046817 - MONTOURSVILLE ASD
700 MULBERRY STREET
MONTOURSVILLE, PA 17754

OWNER CHANGE ORDER

Change Order #: 2

Initiation Date: 03/24/2022

To Owner: Montoursville Area School District
Address: 50 N Arch Street
Montoursville PA 17754
Contract/PO Date: 12.10.2021
Contract/PO#: 22000557

The following is a change from the original scope of work for the above referenced job:

Scope Change Detail	\$ Amount
Contract Deduct to Remove the Gutter and Downspout Replacement from the Line Item Proposal and the Scope of Work	-\$5,132.69
TOTAL	(\$5,132.69)

The original Contract Sum was	\$164,403.33
Net change by previously authorized Change Orders	-\$3,277.77
The Contract Sum prior to this Change Order was	\$161,125.56
The amount Contract Sum will be adjusted by this Change Order in the amount of	-\$5,132.69
The new Contract Sum, including this Change Order, will be	\$155,992.87
The Contract Time could be increased by (working days)	0
The Date of Substantial Completion as of the date of this Change Order, therefore, is	

APPROVED BY:**Weatherproofing Technologies, Inc.****Owner:**

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Date: _____

Date: _____

ADMINISTRATIVE BOARD REPORTS

MONTOURSVILLE AREA SCHOOL DISTRICT

50 North Arch Street,
Montoursville, Pennsylvania 17754-1900

Christina Bason
District Superintendent
(570) 368-2491 ext. 6100

Mrs. Brandy N. Smith
Business Manager/Board Secretary
(570) 368-2491 ext. 6200

Special Education School Board Report April 2022

- **Extended School Year Update:** We currently have 74 students that have qualified for ESY services. Of those 45 students will be attending ESY programming this summer at a variety of locations including Schick Elementary School in the Loyalsock Township School District, the South Academy in Williamsport both operated by the BLaST Intermediate Unit 17, New Story in Selinsgrove, within our school district for specialized support services, and in the community through the EXPLORE Program.

- **Enrollment Update:** We currently have 348 students that receive services through Special and Gifted Education and 38 students with 504 Service Agreements. We have projected that 15 students will be graduating at the end of this school year, June 2022. We are planning for 10 students to be transitioning from Early Intervention to School Age services starting in August 2022. At this point, we also have approximately 30 students that are currently in the evaluation process.

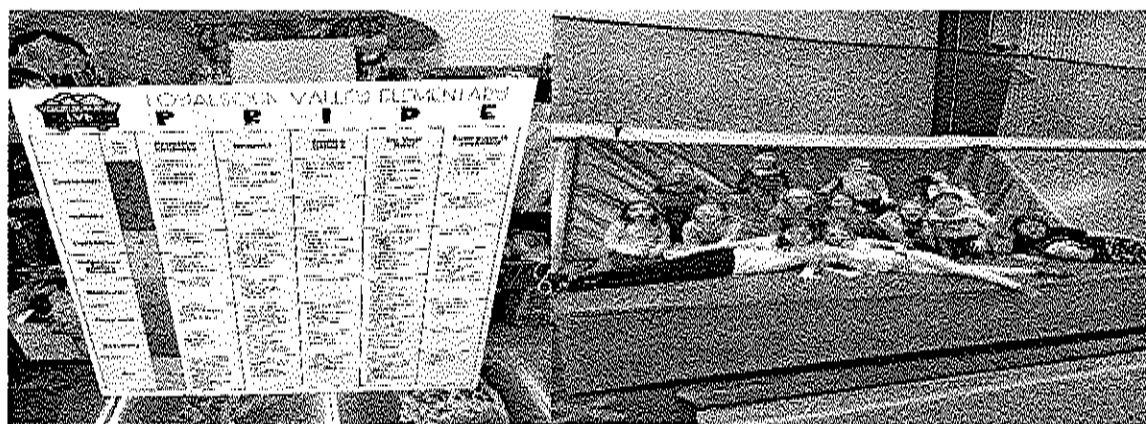
- **Paraprofessionals:** Thanks and appreciation to two of our Paraprofessionals that will be retiring by the end of this school year. In the course of their careers, both ladies have positively impacted so many of our students. Their students are very fortunate to have worked with such dedicated paraeducators.
 - Valerie Mowery from Loyalsock Valley Elementary School will finish her career with us on April 20. She has 19 years of service.
 - Marty Diaz from Montoursville Area High School will finish her career with us at the end of this school year. She has 24 years of service.

Respectfully submitted,

Timothy Hanner
Supervisor of Special Education

TO: Montoursville Area School District Board of Directors
FROM: Jamie Yonkin
RE: April 2022- School Board Report for Loyalsock Valley Elementary

PBIS – Is jumping into Spring with vengeance at the Valley. We received a 93/100 on our PBIS Tier 1 Fidelity Inventory. Passing score is a 70. We recently got our PRIDE Poster Boards that will be hung at various locations in the Valley and used to help in the teaching of school wide rules and expectations (Pictured Below). Students are also actively using PRIDE points to be choose the “dismissal song”, “color everyone wears for the day”, and to have lunch which high school students. We had 13 students who earned and saved up 300 points and took a trip to Fly World (Picture Below). Special thanks to Todd Jean for providing the bussing for this trip.



Irish Band Concert – Special thanks to Mrs. Shank and her band for putting on two different concerts for our students on 3/18/22. The students and staffed enjoyed the music and it was a great opportunity for the students to pick up on a different culture of music that the majority of them were not familiar with.

PTO Events – PTO is currently working with Creekside Country Market on a fundraiser. Please see a Valley student for information on purchasing tickets good for a sub, with a portion of ticket sales going to the Valley PTO. Things are coming together for the Valley Spring Festival and we are looking forward to the event which will take place on May 14th from 3pm to 7pm. The event will have small games for kids, food vendors, and offer a great opportunity for fellowship.

March Madness – Ms. Bair got the Valley caught up in March Madness. Each classroom came up with a team name and completed against other classroom in a bracketed format. Points were scored by students bringing in reading slips. The more reading slips, the more points! (Picture Below)



Upcoming Events:

4/13/22 – Clyde Peeling Assembly

4/14/22 – Parent/Teacher Conferences and Kindergarten Tours

4/26/22 – 5/6/22 – PSSA's

TO: Montoursville Area School District School Board

FROM: Darrin Feerrar

RE: April 2022- Monthly Report for Lyter Elementary

- **PSSA ...**Our 3rd and 4th grade students are busy preparing for the annual PSSA Mathematics and ELA assessments. 3rd and 4th grade students will take the ELA (Reading and Writing) exams April 26-28. 3rd and 4th graders will take the Mathematics assessments May 3 & 4. Finally, 4th grade will also take the Science assessment May 5 & 6.
- A gigantic THANK YOU is extended to the Lyter PTO for their hard work and dedication to supporting the educational activities of our schools. All of their activities, fundraisers, and special events enhance the educational opportunities our students experience every day throughout the year.
- **Congratulations to the all of the students of MASD and the Related Arts teachers.** This year's Celebration of the Arts was another success on April 2. Students were able to share their talents and display their creativity at this special event. The Lyter 4th grade Chorus and other music ensembles performed this day as well. Great job everyone!
- **Parent Conferences...**The teachers will be conducting parent conferences on April 14. The teachers and parents will review student progress and growth with select parents on this date.
- The students will be treated to a science assembly on April 13. The PTOs of each elementary school funded Clyde Peeling's Reptileland Traveling Science Show to come to both elementary school. The students learned about various reptiles and see some animal species live in person. It was a great educational experience!
- **4th grade Spring Concert...Monday, May 16** - Mrs. Kukuchka will lead the 4th graders in their annual Spring Concert. The concert will be held in the High School Auditorium beginning at 7:00 PM.

Annual End of Year Upcoming Events:

- Lyter Spring Book Fair- April 27-May 5
- Grade Level Educational Field Trips throughout the months of April & May
- Lyter Spring Fling Food Trucks and Basket Event- May 13- 4:00-7:00 PM
- Kindergarten Screenings for 2022-23 classroom placement -June 1 & 2
- 4th grade End of Year Celebration Events

To: Montoursville Area School District Board of Directors

From: Curtis J. Myers - Principal

Re: April 2022 – School Board Monthly Report for C.E. McCall Middle School

Start with Hello:

All 6th – 8th grade students participated in a virtual Safe Promise Club Start with Hello training on Monday, March 14. The Start with Hello program empowers students to recognize loneliness and social isolation in their peers, offering effective strategies to reach out and help, and ways they can grow an empathetic and inclusive community. This training was well received by our students. We are pleased to announce that McCall received a \$5,000 grant for participating in the training. These funds will be used to further develop team building, acts of kindness, and empathy within the McCall community.

Student Council:

Student Council sponsored a suncatcher activity after school on Friday, April 1 for interested 5th and 6th graders. It was a great time for students to spend time together and be creative. Thank you to Mrs. Breneisen and Mrs. Steppe for facilitating this event with our Student Council.

Geo Bee Championship:

The Geo Bee Championships will be held Thursday April 7th during 7th and 8th period here at McCall. The finalists are:

5th Grade - Benjamin Barkauskas, Brynn Farley, Allie Mauelen, Landon Mertes

6th Grade - Isaac Erlandson, Branson Fogleman, Maxton Williamson

7th Grade - Colton Beadle, Brody Hagemeyer, Vance Phillips

8th Grade - Teli Bobotas, Gio Catino, Gavin Lakes, Evelyn Weng

At Large Qualifiers (next highest scores in the school) - Annaliese Crossen, Ethan Hendershot, Reese Peterson, Noah Smith, Amelia Twigg, Ruby Watts, James Williams

MathCounts:

Congratulations to Walker Wood who placed in the top four of our Mathcounts Susquehanna region and participated in the state competition. Walker was among the top 100 students throughout our state. He did not place in the top 10, but represented McCall well!

3 on 3 Basketball Tournament-

Student Council sponsored a 3 on 3 basketball tournament on Friday, March 23, which was very successful yet again this year. The money raised will be used to help fund the exciting end of the year activities for our students.

Math Updates:

6th grade teacher, Brad Holmes, participated with colleagues from Lyter and Loyalsock Valley in a tour of various elementary classrooms in the Danville Area School District on March 29. The observation and the data received is valuable as the department considers a new math series. Stay tuned for further updates in upcoming reports.

Daddy Daughter Dance:

The Arrowhead, the official paper of the Montoursville Area High School, is hosting a Daddy Daughter dance for students in the McCall Commons. Any 5th or 6th grade girl may attend the dance on Friday, April 8. Also, any girl attending Lyter or Loyalsock Valley may attend a Daddy Daughter dance on Saturday, April 9. Thank you to Mrs. Trick and the Arrowhead students for hosting this event.

MAP Testing:

All students in grades 5-8, are currently completing the last of three practice MAP Growth Mathematics and English Language Arts exams. MAP Growth is the most trusted and innovative assessment for measuring achievement and growth in K-12 math, reading, and language usage. Stay tuned for additional updates on MAP growth in upcoming reports.

Upcoming Dates of Interest:

PSSA test dates:

ELA – April 26, 27, 28

Math – May 3, 4

Science – (Grade 8 only) – May 5, 6

Algebra 1 Keystones – May 16 – May 27

Montoursville Area High School

700 Mulberry Street | Montoursville, Pennsylvania 17754-1900
570-368-2611 | 570-368-2768 (fax)



Board Report

April 3, 2022

Chris King, Assistant Principal

- ∞ Scheduling is almost complete.
- ∞ Saturday School is scheduled for April 2nd and 23rd.
- ∞ Spring Sports have begun with 153 of our students participating.
- ∞ Prom is scheduled for May 7th.
- ∞ 11 FBLA members will participate in State competition April 10-13.
- ∞ The 4th marking period begins on 4/5/2022

MONTOURSVILLE AREA SCHOOL DISTRICT

MINUTES FOR BOARD MEETING High School

Tuesday, March 8, 2022
7:01 PM

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

MEMBER

 x Daniel L. Albert
 x Todd A. Badger
 x Susan Beery
 x Joseph B. LeCrone
 Dottie M. Mathers, Vice President
 x David Shimmel, President

MEMBER

 x Ronald E. Snell
 x Dale Ulmer
 x David J. Young
 x *Richard Galtman, Solicitor
 *Christina Bason, Superintendent
 *Brandy N. Smith, Business Mgr./Bd. Secretary
 *(Non-Voting Member)

OTHERS

 Feerrar, Darrin - Elementary School Principal
 x Gnoffo, Joseph - Supervisor of Buildings and Grounds
 x Hanner, Timothy - Supervisor of Special Education
 x King, Christopher - Assistant Middle/High School Principal
 x Myers, Curtis - Middle School Principal
 x Peipher, Sebastian -- Lead Network Administrator
 x Taormina, Daniel - High School Principal
 x Yonkin, Jamie - Elementary School Principal
 x Residents x Media x Students

Announcements

Mr. Shimmel announced that Mr. Cousins was in attendance to present on option 8 for the board, but no deliberation would occur.

Awards and Recognitions

Zachary Smith shared that the academic decathlon team is advancing to the state playoffs and that the celebration of the arts will be held in April. He also shared information about the school musical and spring sports.

Kayla LeBeau gave an update on sports, choir, and band as well as club activities.

Approval of minutes for the following meetings:

- Special Meeting, Tuesday, February 1, 2022
- Board Meeting, Tuesday, February 8, 2022
- Work Session, Tuesday, February 22, 2022

Motion: LeCrone Second: Badger
Yes: Albert, Badger, Beery, LeCrone, Shimmel, Snell, Ulmer, Young
No: None
Absent: Mathers
Result: Motion Carried

Prior Presentation

Scott Cousins gave a presentation on heating and cooling in Lyter and Loyalsock Valley Elementary Schools.

Dr. LeCrone asked if Mr. Cousins has ever seen a public survey go out to communities to gauge what they value in a project.

Mr. Cousins said that he has experience with communities sending out surveys or holding workshops. He said that it is common.

Public Comment

Tina Marie Kline congratulated the academic decathlon team and listed their achievements. She acknowledged Nathan Gilbert for posting detailed class materials daily on his Google Classroom and being quick to respond to quarantined students. She said she did not agree with the Superintendent being absent from board meetings or the Assistant Superintendent position.

Brenda Oberheim said she does not agree with the Assistant Superintendent position being created. She said that if his child could attend the district tuition free then all employee's children should be able to do so. She asked the board to consider where they are spending money.

Jack Callahan acknowledged the wrestlers at States. He asked for more events to come back to Montoursville surrounding sports for the community.

Daniel Rodgers shared disappointment that students cannot take 4 years of business courses at the High School. He said that the classes have helped him immensely while furthering his education. He asked the board to look into getting the classes reinstated.

Pamela Nelson said she is also disappointed in the lack of business class options for her children.

Business Manager's Report

A. General Fund and Cafeteria Fund Treasurer's Report

Motion: Ulmer Second: LeCrone
Yes: Albert, Badger, Beery, LeCrone, Shimmel, Snell, Ulmer, Young
No: None
Absent: Mathers
Result: **Motion Carried**

B. Presentation of Bills (Roll Call)

General Fund	– \$ 1,989,634.97
Cafeteria Fund	– \$ 130,383.78

Motion: Ulmer Second: Badger
Yes: Albert, Badger, Beery, LeCrone, Shimmel, Snell, Ulmer, Young
No: None
Absent: Mathers
Result: **Motion Carried**

Mr. Snell asked if the District was having issues losing access cards in reference to check 62578.

Mr. Gnoffo said that names are printed on the cards so with new hires and coaches recently the stock needed refilled.

Mr. Snell asked why the cost for check 62588 was assigned to travel.

Mr. Snell asked what check 62585 was used for.

Mr. Taormina said it was on stage lights for theater and it was paid from a grant.

Superintendent's Report

Mr. Myers provided an update on events at McCall and some of the activities going on with the Middle School Clubs.

Mr. King shared the success of some of the athletes.

Mr. Yonkin updated the board on some of the recent activities at Loyalsock Valley.

Mr. Hanner shared information on the Pennsylvania post school outcome survey and other special education programs.

Agenda Items

- **General**

G-1 Approval of an agreement between Montoursville Area School District, Lycoming County Emergency Management Agency, and the American Red Cross of Mid Central Pennsylvania. (Attachment)

Motion: LeCrone Second: Young
Yes: Albert, Badger, Beery, LeCrone, Shimmel, Snell, Ulmer, Young
No: None
Absent: Mathers
Result: **Motion Carried**

G-2 Discussion on District COVID case data.

Mr. Shimmel said that a meeting is scheduled with the Superintendent to go over the data. He asked the Board if they would like to table the discussion until after the meeting.

Mr. Young said that he would like to wait.

Mr. Snell said he would like to see a vote taken after the information is supplied to instruct the Superintendent to supply the Board and public with the District COVID case data.

- **Personnel**

P-1 Approval of the following unpaid leave of absence from members of the staff:

Employee	Effective Dates
100015	February 16, 2022 until end of the 21-22 SY
101757	March 11, 2022 until April 22, 2022

P-2 Approval of the following addition to the Substitute Support Staff List for the 2021-2022 school year:

Substitute	Position
Samantha Caseman	Paraprofessional

P-3 Approval of the following additions to the Substitute Teacher list for the 2021-2022 school year:

Substitute	Certification
Diane King	Special Education
Diane Oliva	Elementary K-6

Motion: Young Second: Ulmer
Yes: Albert, Badger, Beery, LeCrone, Shimmel, Snell, Ulmer, Young
No: None
Absent: Mathers
Result: **Motion Carried**

P-4 Approval of the following Long-Term Professional position:

Employee	Position	Dates	Replacement for:
Diane Oliva	Special Education	February 28, 2022 to the end of the 2021-2022 School Year	101626

Motion: Ulmer Second: Beery
Yes: Albert, Badger, Beery, LeCrone, Shimmel, Snell, Ulmer, Young
No: None
Absent: Mathers
Result: **Motion Carried**

P-5 Approval of the changes/additions to the coaching staff for the 2021-2022 school year:

Coach	Sport	Position	Stipend	Replacement for:
Marissa Hall	Girls Basketball	Assistant JV Coach	\$3,200	Ashley Burger
Dan Fredericks	Softball	Assistant Coach	\$1,500	Steve Tate
Wyatt Entz	Football	Assistant Coach	\$3,000	Dan Heinrichs
Dan Tucker	Football	Assistant Coach	\$3,100	Eli Skinner
Tom Ott	Baseball	JV Coach	\$2,000	Stephen Stopper
Rick Wurster	Baseball	JV Coach	\$2,100	Corey Twigg
Corey Twigg	Baseball	Volunteer	NA	NA
Jacob Stoner	Baseball	Volunteer	NA	NA
Tom George	Softball	Assistant Coach	\$2,400	Rick Robertson
Tom George	Softball	Assistant Jr High Coach (Fall)	\$2,000	Vacant
Aaron Runkle	Track and Field	Assistant	\$1,300	Sadie Kreighbaum
Connor Rutan	Track and Field	Assistant	\$1,300	Sadie Kreighbaum
Susan Wertz	Track and Field	Volunteer	NA	NA
Chad Eberhart	Track and Field	Volunteer	NA	NA

Motion: Beery Second: LeCrone
Yes: Albert, Badger, Beery, LeCrone, Shimmel, Snell, Ulmer, Young
No: None
Absent: Mathers
Result: **Motion Carried**

Mr. Young asked how the stipends are determined.

Mr. Taormina said that there is a base stipend and then additions based on years of service.

Mr. Snell asked if years of service from one sport apply if the coach switches sports.

Mr. Taormina said that most times they restart at the base, but it depends on the spreadsheet.

P-6 Approval of the following retirement from members of the Support Staff:

Employee	Position	Years of Service	Effective
Linda Rolley	Library Aide	21 Years	June 9, 2022

Motion: LeCrone Second: Beery
Yes: Albert, Badger, Beery, LeCrone, Shimmel, Snell, Ulmer, Young
No: None
Absent: Mathers
Result: **Motion Carried**

P-7 Approval of the following resignations from members of the Support Staff:

Employee	Position	Effective
Ashley Stackhouse	Paraprofessional	February 18, 2022
Kim Rockwell	Paraprofessional	February 18, 2022

Motion: Ulmer Second: LeCrone
Yes: Albert, Badger, Beery, LeCrone, Shimmel, Snell, Ulmer, Young
No: None
Absent: Mathers
Result: **Motion Carried**

P-8 Approval of Daniel Taormina as the Assistant Superintendent, effective July 1, 2022. (Attachment)

Motion: Ulmer Second: LeCrone
Yes: Albert, Badger, Beery, LeCrone, Shimmel, Ulmer
No: Snell, Young
Absent: Mathers
Result: **Motion Carried**

Mr. Snell stated that he has nothing personal against Mr. Taormina and he thinks that he is a great principal. He said in regards to fiscal responsibility, the district does not need an assistant superintendent. He said the district needs an experienced curriculum coordinator. He said that he did not agree with the raises, bonuses, and tuition waiver for children.

- **Transportation**

T-1 Approval of Promiseland Bussing rates in the amount of \$2,757.92 and \$3,023.65 for February 2022. (Attachment)

Motion: Ulmer Second: Young
Yes: Albert, Badger, Beery, LeCrone, Shimmel, Snell, Ulmer, Young
No: None
Absent: Mathers
Result: **Motion Carried**

T-2 Approval of the following addition to the Substitute School Bus Aides list for the 2021-2022 school year:

<u>Substitute Aide</u>	<u>Bus Contractor</u>
Kristie Tawney	Promiseland Busing

Motion: LeCrone Second: Ulmer
Yes: Albert, Badger, Beery, LeCrone, Shimmel, Snell, Ulmer, Young
No: None
Absent: Mathers
Result: **Motion Carried**

Other Reports

A. Committee Reports

- PSBA – nothing to report.
- Policy Committee – nothing to report.
- IU Rep. – nothing to report.
- LCTC Rep. – Mr. Shimmel shared that the new director is doing well so far and the culinary program is adjusting its operations.
- Memorial Gardens – Mr. Ulmer said that the fundraising campaign will be publicly announced soon.
- Budget – nothing to report.
- Buildings and Ground – nothing to report.
- Montoursville Foundation – nothing to report
- Extra-Curricular Activities – nothing to report.

Mr. Snell asked when the ESSERS report would be presented to the Board.

Mr. Shimmel said that he believes something should be ready for next regular board meeting.

Mr. Ulmer said that he would like to see a work session on the information.

Mr. Albert asked Mr. Myers if the presidential fitness awards could be reinstated.

Public Comment

Jack Callahan said he would like to see a pep band at basketball games if it is possible. He also said he would like to see a sign at games that tells fans when the next home match or game is. He also said he would like a banner that lists the wrestlers and basketball players so fans know who is playing. He also asked where the school newspaper could be picked up.

Tina Marie Kline said that when situations start to impact the district and students then they need to be addressed. She asked why the superintendent wasn't at the meeting.

Brenda Oberheim said she feels that Mr. Ulmer shouldn't have criticized Mr. Snell for questioning the position in Item P-8. She said the District needs to be fiscally responsible and that the Board should be representing the parents.

Kayla LeBeau thanked Mrs. Rolley and Mrs. Bair for everything they have done and wished them a happy retirement.

Pamela Nelson asked if there was any information out there for why an assistant superintendent was chosen over a curriculum coordinator as she hasn't been able to attend some of the meetings. She said she would like to see a plan for what the District is planning for the future with position openings, building projects, and other future needs.

Mr. Snell said he was elected by his constituents and his decisions are based off of what they want. He said none of the decisions are personal.

Mr. Ulmer said that he does the same thing.

Mr. Albert asked Mr. Snell if he was implying that Board members are voting for themselves.

Mr. Shimmel said that he understood what Mr. Snell was saying. He said that it was off-topic and could be discussed outside of the meeting.

Mr. Albert said it was not off topic.

Mr. Shimmel called for a motion to adjourn the meeting.

Mr. Snell said he didn't point fingers at anyone.

Mr. Shimmel suspended the meeting.

Mr. Shimmel re-convened the meeting and called for a motion to adjourn.

ADJOURNMENT OF THE REGULAR MEETING 8:19 PM

Motion: LeCrone Second: Beery
Voice Vote: **Unanimous**

David Shimmel, President

Brandy N. Smith, Board Secretary

MONTOURSVILLE AREA SCHOOL DISTRICT

MINUTES FOR WORK SESSION High School

Tuesday, March 22, 2022
7:03 PM

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

MEMBER

x Daniel L. Albert
x Todd A. Badger
x Susan Beery
x Joseph B. LeCrone
x Dottie M. Mathers, Vice President
x David Shimmel, President

MEMBER

x Ronald E. Snell
x Dale Ulmer
David J. Young
*Richard Galtman, Solicitor
*Christina Bason, Superintendent
x *Brandy N. Smith, Business Mgr./Bd. Secretary
*(Non-Voting Member)

OTHERS

Feerrar, Darrin - Elementary School Principal
x Gnoffo, Joseph - Supervisor of Buildings and Grounds
Hanner, Timothy - Supervisor of Special Education
King, Christopher - Assistant Middle/High School Principal
Myers, Curtis - Middle School Principal
x Pelpher, Sebastian - Lead Network Administrator
x Taormina, Daniel - High School Principal
x Yonkin, Jamie - Elementary School Principal
x Residents x Media x Students

Presentations

Randall DiPalo, Larson, Kellett & Associates PC, presented the June 30, 2021 audit.

Mr. Snell asked if Administration gave a plan for how findings would be corrected.

Mr. Snell asked if the review process recommendation will take place in the future.

Mr. DiPalo said that the review is just a method of control to prevent potential mistakes.

John Solarczyk, Pyramid Engineering, presented renovation option eight to the Board.

Mr. Shimmel asked if it was possible to install just AC and have two separate systems for heat and air conditioning.

Mr. Solarczyk said it is possible but they do not recommend it as the heating equipment is older as well.

Mr. Snell asked if the auxiliary heat was electric or gas.

Mr. Solarczyk stated that this heat pump does not need one as it runs at 100% to -13 degrees.

Mr. Shimmel asked about the difference between the two systems at the Elementary Schools.

Ken Phillips, of Raymond James, presented bond options.

Public Comment

Jack Callahan said he would like the school plays to be publicized a little bit more in the newspaper. He commented on sports divisions for Jersey Shore, Southern Colombia, and South Williamsport. He said that wrestling performed well this year.

Brenda Oberheim said that heat pumps are not good. She wanted the board to keep in mind that the presenters make more money if the Board chooses a bigger project.

Scott Metzger said that the timing is not right for a project. He said that money is going to get tight and people cannot afford any more taxes. He said he would like to know who is responsible for where the federal money is spent.

Agenda Items

- **General**

G-1 Approval of the revised 2022-2023 school calendar for the second and final reading. (Attachment)

Motion: Mathers Second: Badger
Yes: Albert, Badger, Beery, LeCrone, Mathers, Shimmel, Snell, Ulmer
No: None
Absent: Young
Result: **Motion Carried**

G-2 Approval to appoint Jessica Breon to the MASD Foundation Board as a faculty representative. Mrs. Breon will take the place of Mrs. Logue.

Motion: Ulmer Second: Snell
Yes: Albert, Badger, Beery, LeCrone, Mathers, Shimmel, Snell, Ulmer
No: None
Absent: Young
Result: **Motion Carried**

G-3 Approval of the purchase of Cafeteria Tables, at a price of \$28,725.00 for Lyter and C. E. McCall Middle School. (Attachment)

Motion: Ulmer Second: Mathers
Yes: Albert, Badger, Beery, LeCrone, Mathers, Shimmel, Snell, Ulmer
No: None
Absent: Young
Result: **Motion Carried**

Dr. LeCrone asked if these were ordered to replace broken tables.

Mrs. Smith said that the tables are over 20 years old and parts cannot be ordered for them anymore.

G-4 Approval for professional employees providing instructional services outside of the school day between March 7, 2022 to April 14, 2022 to be compensated at an hourly rate of \$31/hour. Total cost not to exceed \$1,250.00 to be paid out of ARP ESSERS 7% Set Aside Funds for the purpose of After School Programming.

Motion: Mathers Second: LeCrone
 Yes: Albert, Badger, Beery, LeCrone, Mathers, Shimmel, Snell, Ulmer
 No: None
 Absent: Young
 Result: **Motion Carried**
 Mr. Snell asked if the hourly rate listed is the going rate in the area for the service.

Mrs. Smith stated that it was the contract rate. She said the approval is for the difference in hourly rates that will be covered by ESSERS.

- **Personnel**

P-1 Approval of the following addition to the Support Staff:

Employee	Position	Hours	Rate of Pay	Effective	Replacement for:
Shalea Aikey	Paraprofessional	5.5	\$12.50/hour	March 9, 2022	Ashley Stackhouse

P-3 Approval of the following addition to the Guest Teacher list for the 2021-2022 school year:

Guest Teacher
Benjamin Landon

P-4 Approval of the following addition to the coaching staff for the 2021-2022 school year:

Coach	Sport	Position	Stipend	Replacement for:
Gary Evans	Football	Volunteer Coach	NA	NA

P-5 Approval of the following resignation from a member of the Business Office staff:

Employee	Position	Effective
Darren Tull	Business Office Specialist	March 30, 2022

Motion: Ulmer Second: Badger
 Yes: Albert, Badger, Beery, LeCrone, Mathers, Shimmel, Snell, Ulmer
 No: None
 Absent: Young
 Result: **Motion Carried**

P-2 Approval of the following addition to the Substitute Support Staff list for the 2021-2022 school year:

Substitute	Position
Amanda Phlegar	Paraprofessional

Motion: Beery Second: LeCrone
 Yes: Albert, Beery, LeCrone, Mathers, Shimmel, Snell, Ulmer
 No: None
 Absent: Young
 Abstain: Badger
 Result: **Motion Carried**

- **Transportation**

T-1 Approval of the following Transportation Contracts for July 1, 2022 to June 30, 2027. (Attachment)

Motion: LeCrone Second: Mathers
Yes: Albert, Badger, Beery, LeCrone, Mathers, Shimmel, Ulmer
No: Snell
Absent: Young
Result: **Motion Carried**

Mr. Snell asked why the contracts were being paid over the state formula. Mr. Snell asked about the guaranteed compensation and remote learning compensation as it relates to state reimbursement. He said that he understands the fuel clauses, but he doesn't understand paying contractors for work not being completed. He said it isn't something the district should do.

Mr. Shimmel said that our bus contractors do a lot of extra work that other corporate contractors do not. He said he can't see the guaranteed compensation clauses ever being invoked. He said the probability is extremely low.

Mr. Snell said that if there is another pandemic situation he does not think the State will reimburse for transportation expenses if schools are closed.

Mr. Ulmer said the guarantee of 175 days worries him as well.

Mrs. Smith gave examples of the contractors going above and beyond. She said that the guaranteed days are related to what banks require for loans for new busses. Mrs. Smith provided details on what other districts pay for transportation.

Mr. Ulmer asked if there would be any other type of language that could be used in the contract that would address bank concerns other than the guarantee.

Mr. Snell asked if there was proof that the banks required the guarantee.

Mr. Ulmer proposed a motion for a friendly amendment to change the verbiage from 102% to 2% in section 3.1.

Dr. Beery gave a second to the motion.

- **Budget and Finance**

BF-1 Acknowledgement of the Montoursville Area School District's financial statements for the year ending June 30, 2021, as well as the related audit report from Larson, Kellett and Associates, PC. (Attachment)

Motion: Mathers Second: LeCrone
Yes: Albert, Badger, Beery, LeCrone, Mathers, Shimmel, Snell, Ulmer
No: None
Absent: Young
Result: **Motion Carried**

Motion to extend the meeting by thirty minutes

Motion: Snell Second: LeCrone
Yes: Albert, Badger, Beery, LeCrone, Mathers, Shimmel, Snell, Ulmer
No: None
Absent: Young
Result: **Motion Carried**

Mrs. Smith gave a presentation on the 2021 audit.

Mr. Shimmel brought up getting a survey out to the community to get an idea of what they want the district to do with the building project.

Dr. LeCrone asked what the deadline was to be able to start in 2024.

Mr. Shimmel said that if the Board wants to get input from the community and have meetings at the buildings then the project would have to be pushed back one year.

Motion to set aside time constraints for the meeting

Motion: LeCrone Second: Beery
Yes: Albert, Badger, Beery, LeCrone, Mathers, Shimmel, Snell, Ulmer
No: None
Absent: Young
Result: **Motion Carried**

Dr. LeCrone suggested the District complete a survey on what the public thinks.

Dr. Beery said that a sheet with information and facts should be sent out with information before the survey.

Mr. Taormina said that the plan was to hold meetings in different parts of the District to go over the information before COVID hit.

Dr. Beery asked how many people would be attending the meetings if there aren't high numbers at regular board meetings.

Mr. Shimmel said that it takes time to build interest.

Mr. Shimmel asked the board if they would like to have a special session to determine how the board would move forward with a plan.

ADJOURNMENT OF THE REGULAR MEETING 9:43 PM

Motion: LeCrone Second: Badger
Result: **Motion Carried**

David Shimmel, President

Brandy N. Smith, Board Secretary