

**MONTOURSVILLE AREA SCHOOL DISTRICT
BOARD MEETING
TUESDAY, JULY 9, 2019
7:00 P.M.
MONTOURSVILLE AREA SCHOOL DISTRICT**

AGENDA

- I.** Roll Call to Order
 - A.** Salute to the Flag
 - B.** Recognitions and Presentations
 - C.** Student Representative Presentation
- II.** Reading of the Minutes; Approval
- III.** Prior Presentation Period (5 minutes/person)
- IV.** Public Comment
- V.** Superintendent's Report
- VI.** Agenda Items
- VII.** 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
- VIII.** Public Comment
- IX.** Adjournment

**Montoursville Area School District
School Board Agenda
July 9, 2019
7:00 PM
Montoursville Area High School**

General:

- G-1 Approval of the Alice M. Snyder scholarship fund agreement between Montoursville Area School District and First Community Foundation Partnership of Pennsylvania. (Attachment)
- G-2 Approval of an agreement between Montoursville Area School District and Nittany Learning Services. (Attachment)
- G-3 Approval of adding a concession shed and removing a trailer at C. E. McCall Middle School soccer fields. (Attachment)
- G-4 Approval to purchase a new truck for the maintenance staff out of Capital Funds. (Attachment)
- G-5 Approval of a letter of engagement presented by Larson, Kellett & Associates, P.C. that summarizes the significant terms and conditions of the annual financial audit for the year ending June 30, 2019. (This is the first year of a five-year agreement approved on August 14, 2018.) (Attachment)

Personnel:

- P-1 Approval of the following resignation from a member of the support staff, effective June 10, 2019:

<u>Employee</u>	<u>Position</u>
Connie Dubiel	Paraprofessional

- P-2 Approval of the following resignation from a member of the coaching staff, effective June 30, 2019:

<u>Coach</u>	<u>Sport</u>
Kevin Werkmeister	Boys' Soccer Head Coach

- P-3 Approval of the following medical leave of absence from a member of the staff to include FMLA and sick leave, effective 2019-2020 school year:

<u>Employee</u>	<u>Effective Dates</u>
100335	July 1, 2019 to June 30, 2020

P-4 Approval to hire the following addition to the administrative staff for the 2019-2020 school year:

Employee	Position	Rate of Pay	Replacement for:
Dr. Amy Breon	Assistant Elementary Principal	\$80,000	Craig Kurtz

P-5 Approval to promote Curtis Myers from Middle School Assistant Principal to Middle School Principal at a salary of \$87,000, effective 2019-2020 school year.

P-6 Approval of the principal placement changes for the 2019-2020 school year. (Attachment)

P-7 Approval of the following addition to the professional staff, effective 2019-2020 school year:

Employee	Certification	Rate of Pay	Replacement for:
Amber Baxter	Elementary	\$45,330	new position

P-8 Approval of the following addition to the support staff, effective 2019-2020 school year:

Employee	Position	Rate of Pay	Replacement for:
Patrick Quick	Para Professional	\$11.20	Connie Dubiel

P-9 Approval of the following addition to the coaching staff, effective 2019-2020 school year:

Coach	Position	Sport	Stipend	Replacement for:
Trey Oeler	Volunteer Coach	Football	NA	NA

Transportation:

T-1 Approval of Promiseland Bussing rates for June 2019. (Attachment)

ATTACHMENTS

DRAFT (6.17.19)

First Community Foundation Partnership of Pennsylvania
Alice M. Snyder Scholarship

SCHOLARSHIP FUND AGREEMENT

This Scholarship Fund Agreement ("Agreement") dated June _____, 2019 is by and between Montoursville Area School District, individually ("the Donor"), 700 Mulberry Street, Montoursville, Pennsylvania 17754 and the First Community Foundation Partnership of Pennsylvania ("the Foundation"), 201 West Fourth Street, Williamsport, Pennsylvania 17701.

Background

Alice M. Snyder, a resident of Montoursville, Pennsylvania passed away on June 16, 2018. She was preceded in death by her husband Edward L. Snyder and her sisters June Dunlop and Grace Kerschner. Having no children or remaining immediate family members, Mrs. Snyder identified specific organizations to receive bequests from her estate.

As identified in Mrs. Snyder's last will and testament, Montoursville Area School District was gifted \$155,000 for the purpose of establishing a scholarship program to benefit graduating seniors pursuing a degree in music. Although unknown to the Foundation, Mrs. Snyder identified preference to students whose principal instrument was piano.

Because of our current relationship with the school district, which includes existing scholarship funds, the Montoursville Area School District contacted the Foundation regarding receipt of this gift.

On May 14, 2019, the Montoursville Area School District board of directors approved a gift of \$155,000 to the Foundation to establish the Alice M. Snyder Scholarship as more fully described in the terms and conditions outlined below.

Terms and Conditions

The Donor is making a gift to the Foundation of one hundred fifty-five thousand dollars (\$155,000) to create a permanent scholarship fund. Delivery of said property constitutes an outright irrevocable gift to the Foundation upon the Foundation's acceptance of the gift to be used by the Foundation in carrying out its charitable purposes as set forth in the Foundation's Articles of Incorporation and Bylaws which shall be held and distributed by the Foundation upon the following terms and conditions:

1. A permanent fund shall be established on the books of the Foundation which shall be known as the Alice M. Snyder Scholarship ("the Fund").
2. The Fund is established to benefit a graduating student from the Montoursville Area School District, Montoursville, Pennsylvania enrolled in a qualifying accredited institution of higher education through a scholarship grant to such an institution as set forth in Section 5 below.
3. The Fund shall include the property received from the Donor, such property as has been or as may be, from time-to-time, transferred to the Foundation by the Donor for inclusion in the Fund, and such property as may, from time-to-time, be received by the Foundation from any other source, if accepted by it for inclusion in the Fund, and all income from the foregoing property. Those assets will be held for charitable purposes of the community in accordance with this Agreement and the governing policies of the Foundation, subject to the provision of the Foundation's governing policies for the acceptance and rejection of gifts.

4. The Fund shall be the property of the Foundation held by it in its normal corporate capacity, subject to its governing documents (as may from time-to-time be amended), and administered by its Board of Directors ("the Board") and staff; it shall not be deemed a trust fund held by it in a trustee capacity.
5. The purpose of the Fund shall be to provide a scholarship from the Fund's income to a graduating senior from the Montoursville Area High School. The scholarship recipient shall be selected by the Montoursville Area High School Scholarship Committee (as defined by the Foundation's Policy and Due Diligence for Administering Scholarship Funds as may from time-to-time be amended). If the Montoursville Area High School Scholarship Committee is unable to fulfill its obligation, then the Foundation's General Scholarship Committee shall select the scholarship recipient. The criteria for selection of scholarship recipient is attached as Schedule A.
6. Income shall be calculated as a percentage of the market value of the Fund using a total return investment and spending approach as provided for in the Foundation's Investment & Spending Policies (as may from time-to-time be amended). The Foundation shall have the ultimate authority over and control of all property in the Fund and all distributions from the Fund. The Board shall have the power to modify any restriction or condition on the distribution of funds for any specified charitable purposes or to specified organizations if in the sole judgment of the Board such restriction or condition becomes, in effect, unnecessary, incapable of fulfillment or inconsistent with the charitable needs of the community or area served.
7. The Foundation will provide all appropriate accounting and related financial management services associated with the Fund. Assets of the Fund may be commingled for purposes of investments with other assets of the Foundation. Control over the investment or reinvestment of such assets and the asset management of the Fund will be exercised exclusively by the Foundation.
8. The Fund will be assessed an administrative fee, which is currently calculated as a percentage of Fund market value as provided by the Foundation's Investment & Spending Policies (as may from time-to-time be amended). The Fund will be assessed an investment management fee in accordance with the fees charged by the mutual funds or investment managers used by the Foundation.
9. The Fund shall be a component part of the Foundation and not a separate trust, and nothing in this agreement shall affect the status of the Foundation as an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, and as an organization which is not a private Foundation within the meaning of Section 509(a) of the Code. The Fund will be administered in accordance with all federal, state and local laws governing community foundations and Internal Revenue Service regulations applicable to the grants to be awarded from the Fund. This Agreement shall be interpreted in a manner consistent with the foregoing intention and so as to conform to the requirement of the foregoing provisions of the federal tax laws and regulations issued pursuant thereto. The Foundation is authorized to amend this Agreement to conform to the provisions of any applicable law or government regulation in order to carry out the foregoing intention. References herein to provisions of the Internal Revenue Code of 1986 shall be deemed references to the corresponding provisions of any future Internal Revenue Law.

Daniel D. Taormina, Principal
Montoursville Area High School

WITNESS

Jennifer D. Wilson
President & CEO
First Community Foundation
Partnership of Pennsylvania

WITNESS

Schedule A

Alice M. Snyder Scholarship

Applicants of the Alice M. Snyder Scholarship must be a graduating senior from the Montoursville Area High School who has been accepted and plans to attend an accredited institution of higher education. Applicants must be pursuing a degree in music. Applicants must have an identified principal instrument of study.

Preference shall be given to those students whose principal instrument or degree is piano.

Applicants must complete an application.

All Scholarship awards will be paid directly to the selected college or university.



Nittany Learning Services
PO Box 217
Bellefonte, PA. 16823
Phone: 814-353-4271
Fax 814-424-7129

G-2

PROPOSALL FOR A TRANSITIONAL SUPPORT CLASSROOM AND ISS SUPPORT

The Montoursville Area School District (MASD) agrees to a 2 year contract with Nittany Learning Services (NLS) for a **Transitional Support Classroom and ISS Support for 3 days a week (2 days of high school ISS and 1 day of middle school ISS)** during the 2019-2020 and 2020-2021 school years.

NLS will charge a rate of \$ 115,000 for a maximum of 25 enrolled students in the Transitional Support Classroom and a maximum of 6 students per day in the ISS Support Program to the MASD. The MASD agrees to pay NLS for half of the cost of the program \$ 57,500 by 7-1-19 and the remainder of the cost of the program \$ 57,500 by 1-31-20.

The MASD will provide transportation to the MASD students to and from the Transitional Support Classroom and ISS.

The MASD will provide a room for the Transitional Support Classroom and a separate room for ISS Support.

The MASD will provide student computers, curriculum and all academic materials related to the overall operations of the Transitional Support Classroom.

The MASD will be provide a para-educator/academic aid and be responsible for all special education services in the Transitional Support Classroom.

The MASD will provide access to a printer/copier/scanner/fax machine.

The MASD students will follow the graduation requirements identified by the MASD personnel.

The MASD will provide lunches to all of the students in the Transitional Support Classroom and ISS Support Program.

The MASD staff will complete a service needs form (created by NLS) for the Transitional Support students and have the option to hold a meeting/consultation with the student, parent and NLS personnel prior to enrollment and discharge from the Transitional Support Classroom.

The MASD will be responsible for covering all of the program costs in operating the Transitional Support Classroom.

NLS staff will follow the MASD schedule.

NLS will provide an academic mentor/behavior support staff and ISS monitor.

NLS staff will develop a Customized Learning Plan (CLP) to address goals in the following areas: behavior, academics, transition and goals for the future. Only students who attend the program 50% or more of their day will receive a CLP.

NLS staff will establish and implement a behavioral point tracking sheet to monitor each student's behavior in the following areas: behavior control, time on task, positive social skills/respect for authority.

NLS staff will offer supplemental coursework on an individual basis in the following content-based areas: Career Readiness and Character Education. This will be determined by the MASD staff.

NLS staff will communicate with a designated MASD staff to review the progress/challenges of the overall operations of the Transitional Support Classroom.

NLS staff will carry general liability, professional liability, workers compensation and abuse and molestation insurance for its employees in the program.

NLS staff in the Transitional Support Classroom will be an independent contractor with the MASD and will not be considered as one of the MASD's employees.

ZONING PERMIT

FOR

MONTGOMERSVILLE BOROUGH

LYCOMING COUNTY

NO: MN19-43

DATE OF ISSUE: June 19, 2019

ISSUED TO: MONTGOMERSVILLE SCHOOL DISTRICT,

LOCATED: 600 WILLOW ST

PID#: 34A-007-770

ACCESSORY STORAGE SHED 10' X 16'

David R. Wines

Signature-Zoning Permit Officer



Shall be posted as visible from the nearest thoroughfare



New Holland Auto Group
508 West Main Street, New Holland, Pennsylvania, 17557
Office: 717-354-4901

Customer Proposal

Prepared for:

Joe Gnoffo
Montoursville Area School District
50 N. Arch St.
Montoursville, PA 17754
Mobile: 570-916-4942
Email: jgnoffo@montoursville.k12.pa.us

Prepared by:

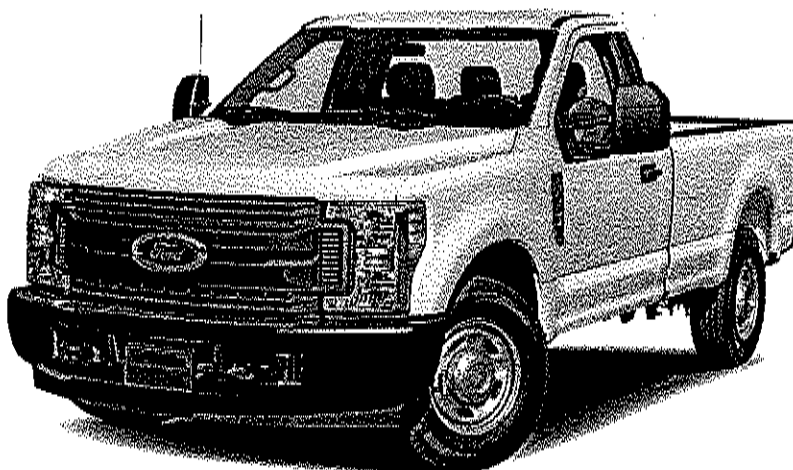
Jordan DiClemente
Office: 717-354-4901
Email: jdiclemente@newhollandauto.com

Date: 11/20/2018

Vehicle: 2019 F-250 XL

4x4 SD Regular Cab 8' box 142" WB SRW

Quote ID: 11-20-18-3



Budget Quote. Call to Confirm Availability & Pricing.
In-Stock Equipped. Call ASAP to Secure Vehicle.
Turn-key Quote Includes: Western MVP Plus Plow



Ford | Ram | Dodge | Chrysler | Jeep | Toyota | Isuzu



New Holland Auto Group
508 West Main Street, New Holland, Pennsylvania,
17557
Office: 717-354-4901

2019 F-250, SD Regular Cab
4x4 SD Regular Cab 8' box 142" WB SRW
XL(F2B)
Price Level: 930 Quote ID: 11-20-18-3

Warranty - Standard Equipment & Specs

Warranty

Basic

Distance	36000 miles	Months	36 months
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Powertrain

Distance	60000 miles	Months	60 months
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Corrosion Perforation

Distance	Unlimited miles	Months	60 months
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Roadside Assistance

Distance	60000 miles	Months	60 months
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Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Joe Gnoffo, Montoursville Area School District
By: Jordan DiClemente Date: 11/20/2018



New Holland Auto Group
508 West Main Street, New Holland, Pennsylvania,
17557
Office: 717-354-4901

2019 F-250, SD Regular Cab
4x4 SD Regular Cab 8' box 142" WB SRW
XL(F2B)
Price Level: 930 Quote ID: 11-20-18-3

Selected Options

Code	Description	MSRP
Base Vehicle		
F2B	Base Vehicle Price (F2B)	\$35,945.00
Packages		
600A	Order Code 600A	N/C
	<i>Includes:</i> - Engine: 6.2L 2-Valve SOHC EFI NA V8 Flex-Fuel Flex-Fuel badge on fleet orders only. - Transmission: TorqShift-G 6-Spd Auto w/SelectShift - 3.73 Axle Ratio - GVWR: 10,000 lb Payload Package - Tires: LT245/75Rx17E BSW A/S (4) - Wheels: 17" Argent Painted Steel Includes painted hub covers/center ornaments. - HD Vinyl 40/20/40 Split Bench Seat Includes center armrest, cupholder, storage and driver's side manual lumbar. - Radio: AM/FM Stereo Includes digital clock and 4 speakers.	
Powertrain		
996	Engine: 6.2L 2-Valve SOHC EFI NA V8 Flex-Fuel	Included
	<i>Flex-Fuel badge on fleet orders only.</i>	
44S	Transmission: TorqShift-G 6-Spd Auto w/SelectShift	Included
X3E	Electronic-Locking w/3.73 Axle Ratio	\$390.00
STDGV	GVWR: 10,000 lb Payload Package	Included
Wheels & Tires		
TBM	Tires: LT245/75Rx17E BSW A/T	\$165.00
64A	Wheels: 17" Argent Painted Steel	Included
	<i>Includes painted hub covers/center ornaments.</i>	
Seats & Seat Trim		
A	HD Vinyl 40/20/40 Split Bench Seat	Included
	<i>Includes center armrest, cupholder, storage and driver's side manual lumbar.</i>	
Other Options		
142WB	142" Wheelbase	STD
PAINT	Monotone Paint Application	STD
90L	Power Equipment Group	\$915.00

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New Holland Auto Group
508 West Main Street, New Holland, Pennsylvania,
17557
Office: 717-354-4901

2019 F-250, SD Regular Cab
4x4 SD Regular Cab 8' box 142" WB SRW
XL(F2B)
Price Level: 930 Quote ID: 11-20-18-3

Selected Options (cont'd)

Code	Description	MSRP
	<i>Deletes passenger-side lock cylinder. Includes upgraded door trim panel.</i> <i>Includes:</i> - Accessory Delay - Manual Telescoping/Folding Trailer Tow Mirrors - Includes power heated glass, heated convex spotter mirror and integrated clearance lights and turn signal indicators. - Advanced Security Pack - Includes SecuriLock Passive Anti-Theft System (PATS) and inclination/intrusion sensors. - Power Locks - Power Tailgate Lock - Power Front Seat Windows - Includes 1-touch up/down driver/passenger window. - Remote Keyless Entry	
473	Snow Plow Prep Package	\$185.00
	REQUIRES Extra Extra Heavy-Duty Alternator (67E) when ordered with Upfitter Switches (66S) and 110V/400W Outlet (43C).	
	<i>Includes computer selected springs for snowplow application. NOTE 1: Restrictions apply; see Supplemental Reference or Body Builders Layout Book for details. NOTE 2: May result in deterioration of ride quality when vehicle is not equipped with snowplow.</i>	
41P	Transfer Case & Fuel Tank Skid Plates	\$100.00
67E	Extra Extra Heavy-Duty Alternator (240 Amp)	N/C
52B	Trailer Brake Controller	\$270.00
	<i>Verified to be compatible with select electric over hydraulic brakes. Includes smart trailer tow connector.</i>	
18B	Platform Running Boards	\$320.00
43C	110V/400W Outlet	\$175.00
	REQUIRES Extra Extra Heavy-Duty Alternator (67E) when ordered with Upfitter Switches (66S) and Snow Plow Pkg. (473) or Snow Plow/Camper Pkg. (47B).	
	<i>Includes 1 in-dash mounted outlet.</i>	
66S	Upfitter Switches (6)	\$165.00
	REQUIRES Extra Extra Heavy-Duty Alternator (67E) when ordered with 110V/400W Outlet (43C) and Snow Plow Pkg. (473) or Snow Plow/Camper Pkg. (47B).	
	<i>Located in overhead console.</i>	
587	Radio: AM/FM Stereo	Included
	<i>Includes digital clock and 4 speakers.</i>	
Emissions		
425	50-State Emissions System	STD
Interior Colors		
AS_01	Medium Earth Gray	N/C
Primary Colors		

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Prepared for: Joe Gnoffo, Montoursville Area School District
By: Jordan DiClemente Date: 11/20/2018



New Holland Auto Group
508 West Main Street, New Holland, Pennsylvania,
17557
Office: 717-354-4901

2019 F-250, SD Regular Cab
4x4 SD Regular Cab 8' box 142" WB SRW
XL(F2B)
Price Level: 930 Quote ID: 11-20-18-3

Selected Options (cont'd)

Code	Description	MSRP
Z1_01	Oxford White	N/C
Upfit Options		
NHA	New Holland Auto Advantage <i>FREE - Completely Detailed Vehicle FREE - Delivery to Your Location FREE - Full Tank of Fuel FREE - PA Municipal Tags</i>	\$0.00
LNK	Line-X Spray-on Bedliner w/ Lifetime Warranty	\$595.00
MVP	8' 6" Western MVP Plus Plow - Installed <i>Includes: w/ Hand Held Controller</i>	\$5,100.00
SUBTOTAL		\$44,325.00
Destination Charge		\$1,495.00
TOTAL		\$45,820.00

COSTARS Pricing Next Page

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Prepared for: Joe Gnoffo, Montoursville Area School District
By: Jordan DiClemente Date: 11/20/2018



New Holland Auto Group
508 West Main Street, New Holland, Pennsylvania,
17557
Office: 717-354-4901

2019 F-250, SD Regular Cab
4x4 SD Regular Cab 8' box 142" WB SRW
XL(F2B)
Price Level: 930 Quote ID: 11-20-18-3

Pricing - Single Vehicle

MSRP

Vehicle Pricing

Base Vehicle Price	\$35,945.00
Options & Colors	\$2,685.00
Upfitting	\$5,695.00
Destination Charge	\$1,495.00
Subtotal	\$45,820.00

Pre-Tax Adjustments

Description

COSTARS #25-117 Municipal Vehicle Discount - \$11,888.00

Total

\$33,932.00

Customer Signature

Acceptance Date

Budget Quote. Call to Confirm Availability & Pricing.
In-Stock Equipped. Call ASAP to Secure Vehicle.
Turn-key Quote Includes: Western MVP Plus Plow



Ford | Ram | Dodge | Chrysler | Jeep | Toyota | Isuzu

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Joe Gnoffo, Montoursville Area School District
By: Jordan DiClemente Date: 11/20/2018

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

June 7, 2019

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

Dear School Board Members and Management:

We are pleased to confirm our understanding of the services we are to provide Montoursville Area School District (District) for the year ended June 30, 2019. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the District as of and for the year ended June 30, 2019. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

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

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

1. Schedule of Expenditures of Federal Awards

Audit Objectives

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

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

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

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will

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

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

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

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

programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures - Internal Control

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

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

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

Audit Procedures - Compliance

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

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

Other Services

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

Management Responsibilities

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

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

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

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

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

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

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

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

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

Engagement Administration, Fees, and Other

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

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

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

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

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

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

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

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

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

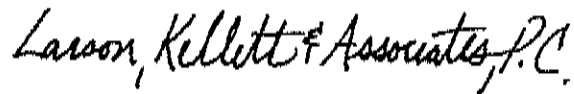
Our fee for the audit services will not exceed \$20,700.00. In addition, the fee for preparing the Data Collection Form will be \$500.00. You will also be billed for travel and other out-of-pocket costs such as report production, word processing, postage, copies, etc. at cost. Additional costs are estimated not to exceed \$400.00. Our invoices for these fees will be rendered as work progresses and are payable on presentation. The above fees are based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Board of School Directors and Management
Montoursville Area School District
June 7, 2019
Page 9

You have requested that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Accordingly, our 2016 peer review report accompanies this letter.

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

Sincerely



Larson, Kellett & Associates, P.C.

RESPONSE:

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

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____



Certified Public Accountants

3325 Saw Mill Run Blvd.
Pittsburgh, PA 15227-2736
412/885-5045
Fax 412/885-4870
www.gbacn.com

SYSTEM REVIEW REPORT

August 25, 2016

To the Shareholders
Larson, Kellett & Associates, P.C. and
the Peer Review Committee of the Pennsylvania Institute of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Larson, Kellett & Associates, P.C. (the firm) in effect for the year ended May 31, 2016. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a system review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Larson, Kellett & Associates, P.C. in effect for the year ended May 31, 2016, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Larson, Kellett & Associates, P.C. has received a peer review rating of *pass*.

Goff Backa Alfera & Company, LLC

GOFF BACKA ALFERA & COMPANY, LLC
PITTSBURGH, PENNSYLVANIA

**2019-2020
Act 93 Administrators**

P-6

NAME	POSITION	2018-2019	WAGE	2019-2020	2019-2020
		ANNUAL WAGE	INCREASE	Stipend	ANNUAL WAGE
LOYALSOCK VALLEY					
BREON, AMY	ASSISTANT PRINCIPAL	\$ -	\$ -	\$ -	\$ 80,000
TOTAL					\$ 80,000
LOYALSOCK VALLEY & LYTER ELEMENTARY					
FEERRAR, DARRIN	PRINCIPAL	\$ 95,434	\$ 1,432	\$ 2,000	\$ 96,866
TOTAL		\$ 95,434	\$ 1,432	\$ 2,000	\$ 96,866
MIDDLE SCHOOL					
MYERS, CURTIS	PRINCIPAL	\$ 83,647	\$ 3,353	\$ -	\$ 87,000
TOTAL		\$ 83,647	\$ 3,353	\$ -	\$ 87,000
HIGH SCHOOL & MIDDLE SCHOOL					
KING, CHRISTOPHER	ASSISTANT PRINCIPAL	\$ 96,166	\$ 1,443	\$ 10,000	\$ 97,609
TOTAL		\$ 96,166	\$ 1,443	\$ 10,000	\$ 97,609
HIGH SCHOOL					
TAORMINA, DANIEL	PRINCIPAL	\$ 106,119	\$ 1,592	\$ 2,000	\$ 107,711
TOTAL		\$ 106,119	\$ 1,592	\$ 2,000	\$ 107,711
GRAND TOTAL		\$ 381,366	\$ 7,820	\$ 14,000	\$ 469,186

PROMISED LAND BUSSING DAILY RATES
2018-2019 SCHOOL YEAR

<u>BUS</u>	<u>AUG</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUNE</u>
20	\$ 297.58	\$ 361.42	\$ 331.25	\$ 363.88	\$ 411.79	\$ 408.84	\$ 388.92	\$ 401.54	\$ 328.94	\$ 419.99	\$ 430.30
21	\$ -	\$ 368.81	\$ 400.10	\$ 347.32	\$ 379.42	\$ 349.19	\$ 312.80	\$ 383.30	\$ 353.81	\$ 419.00	\$ -
21 Rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 251.40	\$ -	\$ -
22	\$ 141.68	\$ 111.61	\$ 128.33	\$ 177.66	\$ 253.08	\$ 233.70	\$ 220.05	\$ 224.51	\$ 212.62	\$ 194.61	\$ 152.41
23	\$ -	\$ 268.30	\$ 277.73	\$ 328.01	\$ 287.94	\$ 267.04	\$ 278.51	\$ 287.94	\$ 245.04	\$ 308.05	\$ 306.32
24	\$ -	\$ 387.09	\$ 404.40	\$ 395.75	\$ 410.66	\$ 383.60	\$ 389.82	\$ 419.41	\$ 355.32	\$ 492.96	\$ 503.24
25	\$ 59.45	\$ 71.13	\$ 258.66	\$ 230.03	\$ 77.29	\$ 166.37	\$ 221.64	\$ 209.11	\$ 349.20	\$ 383.72	\$ 331.70
27	\$ 250.14	\$ 296.24	\$ 354.55	\$ 348.22	\$ 356.73	\$ 364.26	\$ 337.60	\$ 368.40	\$ 357.46	\$ 363.35	\$ 365.42
TOTAL DAILY RATE	\$ 748.85	\$ 1,864.60	\$ 2,155.02	\$ 2,190.87	\$ 2,176.91	\$ 2,173.00	\$ 2,149.34	\$ 2,294.21	\$ 2,453.79	\$ 2,581.68	\$ 2,089.39

MONTOURSVILLE AREA SCHOOL DISTRICT

MINUTES FOR BOARD MEETING High School

Tuesday, June 11, 2019
7:12 PM

Call to Order - Board President
Roll call - Board Secretary
Salute to the Flag
Executive session announced for school safety and security update needed annually.

MEMBER

 x Daniel L. Albert
 x Susan Beery
 x Scott W. Konkle, President
 x Robert B. Logue
 x Jennifer L. Marriott
 x Dottie M. Mathers

MEMBER

 x William S. Ruffing, Vice President
 x David Shimmel
 x Ronald E. Snell
 x *Mike Collins, Solicitor
 x *Christina Bason, Superintendent
 x *Brandy N. Smith, Business Mgr./Bd. Secretary
*(Non-Voting Member)

OTHERS

 x Feerrar, Darrin – Elementary School Principal
 x Gnoffo, Joseph - Supervisors of Buildings and Grounds
 King, Christopher- Assistant High School Principal
 x Myers, Curtis – Assistant Middle School Principal
 x Taormina, Daniel –High School Principal
 x Williamson, Michele – Supervisor of Special Education
 x Residents x Media Students

Morgan D. Haas from Saul Ewing Arnstein & Lehr LLP presented the impacted on refinancing. Mr. Shimmel asked questions about the savings.

Approval of minutes for the following meetings:

- Board Meeting, Tuesday, May 14, 2019
- Work Session, Tuesday, May 28, 2019

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

Prior Presentation

Pastor Stephen Fulkes, Trinity Assembly of God offered his blessing.

Motion to add supplemental.

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

Mr. Ruffing announced the baseball team won the district championship.

Public Comment

Jack Caliahan complemented the cheerleaders for the spaghetti dinner. He also asked: when is the track opening, when is the senior citizen ticket going to be available and is there a Historical marker at both the schools?
John Klotz, Jack McCarthy, Jonathan Weaver, John Stahl, Robert McCullough and John Mazzante addressed the board with an athletic concern (softball). Each person presented their opinion on the issues.
Tina Marie Kline commented on item P-4 expressing her concern with the librarian traveling between the middle and high school. She is concerned students are losing library time.

Business Manager's Report

A. General Fund, Cafeteria Fund and Capital Projects Fund.
Motion: Marriott Second: Mathers
Yes: Albert, Beery, Konkle, Logue, Marriott, Mathers, Ruffing, Shimmel, Snell
No: None
Absent: None
Result: **Motion Carried**

B. Budgetary Transfers – None.

C. Presentation of Bills (Roll Call)

General Fund – \$2,314,022.85
Cafeteria Fund – \$ 99,959.83

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

Mr. Snell asked the cafeteria account bad debt and UPMC bill.

D. Business
Mrs. Smith provided a Budget Presentation

Superintendent's Report

Mrs. Bason thanked the staff, administrators and board members for another great year.

Agenda Items

• **General**

G-1 Recommend the nomination and election of Jennifer Marriott as Treasurer for the 2019-2020 school year.
Motion: Mathers Second: Ruffing
Yes: Albert, Beery, Konkle, Logue, Marriott, Mathers, Ruffing, Shimmel, Snell
No: None
Absent: None
Result: **Motion Carried**

G-2 Approval of the appointment of President Scott Konkle and School Board Secretary Brandy Smith as voting delegates for the 2019-2020 PSBA Delegate Assembly Meeting. (Attachment)

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

G-3 Approval of no increase to the 2019-2020 school lunch prices as required under the "Equity in School Lunch Pricing" provisions (Section 205) of the Hunger Free Kids Act.

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

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

G-4 Approval of an agreement between BLaST Intermediate Unit #17 and Montoursville Area School District for shared Special Education Services for the 2019-2020 school year. (Attachment)

G-5 Approval of an agreement between BLaST Intermediate Unit #17 and Montoursville Area School District for the 2019-2020 IDEA. (Attachment)

G-6 Approval of an agreement between Central Susquehanna IU #16 and the Montoursville Area School District for Student Information Software for the 2019-2020 school year. (Attachment)

G-7 Approval of an agreement between Pennsylvania College of Technology Nursing Program and Montoursville Area School District. (Attachment)

G-8 Approval of an agreement between The Meadows and Montoursville Area School District. (Attachment)

G-9 Approval of a request from Mark Boyer, Community Baptist Church, to use Montoursville Area High School Memorial Stadium and track, July 23, 2019, 8:00 AM to 1:00 PM. (Attachment)

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

Mr. Shimmel asked what CSIU does. Mrs. Bason responded.

G-10 Approval to add the Stem Coordinator job description. (Attachment)

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

G-11 Approval for the following Crisis Manual in order to become an Alice Certified School District. (Attachment)
 Motion: Marriott Second: Shimmel
 Yes: Albert, Beery, Konkle, Logue, Marriott, Mathers, Ruffing, Shimmel, Snell
 No: None
 Absent: None
 Result: **Motion Carried**

• **Personnel**

P-1 Approval of the following addition to the professional staff for the 2019-2020 school year:

Employee	Certification	Rate of Pay	Replacement for
Hannah Swartwood	Elementary	\$45,330	Cindy Gelezinsky

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

P-2 Approval of the following additions to the support staff for the 2019-2020 school year:

Employee	Position	Rate of Pay	Replacement for
Jacqueline Morehart	Para Professional	\$11.20	Carol Hetler
Jeffrey Reitz	Para Professional	\$11.20	New Position HS
Natalie Teffeller	Para Professional	\$11.20	Carol Hetler
Mary Hensler	Para Professional	\$11.20	Mary Ellen Loy
Jessica Dunkleberger	Para Professional	\$11.20	New Position MS

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

Mr. Ruffing asked about the new position at the middle school. Mrs. Bason, Mr. Feerrar and Mrs. Williamson responded.

P-3 Approval of the following transfer from one position to another for the 2019-2020 school year:

Employee	Position	Rate of Pay	Replacement for
Melissa Thomas	From Cafeteria to Para Professional	\$11.20	Dolly Schafer

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

P-4 Approval for the following change of positions effective for the 2019-2020 school year:

Employee	Position From:	Position To:
Christopher Reeder	Middle School Science	Elementary
Laura Green	Middle School Librarian	Middle and High School Librarian
Erin Comly	Middle School Social Studies	Middle School Language Arts
Jennifer Hanna	Middle School Language Arts	Elementary
Stephanie Beadle	Elementary	STEM Coordinator

Motion: Marriott Second: Ruffing
Yes: Albert, Beery, Konkle, Logue, Marriott, Mathers, Ruffing, Shimmel, Snell
No: None
Absent: None
Result: **Motion Carried**
Dr. Mathers asked about the librarian. Mrs. Bason responded.

- **Transportation**

T-1 Approval of Promiseland Bussing rates for May 2019. (Attachment)
Motion: Marriott Second: Snell
Yes: Albert, Beery, Konkle, Logue, Marriott, Mathers, Ruffing, Shimmel, Snell
No: None
Absent: None
Result: **Motion Carried**

T-2 Approval for James Campbell to provide student transportation for inter-district trips at a cost of \$100.00 per round trip. Field trips and extracurricular transportation will be calculated at a rate of \$3.30 per mile with a minimum of \$165.00 per trip. Trips lasting longer than four hours will incur an additional hourly rate of \$23.00 per hour. The contract will be in effect from August 1, 2019 to June 30, 2020.
Motion: Shimmel Second: Ruffing
Yes: Albert, Beery, Konkle, Logue, Marriott, Mathers, Ruffing, Shimmel, Snell
No: None
Absent: None
Result: **Motion Carried**
Mr. Snell asked about the \$23 hours. Mrs. Smith responded. Mr. Albert commented Mr. Campbell does a great job and students react well to him.

G-12 Approval of a request from Donald Jacopetti, FC Montour, to use Loyalsock Valley Elementary School soccer fields, June, July, August, Saturdays, 10:00 AM to 5:00 PM. (Attachment)

G-13 Approval of an agreement between Bayada Home Health Care, Inc. and Montoursville Area School District. (Attachment)
Motion: Marriott Second: Shimmel
Yes: Albert, Beery, Konkle, Logue, Marriott, Mathers, Ruffing, Shimmel, Snell
No: None
Absent: None
Result: **Motion Carried**

P-5 Approval of the following addition to the support staff, effective June 12, 2019:

Employee	Position	Rate of Pay	Replacement for:
Jimi Sue Wodrig	Secretary	\$12.84	Karen McCourt

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

- **Budget and Finance**

BF-1 Approval of the final General Fund budget in the amount of \$30,079,269 for the fiscal year 2019-2020. (Attachment) (roll call)

- Real Estate Tax Millage 15.70
- Earned Income Tax 1.5%
- Real Estate Transfer Tax ½%

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

Mr. Snell commented on the increases people on Social Security and Disability have received in the past ten years.
Mr. Snell commented people need a break from tax increases and the District should use some of the Fund Balance.
Mr. Ruffing responded to the comments.

BF-2 Approval of the 2019 Homestead and Farmstead Exclusion Resolution. (Attachment)

BF-3 Approval of the following financial institutions to be used as depositories for 2019-2020:

- Santander Bank
- Muncy Bank and Trust Company
- FNB Bank
- Pennsylvania School District Liquid Asset Fund (PSDLAF)
- RBC Capital Markets
- Citizens & Northern Bank

BF-4 Approval for AmTrust North America to provide Workers Compensation insurance coverage at a total cost of \$43,565. This policy will be in effect from July 1, 2019 to June 30, 2020. (The premium for 2018-2019 was \$41,599. Note: workers' compensation experience modification changed from .747 to .930).

BF-5 Approval for Bollinger Specialty Group to provide Student Accident insurance coverage at a cost of \$20,744. This policy will be in effect from July 1, 2019 through June 30, 2021. (The premium for 2018-2019 was \$20,744).

BF-6 Approval for Liberty Mutual Insurance Company to provide the following insurance coverage at a total cost of \$89,104:

- Commercial
- Umbrella
- School Leaders Liability

These policies will be in effect from July 1, 2019 to June 30, 2020. (The premium for 2018-2019 was \$83,522).

BF-7 Approval to award bids for the 2019-2020 fiscal year. (Attachment)

- Paper supplies in the amount of \$32,496.15
- Athletic supplies and equipment in the amount of \$28,244.73

BF-8 Approval of the attached bank signatories for school district accounts as listed for the 2019-2020 fiscal year. (Attachment)

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

BF-9 Approval of a resolution authorizing the incurrence of non-electoral indebtedness of the Montoursville Area School District by the issuance of a Series of General Obligation Bonds. (Attachment)(roll call)

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

Other Reports

A. Committee Reports

- PSBA – Dr. Mathers reminded the Board there is 43 online class available for board members to take. Act 55 will take affect after the election.
- IU Representative – Mr. Ruffing provided a handout.
- Buildings and Ground – Mr. Snell asked what are we going to do to insure we will not have the same problem with the mold this year. Mr. Gnoffo and Mrs. Bason responded.
- Montoursville Foundation – Mr. Shimmel announced there is a meet tomorrow night.

Public Comment

Jack Callahan asked how the students get the awards at graduation, if the District still hosts Foreign Exchange students and what we are doing about students vaping in schools.

Tina Marie Kline commented on the daily school announcements on the website and the 75th year anniversary of D-Day.

Jonathan Weaver and Jack McCarthy shared additional concerns with the athletic issue.

Mr. Ruffing recognized the staff of the Arrowhead.

Executive session was announced for after the board meeting for personnel matters.

ADJOURNMENT OF THE REGULAR MEETING 8:50 PM

Motion: Marriott Second: Logue

Voice Vote: Unanimous

Scott W. Konkle, President

Brandy N. Smith, Board Secretary